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

**Date:** Thursday, 21 November 2019  
**Time:** 9:30am  
**Meeting Room:** Upper Harbour Local Board office, 30 Kell Drive,  
**Venue:** Albany village

---

**Upper Harbour Local Board**  
**OPEN AGENDA**

---

**MEMBERSHIP**

**Chairperson**  
Margaret Miles, QSM, JP  
**Deputy Chairperson**  
Lisa Whyte  
Anna Atkinson  
Uzra Casuri Balouch, JP  
Nicholas Mayne  
Brian Neeson, JP

(Quorum 3 members)

Cindy Lynch  
Democracy Advisor  

14 November 2019

Contact Telephone: (09) 4142684  
Email: Cindy.Lynch@aucklandcouncil.govt.nz  
Website: www.aucklandcouncil.govt.nz

---

**Note:** The reports contained within this agenda are for consideration and should not be construed as Council policy unless and until adopted. Should Members require further information relating to any reports, please contact the relevant manager, Chairperson or Deputy Chairperson.
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<td></td>
</tr>
</tbody>
</table>
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.

The Auckland Council Code of Conduct for Elected Members (the code) requires elected members to fully acquaint themselves with, and strictly adhere to, the provisions of Auckland Council’s Conflicts of Interest Policy. The policy covers two classes of conflict of interest:

i. a **financial conflict of interest**, which is one where a decision or act of the local board could reasonably give rise to an expectation of financial gain or loss to an elected member

ii. a **non-financial conflict interest**, which does not have a direct personal financial component. It may arise, for example, from a personal relationship, or involvement with a non-profit organisation, or from conduct that indicates prejudice or predetermination.

The Office of the Auditor General has produced guidelines to help elected members understand the requirements of the Local Authority (Member’s Interest) Act 1968. The guidelines discuss both types of conflicts in more detail, and provide elected members with practical examples and advice around when they may (or may not) have a conflict of interest.

Copies of both the Auckland Council Code of Conduct for Elected Members and the Office of the Auditor General guidelines are available for inspection by members upon request. Any questions relating to the code or the guidelines may be directed to the Relationship Manager in the first instance.

4 Confirmation of Minutes

That the Upper Harbour Local Board:

a) confirm the ordinary minutes of its meeting, held on Thursday, 19 September 2019 and the extraordinary minutes of its meeting, held on Thursday, 31 October 2019, as true and correct.

5 Leave of Absence

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

6 Acknowledgements

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

7 Petitions

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

Standing Order 7.7 provides for deputations. Those applying for deputations are required to give seven working days notice of subject matter and applications are approved by the Chairperson of the Upper Harbour Local Board. This means that details relating to deputations can be included in the published agenda. Total speaking time per deputation is ten minutes or as resolved by the meeting.

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

9 Public Forum

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

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

10 Extraordinary Business

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

“An item that is not on the agenda for a meeting may be dealt with at that meeting if-
(a) The local authority by resolution so decides; and
(b) The presiding member explains at the meeting, at a time when it is open to the public,
   (i) The reason why the item is not on the agenda; and
   (ii) The reason why the discussion of the item cannot be delayed until a subsequent meeting.”

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

“Where an item is not on the agenda for a meeting,-
(a) That item may be discussed at that meeting if-
   (i) That item is a minor matter relating to the general business of the local authority; and
   (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
(b) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.”

11 Notices of Motion

Under Standing Order 2.5.1 (LBS 3.11.1) or Standing Order 1.9.1 (LBS 3.10.17) (revoke or alter a previous resolution) a Notice of Motion has been received from <Member Names> for consideration under item 13.
Minutes of the Upper Harbour Local Board meetings held
Thursday, 19 September and 31 October 2019

File No.: CP2019/19139

Te take mō te pūrongo
Purpose of the report

1. The open unconfirmed minutes of the Upper Harbour Local Board ordinary meeting held on Thursday, 19 September 2019, and the extraordinary meeting held on Thursday, 31 October 2019, are attached at item 11 of the agenda for the information of the board only.

Ngā tūtohunga
Recommendation/s

That the Upper Harbour Local Board:

a) confirm the ordinary minutes of its meeting, held on Thursday, 19 September 2019 and the extraordinary minutes of its meeting, held on Thursday, 31 October 2019, as true and correct.

Ngā tāpirihanga
Attachments

<table>
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<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
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<tr>
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<td>9</td>
</tr>
<tr>
<td>B</td>
<td>Upper Harbour Local Board minutes attachments - 19 September 2019</td>
<td>23</td>
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<td>C</td>
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<td>31</td>
</tr>
<tr>
<td>D</td>
<td>Upper Harbour Local Board minutes attachments - 31 October 2019</td>
<td>37</td>
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</table>

Ngā kaihaina
Signatories

<p>| | |</p>
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<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Author</td>
<td>Cindy Lynch - Democracy Advisor</td>
</tr>
<tr>
<td>Authoriser</td>
<td>Eric Perry - Relationship Manager</td>
</tr>
</tbody>
</table>
Upper Harbour Local Board

OPEN MINUTES

Minutes of a meeting of the Upper Harbour Local Board held in the Upper Harbour Local Board Office, 30 Kell Drive, Albany on Thursday, 19 September 2019 at 9.33am

PRESENT

Chairperson
Margaret Miles, QSM, JP

Deputy Chairperson
Lisa Whyte

Members
Uzra Casuri Balouch, JP
Nicholas Mayne
John McLean
Brian Neeson, JP
1 Welcome
The Chairperson opened the meeting and welcomed those present.

2 Apologies
There were no apologies.

3 Declaration of Interest
There were no declarations of interest.

4 Confirmation of Minutes
Resolution number UH/2019/104
MOVED by Chairperson M Miles, seconded by Deputy Chairperson L Whyte:
That the Upper Harbour Local Board:
   a) confirm the ordinary minutes of its meeting, held on Thursday, 15 August 2019, as true and correct.
   CARRIED

5 Leave of Absence
There were no leaves of absence.

6 Acknowledgements
There were no acknowledgements.

7 Petitions
There were no petitions.

8 Deputations
8.1 North Shore Rowing Club update
Resolution number UH/2019/105
MOVED by Chairperson M Miles, seconded by Member N Mayne:
That the Upper Harbour Local Board:
   a) receive the deputation from Mike Stanley, representing the North Shore Rowing Club, and thank him for his attendance and presentation.
   CARRIED

9 Public Forum
There was no public forum.

10 Extraordinary Business
There was no extraordinary business.
11 Minutes of the Upper Harbour Local Board meeting held Thursday, 15 August 2019

Note: that the open unconfirmed minutes of the Upper Harbour Local Board meeting held on Thursday, 15 August 2019, are attached at item 11 of the agenda for the information of the board only and were confirmed under item 4 of the agenda.

12 Huntington Reserve: Approval of concept plan

The Senior Renewals Coordinator was in attendance via Skype to support the item.

Resolution number UH/2019/106

MOVED by Chairperson M Miles, seconded by Member N Mayne:

That the Upper Harbour Local Board:

a) approve the concept design for the new playspace at Huntington Reserve (as provided in Attachment A to the agenda report), subject to the following amendment:

  i) that the slide be re-positioned to face south in order to avoid excessive heat in the summer.

  CARRIED

13 Upper Harbour Greenways Plan refresh

The Parks and Places Specialist and Parks Sport and Recreation Portfolio Manager were in attendance to support the item.

Resolution number UH/2019/107

MOVED by Member N Mayne, seconded by Member U Casuri Balouch:

That the Upper Harbour Local Board:

a) adopt the Upper Harbour Greenways Plan – September 2019 as presented at Attachment A to the agenda report, which will assist the local board in decision-making to improve pedestrian and cycle connections throughout the local board area, subject to the following amendments:

  i) inclusion of a north-south link within Burnside Escarpment, between Clemows and Burnside suburbs

  ii) removal of the identified additional crossings of Alexandra Stream in Unsworth Reserve

  iii) inclusion of the missing existing upper ridge track that forms a circular route within Unsworth Reserve

  iv) inclusion of a north to south trail in Lady Phoenix Reserve, and formalisation of the current unformed path from the laneway to the bottom of the hill

  v) inclusion of a track through Onya Reserve into the forest area of North Shore Memorial Park

  vi) removal of all places of worship icons around Dene Court Reserve

  vii) inclusion of a proposed trail connection from Gills Road to Mills Lane through Gills Road Reserve.

  CARRIED
14 **Hooton Reserve car parking**

The Parks and Places Specialist and Parks Sport and Recreation Portfolio Manager were in attendance to support the item.

*Member B Neeson left the meeting at 10.22am.*

*Member B Neeson returned to the meeting at 10.23am.*

Resolution number UH/2019/108

MOVED by Deputy Chairperson L Whyte, seconded by Member B Neeson:

That the Upper Harbour Local Board:

a) support the continued investigation into Scenario three, which is a strategy to protect parking in Hooton Reserve for park users with the intent of reducing the peak average occupancy of the east carpark to 85 per cent, to be implemented on a trial basis.

b) allocate $10,000 of locally driven initiative operational funding from the local board’s contestable grants budget to facilitate continued investigation into Scenario three, as outlined in resolution a) above, by an independent traffic engineer.

c) note the process to progress Auckland Transport enforcement of off-street carparks held under the Reserves Act 1977 is as follows:

i) engagement of an independent traffic engineer to undertake a parking assessment to identify occupancy rates and issues at the carpark, noting that the local board has allocated $10,000 of its locally driven initiatives funding for this activity via resolution b) above

ii) a report will then be produced by the traffic engineer and an associated carpark design developed for solutions and enforcement implications

iii) the local board will then receive a report seeking approval for the plans

iv) approval will then be sought from the Auckland Transport Traffic Control Committee (TCC) to ensure patrol and enforcement of any restrictions

v) line marking and signage, in accordance with the carpark design, will be implemented subject to TCC approval as required in clause iv) above.

d) request that, in the new political term, the local board investigate options to prevent heavy vehicle access (excluding at this time the investigation of paid parking as outlined in Scenario one of the agenda report) to address security issues in the western carpark at Hooton Reserve as part of the 2020/2021 work programme process.

**CARRIED**

15 **Naming of the Hobsonville Point coastal walkway**

The Parks and Places Specialist and Parks Sport and Recreation Portfolio Manager were in attendance to support the item.

Resolution number UH/2019/109

MOVED by Chairperson M Miles, seconded by Member J McLean:

That the Upper Harbour Local Board:

a) approve the name for the coastal walkway at Hobsonville Point as ‘Te Ara Manawa Hobsonville / Onekiritea Coastal Walkway’.

**CARRIED**
16 Third-party partnership opportunities for sport and recreation provision

The Sport and Recreation Lead and Parks Sport and Recreation Portfolio Manager were in attendance to support the item.

Resolution number UH/2019/110

MOVED by Chairperson M Miles, seconded by Deputy Chairperson L Whyte:

That the Upper Harbour Local Board:

a) approve the 2019 Upper Harbour Third-Party Opportunities Study (refer Attachment A to the agenda report) to assist the local board in making decisions to improve their network of sport and recreation facilities.

b) request that priority be given to non-school facilities in light of information contained in Attachment A to the agenda report that school facilities are already well utilised.

CARRIED

17 Approving Reserves Act 1977 classifications following public notification

The Service and Asset Planner was in attendance to support the item.

Resolution number UH/2019/111

MOVED by Member N Mayne, seconded by Member J McLean:

That the Upper Harbour Local Board:

a) approve the classification of the following parcels of reserve land, pursuant to sections 16(1) and 16(2A) of the Reserves Act 1977:

<table>
<thead>
<tr>
<th>Reserve name</th>
<th>Physical address</th>
<th>Appellation</th>
<th>Survey area (sqm)</th>
<th>Classification</th>
<th>Reserves Act 1977 section</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bill Moir Reserve</td>
<td>Waimarie Road</td>
<td>Part Lot 5 DP 46137</td>
<td>1017</td>
<td>Recreation Reserve</td>
<td>s16(1)</td>
</tr>
<tr>
<td>Georgia Accessway</td>
<td>Georgia Terrace</td>
<td>Lot 2 DP 201241</td>
<td>159</td>
<td>Local Purpose (Accessway) Reserve</td>
<td>s16(2A)</td>
</tr>
</tbody>
</table>

b) approve the reclassification of the following parcels or part parcels of reserve land, pursuant to section 24 (2)(b) of the Reserves Act 1977:

<table>
<thead>
<tr>
<th>Reserve name</th>
<th>Physical address</th>
<th>Appellation</th>
<th>Survey area (sqm)</th>
<th>New classification</th>
<th>Previous classification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Albany Heights Reserve</td>
<td>Albany Heights Road</td>
<td>Lot 3 DP 117563</td>
<td>6587</td>
<td>Scenic Reserve 19(1)(a)</td>
<td>Scenic Reserve</td>
</tr>
<tr>
<td>Albany Heights Reserve</td>
<td>Albany Heights Road</td>
<td>Lot 4 DP 75423</td>
<td>58133</td>
<td>Scenic Reserve 19(1)(a)</td>
<td>Scenic Reserve</td>
</tr>
<tr>
<td>Albany Heights Reserve</td>
<td>Albany Heights Road</td>
<td>Lot 3 DP 196341</td>
<td>4825</td>
<td>Scenic Reserve 19(1)(a)</td>
<td>Scenic Reserve</td>
</tr>
<tr>
<td>Item 12</td>
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</tr>
<tr>
<td><strong>Albany Heights Reserve</strong></td>
<td><strong>Albany Heights Road</strong></td>
<td><strong>Lot 10 DP 105344</strong></td>
<td><strong>8063</strong></td>
<td><strong>Scenic Reserve 19(1)(a)</strong></td>
<td><strong>Scenic Reserve</strong></td>
</tr>
<tr>
<td><strong>Albany Heights Reserve</strong></td>
<td><strong>Albany Heights Road</strong></td>
<td><strong>Lot 3 DP 113792</strong></td>
<td><strong>8364</strong></td>
<td><strong>Scenic Reserve 19(1)(a)</strong></td>
<td><strong>Scenic Reserve</strong></td>
</tr>
<tr>
<td><strong>Albany Heights Reserve</strong></td>
<td><strong>Albany Heights Road</strong></td>
<td><strong>Lot 4 DP 110260</strong></td>
<td><strong>6033</strong></td>
<td><strong>Scenic Reserve 19(1)(a)</strong></td>
<td><strong>Scenic Reserve</strong></td>
</tr>
<tr>
<td><strong>Albany Heights Reserve</strong></td>
<td><strong>Albany Heights Road</strong></td>
<td><strong>Lot 3 DP 94243</strong></td>
<td><strong>5060</strong></td>
<td><strong>Scenic Reserve 19(1)(a)</strong></td>
<td><strong>Scenic Reserve</strong></td>
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<tr>
<td><strong>Albany Heights Reserve</strong></td>
<td><strong>Albany Heights Road</strong></td>
<td><strong>Lot 5 DP 105344</strong></td>
<td><strong>19876</strong></td>
<td><strong>Scenic Reserve 19(1)(a)</strong></td>
<td><strong>Scenic Reserve</strong></td>
</tr>
<tr>
<td><strong>Albany Heights Reserve</strong></td>
<td><strong>Albany Heights Road</strong></td>
<td><strong>Lot 1 DP 206485</strong></td>
<td><strong>15817</strong></td>
<td><strong>Scenic Reserve 19(1)(a)</strong></td>
<td><strong>Scenic Reserve</strong></td>
</tr>
<tr>
<td><strong>Albany Heights Reserve</strong></td>
<td><strong>Dairy Flat Highway</strong></td>
<td><strong>Lot 23 DP 98738</strong></td>
<td><strong>69153</strong></td>
<td><strong>Scenic Reserve 19(1)(b)</strong></td>
<td><strong>Scenic Reserve</strong></td>
</tr>
<tr>
<td><strong>Christmas Beach</strong></td>
<td><strong>The Terrace</strong></td>
<td><strong>Lot 8 DP 39775</strong></td>
<td><strong>230</strong></td>
<td><strong>Local Purpose (Accessway) Reserve</strong></td>
<td><strong>Recreation Reserve</strong></td>
</tr>
<tr>
<td><strong>Fernhill Escarpment</strong></td>
<td><strong>Bush Road</strong></td>
<td><strong>Lot 2 DP 94890</strong></td>
<td><strong>20740</strong></td>
<td><strong>Scenic Reserve 19(1)(a)</strong></td>
<td><strong>Scenic Reserve</strong></td>
</tr>
<tr>
<td><strong>Gills Reserve</strong></td>
<td><strong>Oteha Valley Road</strong></td>
<td><strong>Lot 2 DP 145012</strong></td>
<td><strong>44733</strong></td>
<td><strong>Scenic Reserve 19(1)(b)</strong></td>
<td><strong>Scenic Reserve</strong></td>
</tr>
<tr>
<td><strong>Gills Reserve</strong></td>
<td><strong>Oteha Valley Road</strong></td>
<td><strong>Lot 5 DP 151093</strong></td>
<td><strong>33002</strong></td>
<td><strong>Scenic Reserve 19(1)(b)</strong></td>
<td><strong>Scenic Reserve</strong></td>
</tr>
<tr>
<td><strong>Rahui Reserve</strong></td>
<td><strong>Rahui Road</strong></td>
<td><strong>Lot 43 DP 23734</strong></td>
<td><strong>430</strong></td>
<td><strong>Local Purpose (Esplanade) Reserve</strong></td>
<td><strong>Local Purpose (Accessway) Reserve</strong></td>
</tr>
<tr>
<td><strong>Serenity Reserve</strong></td>
<td><strong>Twin Court</strong></td>
<td><strong>Lot 5 DP 169799</strong></td>
<td><strong>2285</strong></td>
<td><strong>Scenic Reserve 19(1)(b)</strong></td>
<td><strong>Scenic Reserve</strong></td>
</tr>
</tbody>
</table>

**CARRIED**

The meeting adjourned at 10.36am and reconvened at 10.42am.
18 Kauri dieback disease - local park track mitigation in the Upper Harbour Local Board area

The Senior Project Manager (Kauri Dieback) and the Manager Kauri Dieback and Track Specialist were in attendance to support the item.

Resolution number UH/2019/112

MOVED by Chairperson M Miles, seconded by Member J McLean:

That the Upper Harbour Local Board:

a) approve the proposed mitigation work programme identified in the following table to protect healthy kauri and reduce the impact of kauri dieback disease in the Upper Harbour Local Board area, which will be funded by the natural environment targeted rate (NETR):

<table>
<thead>
<tr>
<th>Park</th>
<th>Recommendation</th>
<th>Cost estimate (physical works only)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gills Reserve</td>
<td>Option two</td>
<td>$185,000</td>
</tr>
<tr>
<td></td>
<td>• The second option is to close the S14 track</td>
<td></td>
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<td></td>
<td>which will ensure a loop track is still available to users while diverting</td>
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<td>people away from the large mature kauri grove.</td>
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<td></td>
<td>• Formalisation of a viewing area at the trig location and removal of the trig</td>
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<td></td>
<td>station on track S17.</td>
<td></td>
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<tr>
<td>Three Streams Reserve</td>
<td>Option one</td>
<td>$54,000</td>
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<td></td>
<td>• Closure of all track links except for tracks S20,</td>
<td></td>
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<td>S17, S8, S21, S1 and S7.</td>
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<td>• This would allow for pedestrian access between Twin Court and Dairy Flat</td>
<td></td>
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<td></td>
<td>Highway.</td>
<td></td>
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<tr>
<td>Lady Phoenix Reserve</td>
<td>• Closure of the informal track through kauri forest between Kittiwake Drive</td>
<td>$5,000</td>
</tr>
<tr>
<td></td>
<td>and the junction to the cycleway path.</td>
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<td></td>
<td>• Mitigation of the single kauri present on track S8 through appropriate</td>
<td></td>
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<td></td>
<td>stormwater management and track maintenance.</td>
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<td>• Install new edge board, top up track surface</td>
<td></td>
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<td>within kauri zone as required and provide new no-dig drain to shed water</td>
<td></td>
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<tr>
<td></td>
<td>away from kauri roots.</td>
<td></td>
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<td></td>
<td>• Camber the track surface to shed water away from kauri root zone.</td>
<td></td>
</tr>
<tr>
<td>Paremoremo Scenic Reserve</td>
<td>Option one</td>
<td>$6,000</td>
</tr>
<tr>
<td></td>
<td>• Close tracks S02 and S03.</td>
<td></td>
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<td></td>
<td>• This would require planting out at the entrances to the track segments.</td>
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<td></td>
<td>Install temporary fencing until the plants have matured.</td>
<td></td>
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b) note that budget allocation for all projects in the kauri dieback mitigation work programme are best current estimates, and amendments may be required to the kauri dieback mitigation work programme to accommodate final costs as
the year progresses.

c) note that the proposed mitigation work programme (as detailed in Attachment A to the agenda report) is incorporated into the 2019-2022 Community Facilities work programme.

CARRIED

Note: Under Standing Order 1.9.7, Member N Mayne requested that his dissenting vote to the Paremoremo Scenic Reserve option in resolution a) be recorded.

19  Auckland Transport monthly report - September 2019

The Elected Member Relationship Manager, Auckland Transport, was in attendance to support the item.

Resolution number UH/2019/113

MOVED by Chairperson M Miles, seconded by Member U Casuri Balouch:

That the Upper Harbour Local Board:

a) receive the monthly update report from Auckland Transport for September 2019.

b) request that Auckland Transport take no further action on the Rame Road project (including but not limited to the tendering of contracts or further design work) pending local board receipt of the results of the public consultation exercise regarding the project, which ended on 12 September 2019.

CARRIED

c) request a workshop discussion with Auckland Transport early in the new political term of council to enable review and consideration of the scope of the Rame Road project in light of public comment and feedback received through the consultation exercise recently completed, as outlined in resolution b).

20  Upper Harbour Water Access Assessment

The Sport and Recreation Lead and the Parks Sport and Recreation Portfolio Manager were in attendance to support the item.

Resolution number UH/2019/114

MOVED by Deputy Chairperson L Whyte, seconded by Member B Neeson:

That the Upper Harbour Local Board:

a) adopt the Upper Harbour Local Board Water Access Assessment report dated September 2019, which can be used to guide future decisions and investment into water access in the Upper Harbour Local Board marine area.

b) note that Community Facilities staff will report back to the local board on development opportunities identified in the Upper Harbour Local Board Water Access Assessment, and to provide options for progressing the improvement of water access at those sites.

CARRIED
21  Upper Harbour Local Board Draft Urban Ngahere (Forest) Analysis Report

The Parks Sport and Recreation Portfolio Manager was in attendance to support the item.

Resolution number UH/2019/115

MOVED by Member N Mayne, seconded by Deputy Chairperson L Whyte:

That the Upper Harbour Local Board:

a) approve the draft Upper Harbour Urban Forest (Ngahere) Analysis Report (refer to Attachment A to the agenda report).

b) delegate authority through the Chief Executive to the General Manager, Parks Sport and Recreation, to make minor changes and amendments to the text and design of the draft Upper Harbour Urban Ngahere (Forest) Analysis Report that are required before public release.

c) note that when the up-to-date LiDAR (light detection and ranging) analysis is available, the report will be updated with the data and a final report will be presented to the local board for adoption.

CARRIED

22  Road name approval: New roads within the subdivision at 13 Scott Road, Hobsonville

Resolution number UH/2019/116

MOVED by Member U Casuri Balouch, seconded by Member N Mayne:

That the Upper Harbour Local Board:

a) approve the following names for the new public and private roads constructed within the subdivision being undertaken by the Simon Property Development Co. Limited at 13 Scott Road, Hobsonville:

   i) road 1 – Rāpunga Drive

   ii) jointly owned access lot 100 – Parārā Way.

CARRIED

23  Informal local board workshop views on the draft findings of the Animal Management Bylaw 2015 review

The Relationship Manager Local Board Services was in attendance to support the item.

Deputy Chairperson L Whyte left the meeting at 11.38am.

Resolution number UH/2019/117

MOVED by Chairperson M Miles, seconded by Member N Mayne:

That the Upper Harbour Local Board:

a) receive this report on informal workshop summary views from local boards on the draft findings of the Animal Management Bylaw 2015 review.

b) reserve providing any formal views on the draft findings of the Animal Management Bylaw 2015 review until such time as a statement of proposal is agreed by the Governing Body.

c) request that Governing Body confirms sufficient resources are in place to ensure that a new Animal Management Bylaw is enforceable.

CARRIED
Deputy Chairperson L Whyte returned to the meeting at 11.40am.

24 Temporary arrangements for urgent decisions and staff delegations during the election period

The Relationship Manager Local Board Services was in attendance to support the item.

Resolution number UH/2019/118

MOVED by Member N Mayne, seconded by Member J McLean:

That the Upper Harbour Local Board:

a) delegate to the Chairperson and Deputy Chairperson the power to make, on behalf of the local board, urgent decisions that may be needed between the final local board business meeting and the commencement of the term of office of new local board members.

b) note that from the commencement of the term of office of new local board members until the inaugural meeting of the incoming local board, urgent decision-making will be undertaken by the Chief Executive under existing delegations.

c) approve that staff, as a temporary measure, can make business as usual decisions under their existing delegated authority without requiring compliance with the requirement in the current delegation protocols to consult with the nominated portfolio holder (or Chairperson where there is no portfolio holder in place) from 22 October 2019, noting that staff will consult with the Chairperson following the inaugural meeting until new arrangements are made at the first business meeting in the new term.

d) note that existing appointments by the local board to external bodies will cease at the election and new appointments will need to be made by the local board in the new term.

CARRIED

25 Governance forward work calendar - October 2019 to September 2020

Resolution number UH/2019/119

MOVED by Member B Neeson, seconded by Member J McLean:

That the Upper Harbour Local Board:

a) receive the Upper Harbour Local Board governance forward work calendar for the period October 2019 to September 2020, as set out in Attachment A to this agenda report.

CARRIED

26 Record of the Upper Harbour Local Board workshops held on Thursday 22 August, and 5 and 12 September 2019

Resolution number UH/2019/120

MOVED by Member N Mayne, seconded by Member J McLean:

That the Upper Harbour Local Board:
a) receive the record of the Upper Harbour Local Board workshops held on Thursday 22 August, and 5 and 12 September 2019 (refer to Attachments A, B and C to the agenda report).  
CARRIED

27 Board members’ reports - September 2019

Chairperson M Miles provided a written chairperson’s report. A copy has been placed on the official minutes and is available on the Auckland Council website as a minutes attachment.

An updated version of the members’ attendance record was provided. A copy has been placed on the official minutes and is available on the Auckland Council website as a minutes attachment.

Resolution number UH/2019/121

MOVED by Chairperson M Miles, seconded by Member J McLean:

That the Upper Harbour Local Board:

a) receive the verbal board members’ reports.

b) receive the attendance record of members as submitted by Deputy Chairperson L Whyte, in response to requests from residents via social media for more transparency on attendance, subject to the following amendments:

i) Member U Casuri Balouch was in attendance for the community forum meeting on 1 August 2019, currently showing as non-attendance

ii) Member U Casuri Balouch was physically present for the local board workshop on 18 July 2019, currently showing as attendance via Skype.

c) receive the updated attendance record of members showing the amendments recorded in b) i) and b) ii) and as attached to the minutes document.

d) receive the written report from Chairperson M Miles.

CARRIED

Attachments

A 19 September 2019 Upper Harbour Local Board: Item 27 End of term report by Chairperson M Miles

B 19 September 2019 Upper Harbour Local Board: Item 27 Revised board members’ attendance report for 2016-2019

28 Consideration of Extraordinary Items

There was no consideration of extraordinary items.

29 Road name approval: New roads within the subdivision at 133 Clark Road, Hobsonville

Resolution number UH/2019/122

MOVED by Chairperson M Miles, seconded by Member N Mayne:

That the Upper Harbour Local Board:

a) approve retention of the following eight existing road names to be extended at the subdivision at 133 Clark Road, Hobsonville:

i) Road 1: Joshua Carder Drive

CARRIED
ii) Road 5: Squadron Drive
iii) Road 9: Skua Road
iv) Road 10: Gecko Road
v) Road 11: Hiki Street
vi) Road 12: Autumn Blaze Street
vii) Accessway 10: Clay Lane
viii) Accessway 11: Hātai Lane.

b) reject the proposed road names for one new accessway and three new
commonly owned access lots (COALs) at 133 Clark Road, Hobsonville, for the
following reasons:

i) there is duplication with the names proposed and existing names
elsewhere in the Auckland region and on the North Shore, e.g. Centreway
Road, Orewa, and Alice Place, Hillcrest.

ii) there appears to be no link between the names proposed and historical or
ancestral linkages, geographical features, or a thematic identity as
required by the Auckland Council Road Naming Guidelines.

c) request that the developer provide alternate naming options that align to
historical and ancestral linkages, geographical features, or a thematic identity
as required by the Auckland Council Road Naming Guidelines.

CARRIED

12.07pm

The Chairperson thanked Members for their attendance
and attention to business and declared the meeting
closed.

In accordance with Clause 8.1.4 of the Upper Harbour
Local Board Standing Orders, we hereby confirm the
correctness of the minutes of the last meeting of the
Upper Harbour Local Board held on 19 September
2019, prior to the next Auckland Council election.

DATE: .................................................................

CHAIRPERSON: ........................................................

CHIEF EXECUTIVE AND/OR NOMINEE:

.................................................................
**Date:** Thursday 19 September 2019  
**Time:** 9.30am  
**Meeting Room:** Upper Harbour Local Board Office  
**Venue:** 30 Kell Drive  
Albany

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**Upper Harbour Local Board**  
**OPEN MINUTE ITEM ATTACHMENTS**

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**Note:** The attachments contained within this document are for consideration and should not be construed as Council policy unless and until adopted. Should Councillors require further information relating to any reports, please contact the relevant manager, Chairperson or Deputy Chairperson.
Chairperson Report
2018-2019

Firstly, I wish to thank all members of the Upper Harbour Local Board, Lisa Whyte – Deputy Chair, Uzra Casuri Balouch, John McLean, Nicholas Mayne and Brian Neeson.

It has been a privilege to Chair the Board for the last half of the term. I also wish to thank Lisa for her role as Chair for the first half of the term.

As a Board we have achieved some significant projects during this term, even though some were very challenging.

The NCI project, requiring sporting codes to move from their home sites, was very difficult as we all felt torn between the displacement of the codes and the need to provide for North Harbour Hockey who were losing their regional facility due to the need for NZTA to provide a significant road project through the land leased to Hockey.

The opening of the Albany Community Hub which the Board had supported from the first term of the Upper Harbour Local Board of Auckland Council, was truly an achievement. It is wonderful to see it well used especially by “New Kiwis”.

The refurbishment of the Headquarters building at Hobsonville and the refit of the Sunderland Lounge will now provide superb community facilities for the many new residents now residing in Hobsonville.

We are extremely fortunate to have volunteer groups such as the Greenhithe Community Trust and the Hobsonville Community Trust. The Board has been pleased to assist with their operational costs to enable them to provide for our communities. The Community Centres, Meadowood, and until last year the Albany House, have provided meeting places for our residents to participate in activities.

Our environmental groups through the Ecology Network have provided residents with an awareness of our environment and have undertaken some key initiatives and workshops to inform our communities of ways that they can be custodians of our area in order to leave a positive legacy for future generations.

Maintenance of our parks has continued and has generally been to the high standard that our residents have come to expect. This will be assisted by completion of the new omnibus Park’s Management Plans currently in progress.

Advocacy to the Governing body has been required on key projects. The Board's proposed Indoor Facility was one which required strong determination by the board and thanks to Deputy Chair Lisa Whyte for presenting to the Governing Body. We now have the comfort of knowing that this project will proceed to the next stage.
We have had an excellent liaison with Auckland Transport through Owena and on behalf of the Board I thank her for her work in pursuing progress on our projects.

Unfortunately, we are still awaiting an outcome on the AT funding required to complete the budget for the Gill’s Road footpath.

Another recent disappointment was the deferring of the long-awaited project to improve the safety at the intersection of The Avenue and Dairy Flat Highway. The new link road from Gill’s Road to Oteha Valley Road has also been deferred while these two projects are jointly considered.

I wish to thank most sincerely our Local Board staff, Eric for your guidance to prevent us going astray, Karen, Andy and more recently Rita for following up on so many queries and guiding us through our work programmes, Cindy for your assistance in answering those numerous resident requests and providing our agendas. Thanks to Donna for being there to organize us so well. I also wish to thank Sonya for assisting us all prior to leaving us just on a year ago.

This has been a great three years and I wish all Board Members the very best in the upcoming elections.

[Signature]

Margaret Miles QSM JP
### 2016 - 2019 Electoral Term

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Upper Harbour Local Board

OPEN MINUTES

Minutes of the inaugural meeting of the Upper Harbour Local Board held in the Albany Tennis Park, 321 Ōtāhā Valley Road, Albany on Thursday, 31 October 2019 at 6:44pm

PRESENT

Chairperson
Margaret Miles, QSM, JP
Lisa Whyte

Deputy Chairperson
Anna Atkinson
Uzra Casuri Balouch, JP
Nicholas Mayne
Brian Neeson, JP

Members

ALSO PRESENT

Councillors
John Watson
Wayne Walker

Member
Vanessa Neeson, member elect to the Henderson-Massey Local Board
Note: Before the meeting began, the Democracy Advisor advised the locations of the emergency exits and conveniences.

Note: Eric Perry, Relationship Manager for Devonport-Takapuna, Kaipātiki and Upper Harbour Local Boards, chaired the meeting for items 1, 2, 3, 4, 5, 6, 7, 8 and 9. From item 10 onwards, the newly elected Chairperson chaired the meeting. Ian Maxwell, Director Customer and Community Services, witnessed the members’ declarations.

1 Mihi Whakatau (Welcome)

Ringi Brown, Kaumatua, gave a brief welcome.

2 Welcome Address

Ian Maxwell, Director Customer and Community Services, addressed the meeting.

3 Apologies

There were no apologies.

4 Declaration by Local Board Members

A copy of the declarations is publicly available on the Auckland Council website as a minutes attachment.

The following Upper Harbour Local Board Members made their declarations pursuant to Schedule 7, Clause 14 of the Local Government Act 2002:

- Anna Atkinson
- Uzra Casuri Balouch
- Nicholas Mayne
- Margaret Miles
- Brian Neeson
- Lisa Whyte

Attachments

A 31 October 2019 Upper Harbour Local Board: Item 4 - Declarations by Local Board Members, Members’ declarations - 2019-2020 political term

5 Election of a Chairperson

The Relationship Manager requested a mover and seconder for the vote on the fixed term periods.

Resolution number UH/2019/123

MOVED by Member L Whyte, seconded by Member M Miles:

That the Upper Harbour Local Board:

a) agree to split the 2019-2022 triennium for the Chairperson’s role into the following fixed term periods:
i) period one from 31 October 2019 to 28 April 2021 of the 2019-2022 political term

ii) period two from 29 April 2021 to the end of the 2019-2022 political term.

CARRIED

The Relationship Manager gave an overview of the voting systems and requested a mover and seconder.

Resolution number UH/2019/124

MOVED by Member N Mayne, seconded by Member Atkinson:

That the Upper Harbour Local Board:

a) agree to use voting system B to elect the Chairperson of the Upper Harbour Local Board for the 2019-2022 political term.

CARRIED

The Relationship Manager called for nominations for each of the fixed term periods for the position of Chairperson.

Member Mayne nominated Member Miles as Chairperson for the period 31 October 2019 to 28 April 2021. Member Whyte seconded the nomination.

Member Atkins nominated Member Whyte as Chairperson for the period 29 April 2021 to the end of the 2019-2022 political term. Member Miles seconded the nomination.

Resolution number UH/2019/125

MOVED by Member N Mayne, seconded by Member L Whyte:

That the Upper Harbour Local Board:

b) elect Member Miles as Chairperson for the period 31 October 2019 to 28 April 2021 of the 2019-2022 political term.

The motion was put to the vote by a show of hands and declared CARRIED.

CARRIED UNANIMOUSLY

Resolution number UH/2019/126

MOVED by Member Atkinson, seconded by Member M Miles:

That the Upper Harbour Local Board:

c) elect Member Whyte as Chairperson for the period 29 April 2021 to the end of the 2019-2022 political term.

The motion was put to the vote by a show of hands and declared CARRIED.

CARRIED UNANIMOUSLY

6 Declaration by Chairpersons

A copy of the Chairpersons’ signed declarations are publicly available on the Auckland Council website.
The Chairperson for the period 31 October 2019 to 28 April 2021, Margaret Miles, made her declaration pursuant to Schedule 7, Clause 14 of the Local Government Act 2002 and assumed the chair.


Attachments
A 31 October 2019 Upper Harbour Local Board: Item 6 - Chairpersons' signed declarations

7 Address by Chairpersons

The Chairpersons addressed the meeting.
The Elected Members addressed the meeting.

8 Election of Deputy Chairperson

Resolution number UH/2019/127

MOVED by Member N Mayne, seconded by Member Atkinson:
That the Upper Harbour Local Board:

a) agree to split the 2019-2022 triennium for the Deputy Chairperson's role into the following fixed term periods:
   i) period one from 31 October 2019 to 28 April 2021 of the 2019-2022 political term
   ii) period two from 29 April 2021 to the end of the 2019-2022 political term.

CARRIED

Resolution number UH/2019/128

MOVED by Member Atkinson, seconded by Member L Whyte:
That the Upper Harbour Local Board:

a) agree to use voting system B to elect the Deputy Chairperson of the Upper Harbour Local Board for the 2019-2022 political term.

CARRIED

The Chairperson called for nominations for each of the fixed term periods for the position of Deputy Chairperson.

Member Miles nominated Member Whyte as Deputy Chairperson for the period 31 October 2019 to 28 April 2021. Member Mayne seconded the nomination.

Member Whyte nominated Member Miles as Deputy Chairperson for the period 29 April 2021 to the end of the 2019-2022 political term. Member Atkinson seconded the nomination.

Resolution number UH/2019/129

MOVED by Member M Miles, seconded by Member Atkinson:
That the Upper Harbour Local Board:

b) elect Member Whyte as Deputy Chairperson for the period 31 October 2019 to 28 April 2021 of the 2019-2022 political term.

CARRIED
Resolution number UH/2019/130
MOVED by Member N Mayne, seconded by Member Atkinson:
That the Upper Harbour Local Board:
c) elect Member Miles as Deputy Chairperson for the period 29 April 2021 to the end of the 2019-2022 political term.
CARRIED

9 Mayor's Address
Note: The Chairperson invited the Albany Ward Councillors John Watson and Wayne Walker to come forward and address the meeting.

10 Explanation of laws affecting elected members
The Relationship Manager gave a brief explanation of the Local Government Legislation.
Resolution number UH/2019/131
MOVED by Member M Miles, seconded by Member B Neeson:
That the Upper Harbour Local Board:
a) note the general explanation of the laws affecting elected members.
CARRIED

11 First business meeting of the Upper Harbour Local Board
Resolution number UH/2019/132
MOVED by Member M Miles, seconded by Member U Casuri Balouch:
That the Upper Harbour Local Board:
a) confirm Thursday 21 November 2019 at 9.30am at the Upper Harbour Local Board office boardroom as the date for its first business meeting.
b) confirm Thursday 5 December 2019 at 9.30am at the Upper Harbour Local Board office boardroom as the date for its second business meeting.
CARRIED

7.38pm
The Chairperson thanked Members for their attendance and attention to business and declared the meeting closed.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A MEETING OF THE UPPER HARBOUR LOCAL BOARD HELD ON

DATE:........................................................................................................
CHAIRPERSON:..................................................................................
Date: Thursday 31 October 2019
Time: 6:00pm
Meeting Room: Albany Tennis Park
Venue: 321 Oteha Valley Road
Albany

Upper Harbour Local Board
OPEN MINUTE ITEM ATTACHMENTS

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<td>Declaration by Chairpersons</td>
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Note: The attachments contained within this document are for consideration and should not be construed as Council policy unless and until adopted. Should Councillors require further information relating to any reports, please contact the relevant manager, Chairperson or Deputy Chairperson.
Item 12

Attachment D
Declaration by Member
Te Whakapuakitanga a te Mema

Ko au ko Anna Atkinson

Ko tuku matai i runga i te Paipera Tapu. Ka tutuki ia au, ki tāku e pono nei, e tōtika nei, e mātāu nei ngā kawenga katoa hei pānga mā te rohe o Upper Harbour Local Board i runga i te mana kua riro mai ia au hei mema o te Poārā Rohe o Upper Harbour Local Board i raro anō i te Ture Kāwanatanga ā-Rohe o te tau rau mano mā rau, te Ture Pārongo, Huia, Ōkawa ā-Kāwanatanga o te tau kohai mano iwa rau waru teku mā whitu, i raro rānei i tōtahi atu ture.

I whakaritea i Albany Tennis Park i tōnei, to rā 31 October 2019

I, Anna Atkinson

swear on the Holy Bible and I declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of Upper Harbour Local Board area, the powers, authorities, and duties vested in, or imposed upon, me as a member of the Upper Harbour Local Board by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at Albany Tennis Park this 31 October 2019

Member Anna Atkinson

Signed in the presence of:

Director Customer & Community Services
On behalf of the Chief Executive
Declaration by Member

Te Whakapuaki o te Mema

Ko au ko, Uzra Casuri Balouch

Ko tuku whakapuaki ka mahi pono, tōtika hoki ahau, i ngā mea e mātua, e taea ana e a au hei paina mō te roho o Upper Harbour Local Board i runga i te mana kua riro mai i a au hei memoir a te Poari ā-Rohe o Upper Harbour Local Board i raro anō i te Ture Kāwanatanga ā-Rohe o te tau rua mano mā rua, te Ture Pārongo, Huia Kawa ā-Kāwanatanga o te tau kotahi mano iwa rau waru tekau mā whitu, i raro rānei i tētahi atu Ture.

I whakaritea i Albany Tennis Park i Māori, te rā 31 o October 2019

I, Uzra Casuri Balouch,

declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of Upper Harbour Local Board area, the powers, authorities, and duties vested in, or imposed upon, me as a member of the Upper Harbour Local Board by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at Albany Tennis Park this 31 October 2019

[Signature]

Uzra Casuri Balouch

Signed in the presence of:

[Signature]

Director Customer & Community Services
On behalf of the Chief Executive
Declaration by Member
Te Whakapeakitanga a te Mema

Ko au ko, Margaret Miles

Ko tuku cati tinei i runga i te Paipera Tapu. Ka tutuki i a au, ki tāku e pono nei, e tōtika nei, e mātauranga ngā kawenga katoa he paianga mō te rohe o Upper Harbour Local Board i runga i te mana kua riro mai i a au hei mema o te Poari ā-Rohe o Upper Harbour Local Board i raro anō i te Tūranga Kāwanatanga ā-Rohe o te tau rua mano mā rua, te Tūranga Pārongo, Huia Kāwanatanga o te tau kotahi mano iwa rau waru tekau mā whitu, i raro rānei i tētahi atu ture.

I whakaritea i Albany Tennis Park i tīnei, te rā 31 o October 2019

I, Margaret Miles

swear on the Holy Bible and I declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of Upper Harbour Local Board area, the powers, authorities, and duties vested in, or imposed upon, me as a member of the Upper Harbour Local Board by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at Albany Tennis Park this 31 October 2019

Member Margaret Miles

Signed in the presence of:

Director Customer & Community Services
On behalf of the Chief Executive
Declaration by Member

Te Whakapuakitenga ā te Mema

Ko au ko, Nicholas Mayne

Ko tuku oati ō tēnēi i runga i te Paipera Tapu. Ka tutuki i a au, ki tāku e pono nei, e tōtika nei, e mātāu nei ngā kawenga katoa hei painga mā te rohe o Upper Harbour Local Board i runga i te mana kua riro mai i a au he i mema o te Poari ā-Rohe o Upper Harbour Local Board i raro anō i te Ture Kāwanatanga ā-Rohe o te tau rua mano mā rua, te Ture Pārongo, Huinga Ōkawa ā-Kāwanatanga o te tau kotahi mano iwa rau waru te kau mā whitu, i raro rānei i tētahi atu ture.

I whakaritea i Albany Tennis Park i ō tēnēi, te rā 31 October 2019

I, Nicholas Mayne

swear on the Holy Bible and I declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of Upper Harbour Local Board area, the powers, authorities, and duties vested in, or imposed upon, me as a member of the Upper Harbour Local Board by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at Albany Tennis Park this 31 October 2019

Member Nicholas Mayne

Signed in the presence of:

Director Customer & Community Services
On behalf of the Chief Executive
Declaration by Member
Te Whakapuakitanga a te Mema

Ko au ko, Brian Neeson

Ko tuku cati tānei i runga i te Paipera Tapu. Ka tutuki i a au, ki tāku e pono nei, e tōrika nei, e mātau nei ngā kawenga kataoa hei painga mō te rohe o Upper Harbour Local Board i runga i te mana kua riro mai i a au hei mema o te Poari a-Rohe o Upper Harbour Local Board i raro anō i te Ture Kāwanatanga a-Rohe o te tau rua mano mā rua. te Ture Pārongo, Huīnga Ōkawa a-Kāwanatanga o te tau kotahi mano iwa rau waru tekau mā whitu, i raro tānei i tetahi atu ture.

I whakaritea i Albany Tennis Park i Ōnei, te rā 31 October 2019

I, Brian Neeson

swear on the Holy Bible and I declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of Upper Harbour Local Board area, the powers, authorities, and duties vested in, or imposed upon, me as a member of the Upper Harbour Local Board by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at Albany Tennis Park this 31 October 2019

[Signature]

Member Brian Neeson

Signed in the presence of:

[Signature]

Director Customer & Community Services
On behalf of the Chief Executive
Declaration by Member
Te Whakapuaki a te Mema

Ko au ko, Lisa Whyte

Ko taku whakapuaki ka mahi pono, tōtika hoki ahau i ngā mea e mālau, e taea ana e au hei painga mō te rohe o Upper Harbour Local Board i runga i te mana kua riro mai i a au hei mema o te Paorū ā-Rohe o Upper Harbour Local Board i raro anō i te Tūranga Kāwanatanga ā-Rohe o te tau rua mano mā rua, te Tūranga Pārongo, Huīnga Okawa ā-Kāwanatanga o te tau kotohū mano iwa rau waru te kau mā whitu, i raro rānei i tētahi atu Tūranga.

I whakaritea i Albany Tennis Park i tēnei, te rā 31 October 2019

I, Lisa Whyte

declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of Upper Harbour Local Board area, the powers, authorities, and duties vested in, or imposed upon, me as a member of the Upper Harbour Local Board by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at Albany Tennis Park this 31 October 2019

[Signature]

Lisa Whyte

Signed in the presence of:

[Signature]

Director Customer & Community Services
On behalf of the Chief Executive
Declaration by Chair

Te Whakapūakitanga ā te Heāmana

Ko au ko, Margaret Miles

Ko tuku oati tēnei i runga i te Paipera Tapu. Ka tutuki i a au, ki tāku e pono nei, e tōtika nei, e mātātu nei ngā kawenga katoa hei painga mō te rohe o Upper Harbour Local Board i runga i te mana kua riro mai i a au hei heāmana o te Pōari ā-Rohe o Upper Harbour Local Board i raro anō i te Tūranga ā-Rohe o te tau rua mano mā rau, te Tūranga Pārongo, Hunga Ōkawa ā-Kāwanatanga o te tau koe kai mano iwa rau waru te kau mā whitu, i raro rānei i te Tāhiti atu ture.

I whakaritea i Albany Tennis Park tēnei, te rā 31 October 2019

I, Margaret Miles

swear on the Holy Bible and I declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of Upper Harbour Local Board area, the powers, authorities, and duties vested in, or imposed upon, me as a Chair of the Upper Harbour Local Board by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at Albany Tennis Park this 31 October 2019

Chair Margaret Miles

Signed in the presence of:

__________________________
Director Customer & Community Services
On behalf of the Chief Executive
Declaration by Chair

Te Whakapuaki a te Heaman

Ko au ko, Lisa Whyte

Ka whakapuaki ka mahi pono, tōtika hoki ahau, i ngā mea e mātau e taea ana e au hei painga mō te rohe o Upper Harbour Local Board i runga i te mana kua riro mai i a au hei heaman o te Poari ā-Rohe o Upper Harbour Local Board i raro anō i te Ture Kāwanatanga ā-Rohe o te tau rua mano mā rua, te Ture Pārongo, Huia Ókawa ā-Kāwanatanga o te tau kotahi mano iwa rau waru tekau mā whitu, i raro rānei i tētahi atu Ture.

I whakaritea i Albany Tennis Park i tēnei, te rā 31 October 2019

I, Lisa Whyte,

declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of Upper Harbour Local Board area, the powers, authorities, and duties vested in or imposed upon, me as a Chair of the Upper Harbour Local Board by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1997, or any other Act.

Dated at Albany Tennis Park this 31 October 2019

Chair — Lisa Whyte

Signed in the presence of:

Director Customer & Community Services
On behalf of the Chief Executive
Notice of Motion - Nicholas Mayne - Climate Change Emergency

File No.: CP2019/19292

Whakarāpopototanga matua

Executive summary
1. Member N Mayne has given notice of a motion that they wish to propose.
2. The notice, signed by Member N Mayne and Member A Atkinson as seconder, is appended as Attachment A.

Motion
That the Upper Harbour Local Board:

a) acknowledge the resolution of the Auckland Council Environment and Community Committee on 11 June 2019 (resolution number ENV/2019/72) declaring a climate emergency in Auckland.

b) acknowledge that climate change will impact the quality of life in Upper Harbour and how the Auckland Council is able to conduct business of behalf of the Upper Harbour Local Board.

c) declare a climate emergency in Upper Harbour and commit to consider the impact of climate change in all decisions.

Ngā tāpirihanga

Attachments

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Ngā kaihaina

Signatories

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<tr>
<th>Author</th>
<th>Cindy Lynch - Democracy Advisor</th>
</tr>
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<tbody>
<tr>
<td>Authoriser</td>
<td>Eric Perry - Relationship Manager</td>
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Notice of Motion – Declaring a Climate Emergency in the Upper Harbour

Submitted on 31 October 2019

Attention: Eric Perry – Relationship Manager, Local Board Services

In accordance with Standing Order 3.11.1, I hereby give notice that I intend to move the following motion at the business meeting of the Upper Harbour Local Board dated 21 November 2019.

Recommendations:

That the Upper Harbour Local Board:

a) acknowledge the resolution of the Auckland Council Environment and Community Committee on 11 June 2019 (resolution number ENV/2019/72) declaring a climate emergency in Auckland.

b) acknowledge that climate change will impact the quality of life in Upper Harbour and how the Auckland Council is able to conduct business of behalf of the Upper Harbour Local Board.

c) declare a climate emergency in Upper Harbour and commit to consider the impact of climate change in all decisions.

Background:

1. Climate change is a global issue that will have far reaching consequences that will impact Auckland and the Upper Harbour area.

2. On the 11th June 2019 the Auckland Council Environment and Community Committee resolved to declare a climate emergency in Auckland (resolution number ENV/2019/72).

3. Auckland Council is in the process of developing a Climate Action Framework to set a path to rapidly reduce greenhouse gas emissions and help prepare Auckland for the impacts of climate change. Public consultation on this framework closed on the 30th September 2019, and feedback will be collated before being reported back to the Governing Body and Local Boards of Auckland Council.

4. Auckland Council Technical Report, TR2019/019 (attached) shows that, along with other impacts, the Upper Harbour has a medium to very high (depending on the area of the Local Board being examined) social vulnerability to climate change impacts; but a high to very high adaptive capacity.

Attachments:

- Draft Te Tāruke-ā-Tāwhiri | Auckland's Climate Action Plan

Signed:

Mover: NICHOLAS MAYNE
UPPER HARBOUR LOCAL BOARD MEMBER

Seconder: Anna Atkinson
UPPER HARBOUR LOCAL BOARD MEMBER
Climate Change Risks in Auckland

AUCKLAND COUNCIL TECHNICAL REPORT, TR2019/019
Executive Summary

Auckland is being impacted by climate change and projections indicate that impacts will intensify over the next century. Action is required to anticipate the effects and adapt to a changing climate.

In response to the threat of climate change, Auckland Council has committed to facilitating the development of Auckland’s Climate Action Plan. It will steer the region on a path toward rapidly reducing greenhouse gas emissions and to prepare the city for the impacts of a changing climate. This is in line with the 2015 Paris Agreement to limit global warming to 1.5°C.

As part of developing the evidence-base for the action plan, Auckland Council’s Research and Evaluation Unit has produced a Climate Change Risk Assessment technical report series. This assessment aims to provide information about the risks the Auckland Region may face and its impacts on people, society and the environment. This research is underpinned by the Auckland Region climate change projections and impacts research undertaken by the National Institute of Water and Atmospheric Research (Pearce et al., 2018).

This document summarises the research, key findings and considerations from the risk assessment to contribute to the development of Auckland’s Climate Action Plan.

Climate change in Auckland

The National Institute of Water and Atmospheric Research climate projections (Pearce et al., 2018) provide Auckland with the most robust, localised information on the anticipated changes in climate for the region and is available on Knowledge Auckland. The anticipated changes in the climate in Auckland are changes in sea level rise, temperature, rainfall, storm events, wind and humidity.

Climate Change Risk Assessment

The Climate Change Risk Assessment technical report series were undertaken using the Intergovernmental Panel on Climate Change methodology (IPCC, 2014) to assess impacts on people, the environment and infrastructure. The purpose was to identify which parts of Auckland are the most susceptible to impacts of climate change and also the social and environmental vulnerability. This is understood by evaluating the adaptive capacity of areas to impacts of climate change.
EXECUTIVE SUMMARY

Key findings
Combining the impacts of climate change with relative vulnerability across Auckland suggests that:

- The ability of people and households to adapt and respond to the effects of climate change is dependent on many factors.
  - Where people live, their socio-economic circumstance, their support networks, their occupations and their ability to have options can impact their vulnerability.
  - Children and older people will be more vulnerable than others to some effects, especially related to poor air quality.
  - There is some evidence that Māori and Pacific peoples may be more affected than others to some effects, due to their generally younger age structures as well as other factors.

- Sea level rise could put infrastructure and ecosystems at risk while flooding poses direct and indirect risks to people, infrastructure and services.

- The changing climate will create an environment that allows water and vector-borne diseases to thrive, which will affect people and ecosystems.

- Terrestrial, marine and freshwater ecosystems are at risk and face a combination of stressors. The most vulnerable species are those that have limited capacity to migrate and those that will experience a 'coastal squeeze'.

- Changes to these ecosystems are likely to impact on human wellbeing and the economy.
Informing Auckland’s Climate Action Plan

The Climate Change Risk Assessment identifies areas, sectors and communities at greatest risk from climate impacts. This provides an evidence base to support the development of Auckland’s Climate Action Plan.

It is worth remembering that climate change is not happening in isolation and not just in Auckland. Rapid population growth, land use changes, pollution and human induced stressors will compound the effects of climate change for people and the environment.

There is inherent uncertainty in the projections and the magnitude and extent of the effects could vary. Risks will continue to emerge due to the multiple stressors. Continual re-evaluation will need to be undertaken as more data become available.

Implementing precautionary and adaptive measures into decision-making at every level will allow for better response to reduce risks and will help prepare Auckland for climate change.

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Introduction

Auckland’s Climate Action Plan will set a path to rapidly reduce greenhouse gas emissions to keep within 1.5 degrees of warming while ensuring Auckland is prepared for the impacts of climate change.

Auckland’s Climate Action Plan will set a path to rapidly reduce greenhouse gas emissions in line with the 2015 Paris Agreement to keep warming within 1.5 degrees. It will ensure that Auckland is prepared for the impacts of climate change. The plan is being developed in collaboration with businesses, organisations, mana whenua, communities and individuals as well as across all levels of government.

In developing the evidence base for Auckland’s Climate Action Plan, Auckland Council’s Research and Evaluation Unit has developed a Climate Change Risk Assessment technical report series, using Auckland’s Climate Change Projections (Pearce et al., 2018) as a basis. This research aims to provide information about the risks and vulnerabilities that the Auckland region may face under the changing climate.

This document summaries risks identified within the technical report series to understand how the Auckland region will be affected by climate change. Specifically, the research covers:

- Health effects of extreme heat.
- Climate change, air quality and health impacts.
- Creating conditions for disease vectors.
- Social vulnerability.
- Flooding risk in the built environment.
- Climate change impacts and risks for terrestrial ecosystems.
- Climate change impacts and risks for marine and freshwater ecosystems.
- Effects of sea level rise on Auckland.

Understanding the climate change risks and impacts on vulnerability for Auckland is imperative to both mitigate and adapt to climate change and to inform planning and decision making. This research will help Aucklanders to understand the impacts of climate change on their health, the health of our ecosystems and the impact on the natural and built environment.

The technical report series will be expanded and built on as data and other resources become available.
Collaborating with Māori

Auckland Council is working to interface Te Ao Māori perspectives, values and ancient ancestral knowledge (Mātauranga Māori) into current and future decision making around climate change.

By working with the Mana Whenua Kaitiaki Forum, kaumatua and Māori experts, the plan seeks to weave the mātauranga of those who have come before us and the voices of mana whenua into solutions around specific climate challenges for Tāmaki Makaurau. It is crucial that these meet the specific needs and interests of our Māori communities, give a voice to our future generations through the work we do today, and give agency to the non-human elements around us who make up the world that we are a part of.

Research across New Zealand highlights that Māori communities, assets and economy are vulnerable to the impacts of our changing climate.

Future research aims to:

- Develop a more comprehensive understanding of the specific impacts of climate change on Māori communities, assets and economy across Tāmaki Makaurau.
- Provide clarity around how Auckland Council and Council Controlled Organisations can enable and honour our commitment of active protection in relation to climate change under the Treaty of Waitangi.
Climate Change Risk Assessment document map

Auckland Region Climate Change Projections and Impacts
NIWA, 2018

RIMU Risks and Vulnerabilities Research Programme

<table>
<thead>
<tr>
<th>An assessment of vulnerability to climate change in Auckland</th>
<th>Air quality and societal impacts from predicted climate change in Auckland</th>
</tr>
</thead>
<tbody>
<tr>
<td>Development of the Auckland Heat Vulnerability Index</td>
<td>Creating conditions for disease vectors</td>
</tr>
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<td>See Level Rise in Auckland</td>
<td>Flooding risk in the built environment</td>
</tr>
<tr>
<td>Climate change impacts and risks for marine and freshwater ecosystems</td>
<td>Climate change impacts and risks for terrestrial ecosystems</td>
</tr>
</tbody>
</table>

Climate Change Risks in Auckland
THIS DOCUMENT

Auckland’s Climate Action Plan
TO BE RELEASED 2019

Figure 2 Document map
Auckland's Changing Climate

The climate in Auckland is changing, with extreme weather events becoming more common and more severe.

The National Institute of Water and Atmospheric Research has undertaken an important research piece – Auckland region climate change projections and impacts (Pearce et al., 2018) – which provides Auckland with the most robust information on the climate projections for the region.

This research has been used to underpin the Climate Change Risk Assessment.

The report

The National Institute of Water and Atmospheric Research reviewed climate change projections in Auckland and modelled expected changes for 21 different climate variables out to 2100. The future changes were assessed by incorporating knowledge of natural variations in the climate and changes that may result from human induced increases in greenhouse gas concentrations.

Future climate scenarios were considered using four Representative Concentration Pathways, 2.6, 4.5, 6.0 and 8.5 for 2040, 2050 and 2110. These indicated the projected greenhouse gas concentrations based on forecast emission trends and were used as inputs to the model to represent different scenarios. The graph below demonstrates the different pathways:

![Graph showing climate projections](image)

Figure 3: Representative Concentration Pathways
**Auckland’s Changing Climate**

**Application to the Climate Change Risk Assessment**

The climate change projections have been used as the basis for assessing impact and risk in the Auckland Council Research and Evaluation Unit Climate Change Risk Assessment technical report series for Auckland. The forecasts for Representative Concentration Pathway 8.5 have been used as these are most representative of current emission trends and allow a precautionary approach.

**The future climate is uncertain**

Climate change projections are a snapshot in time and are projections based on current models. There is inherent uncertainty in climate change projections and the future changes that will occur as a result. Uncertainty is due to:

- The cumulative impacts of climate change.
- Conflicting impacts of climate change and what this means for the natural and built environment.

Evidence demonstrates that the climate is changing more rapidly than anticipated by climate scientists. Therefore, projections for the next century could very well be accelerated into the latter part of this century.
Climate projections

**TEMPERATURE**
Increasing annual average temperatures and extreme temperatures, and significantly more hot days each year. Plants growing days also increase.

**SEA LEVEL**
Rising sea level puts coastal communities and infrastructure at risk from inundation and erosion. Under RCP 8.5, sea level rise is projected by the end of this century.

**OCEAN ACIDIFICATION**
Uptake of atmospheric CO₂ is leading to ocean acidification. Changes in the oceans will adversely impact health of marine life and cause nutrient decline.

**HUMIDITY**
Annual relative humidity is projected to slightly decrease while absolute humidity is expected to increase.

**RAINFALL**
Seasonal distribution of rainfall is projected to change with wetter autumns and drier springs. More extreme rainfall events are expected to increase while the number of rain days and soil moisture deficit are set to decline.

**WIND**
Average wind speed and number of windy days are decreasing and this is projected to continue, while intensity of tropical cyclones is expected to increase.
03/ Climate Change Risk Assessment

Purpose
This Climate Change Risk Assessment technical report series provides a technical, evidence-driven foundation to guide actions for Auckland’s Climate Action Plan.

Definitions
This research utilises the Intergovernmental Panel on Climate Change definitions (IPCC, 2014):

**RISK**
The Intergovernmental Panel on Climate Change defines risk as the likelihood of an event occurring combined with the impacts. Specifically, for climate change, risk is comprised of three components (seen in Figure 4):
- The hazard
- Exposure of people, infrastructure, economy and natural environment to the hazards
- Vulnerability to the hazards

**VULNERABILITY**
The vulnerability of people, a species or habitat, infrastructure, economy or the natural environment is a component of risk. Vulnerability includes the following:
- Exposure to the hazard
- Sensitivity
- Adaptive capacity

Vulnerability includes the physical, geographic and socio-economic contexts that determine an individual’s or group’s ability to adapt to change. For species, their ability to migrate would influence their adaptive capacity.

Understanding the most vulnerable areas of Auckland is important to understand how to build resilience and develop targeted actions to prepare Auckland in response to a changing climate.
Risk and vulnerabilities relationships

Figure 4: Relationship between vulnerability, risk, exposure and hazards (PCC, 2016)
**Methodology**

The Intergovernmental Panel on Climate Change methodology was undertaken for the Climate Change Risk Assessment technical report series. This methodology was applied to people, ecosystems, societal systems, built infrastructure and green and blue infrastructure to understand risks and vulnerabilities. The methodology included:

1. Understanding stressors on the people, society and environment as a result of climate change.

2. Definition of the spatial scale being assessed – in most ‘people specific’ cases this was a census area unit – for habitats it was a specific species.

3. Identification of quantifiable indicator variables that cover exposure, sensitivity and adaptive capacity:
   - Exposure indicators are variables that measure the region’s exposure to climate change.
   - Sensitivity indicators illustrate reactivity to changes in the climate. For people this includes employment status, age, accessibility and underlying health conditions. For species it includes ability to migrate and distance from coastal regions.
   - Adaptive capacity covers the ability to react to the changes. For people this includes factors such as socio-economic standing and accessibility to greenspace.

4. Indices: indicators for each spatial unit were scored and weighted to develop index values.

5. Identification of vulnerability hotspots: these were identified based on spatial units with high sensitivity, high exposure and low adaptive capacity.

6. Assessment and discussion: identifying the vulnerability hotspots in Auckland enabled an analysis of the most at risk areas, groups, species, habitats infrastructure.

**Climate Change risk assessment methodology**

![Climate Change risk assessment methodology diagram]

Figure 5: Climate Change risk assessment methodology
Key Messages

Climate change will impact people, societal structures, the natural and built environment, species and habitats.

A few of the key findings from the Auckland's climate change research undertaken include:

- Climate change is happening, and effects can already be seen.
- Climate change is linked to deteriorating air quality which will further impact the health of the population.
- Weather patterns will change. Spring rainfall is projected to decline and autumn rainfall is projected to increase across the Auckland Region.
- Climate change will increase extreme heat events (hot days) which will likely impact the health of Auckland’s communities and environments. There may be further unknown consequences that cannot be projected at this stage, such as the risks associated with the establishment of new disease and disease vector populations such as mosquitoes and parasites.
- Storm surge and sea level rise are already affecting Auckland’s people and infrastructure.
- Ocean acidification is already threatening Auckland’s marine ecosystems, including culturally, economically and ecologically significant species.
- Terrestrial, marine and freshwater ecosystems will change due to the compounding effects and multiple stressors of climate change and other environmental stressors such as pollution.
- The current projections may accelerate at an unknown rate, so that effects projected for the next century – such as sea level rise – may take place over a much shorter time frame.
The Climate Change Risk Assessment takes into consideration scientific projections, our current understanding of climate change effects and Auckland’s current environment, in order to better understand the key risks and vulnerabilities of Auckland. Some of the key findings include:

- Sea level rise will put infrastructure and ecosystems at risk while flooding poses direct and indirect risks to people, infrastructure and services.
- Terrestrial, marine and freshwater ecosystems are at risk and face a combination of stressors. The most vulnerable species are those that have limited capacity to migrate and those that will experience a ‘coastal squeeze’.
- The changing climate will create an environment that allows water and vector-borne diseases to thrive, which will affect people and ecosystems.
- Changes to these ecosystems are likely to impact on human wellbeing and the economy.

The Climate Change Risk Assessment technical report series identifies some evidence-based, targeted considerations for those areas, sectors and communities at greatest risk from climate impacts. These considerations will tie into Auckland’s Climate Change Action Plan. The considerations from these risk assessments are not comprehensive and actions identified in Auckland’s Climate Change Action Plan will encompass these considerations and more.

The following sections summarise the technical report series and further detail Auckland’s climate change impacts and the risks for people, society and the environment.
The following section summarises the Technical Report series developed by Auckland Council's Research and Evaluation Unit.
4.1 Health effects of extreme heat

Development of the Auckland Heat Vulnerability Index
Auckland Council technical report, TR2019/073

The Auckland Heat Vulnerability Index identifies the areas and populations more sensitive to the effects of extreme heat. Vulnerability to extreme heat is influenced by socio-economic, health and environmental factors. Ten representative indicators derived from census and land cover data for Auckland are combined and mapped (overleaf) to indicate areas of greater sensitivity and reduced adaptive capacity to hot days.

Vulnerability to extreme heat is not the same across Auckland - heat related impacts are closely related to both social vulnerability and the local environment. Evidence from the literature indicates that heat related mortality and morbidity is more common in certain groups, including female householders, the socially isolated, the elderly and the young, those with language barriers, ethnic minorities, low income households, renter households, and those with pre-existing mental and chronic health conditions.

According to the index the most vulnerable populations are in South and West Auckland. The cause of the vulnerability in each area varies but includes limited adaptive capacity because of high socio-economic deprivation, tenure type and limited transport access, as well as increased sensitivity to extreme heat due to the prevalence in the population of either old or young, underlying health conditions, single occupant households as well as the effects of limited greenspace.

Social infrastructure, such as community centres, can increase social cohesion and reduce isolation and vulnerability to extreme heat. Although not factored into the Heat Vulnerability Index, the considerable community cohesion evident in many parts of South and West Auckland enabled through existing social infrastructure is likely, in part, to mitigate the risk for some communities. Measuring and including social infrastructure in the Heat Vulnerability Index represents a future research development opportunity.

Increasing access to social and green infrastructure, like community cool spaces, can help reduce heat stress for those most vulnerable.
People working in heat sensitive occupations including construction and labour activities may be subject to negative outcomes. There is evidence to suggest this may affect some groups such as Māori and Pacific peoples more than others.

**Reducing the effects of extreme heat**

Examples of effective heat mitigation actions include:

- Heat management plans and warning systems.
- Inventories of social infrastructure.
- Establishment of 'buddy systems' to check on isolated and high risk community members.

Natural and built environment investment and intervention can have a significant effect on reducing the severity of heat events, for example:

- Cooling can be achieved through increasing green-infrastructure design, such as increased tree canopy and green space and green warrants of fitness on buildings. Many of the areas identified as high risk in the Heat Vulnerability Index have proportionally less green space.
- Further, the provision of improved social infrastructure can create greater community cohesion, which reduces social isolation, as well as provide for community 'cool spaces', particularly in low socio-economic communities for the population to evacuate to during extreme heat days.
- The Heat Vulnerability Index highlights the importance of green space, and addressing underlying deprivation and health issues in the community.
Figure 6: Heat vulnerability index for Auckland
4.2 Connecting climate change to reduced air quality


The impact of climate change has strong implications on air quality across Auckland.

**Health implications from climate forecasts**

Air quality is highly susceptible to other changes that result from climate change, such as increased temperature, decreased humidity and rainfall and changes in wind speed and direction.

**TEMPERATURE**

Heat stress makes people more susceptible to acute health problems. High temperatures also tend to occur during periods of reduced airflow, resulting in a ‘pooling’ of air, increasing pollutant concentrations through chemical processes. This is most likely to occur in densely populated urban street canyons surrounded by tall buildings and along heavily-trafficked roads.

Increased air temperature results in a longer growing season for plants, increasing pollen in the atmosphere. Once mixed with airborne pollutants, the allergenic properties can be enhanced – if inhaled, it can trigger asthma attacks and other acute respiratory disease symptoms.

**WIND**

Changes in wind speed and direction will alter how pollutants are carried and dispersed around the city. The wind speed and direction regulate aerosol loading as well as brown haze events. Changing wind directions may also increase contribution of shipping emissions over Auckland from the Port.

**HUMIDITY**

Humidity can make pollen more problematic by causing spores to split and allowing them to infiltrate further into the lungs. Humidity levels also change the nature of particulate matter in the atmosphere. Low and high humidity favour transmission and survival of influenza virus and increased humidity can impact indoor air quality, potentially increasing mould growth.

**RAINFALL**

Fewer rainy days will lower the efficiency of the removal of atmospheric pollutants and may allow accumulation of pollutants on road surfaces which could remain suspended within road dust. Drier conditions increase the chance of wildfires, for example, in the Waitakere Ranges, which would reduce air quality.

Drought could also result in plant stress. Through a complex process, plant stress could result in increased ozone and nitrogen dioxide with organic compounds released by plants mixing with vehicle exhaust and sunlight.
Dispersion of particulate matter is reduced at ground level which affects those who live and work in built-up urban centres.

Research identified that certain communities are disproportionately vulnerable to health impacts from air pollutants in Auckland. Vulnerable populations are:

- Communities with elderly or young populations as relatively small increases in air pollutants disproportionately impact them.
- Māori and Pacific peoples may be disproportionately affected by adverse social and economic circumstances, as well as higher rates of diseases and chronic illness, making them more vulnerable to reduced air quality.

Air quality will be negatively impacted by climate change. We must focus efforts to increase resilience for those that are most vulnerable to the changes.

**How Auckland can adapt**

Several considerations are recommended to improve air quality and limit the impact on populations:

- Air quality can be improved by reducing the wood-burning emissions from domestic heating and industrial emissions across Auckland.
- Green infrastructure can improve air quality as natural vegetation can act as a filter to remove or divert air pollutants from the atmosphere.
- Target areas of high density living near busy roads for air quality improvement measures. This would build on the Fossil Fuel Free Streets initiative and include procuring zero-emission public transport.

Technology can be developed to target specific vulnerable populations such as those with pre-existing health conditions to provide alerts and advice in real-time. This could include pollen or particulate matter warnings and encourage people to stay inside or limit exposure during periods of poor air quality.

This research will enable Auckland Council to better mitigate and adapt to climate change and to focus efforts on specific key vulnerable groups.
Figure 7: Connecting climate change, air quality and its impacts

04/ TECHNICAL REPORT SERIES

CLIMATE FORECAST

- Lower wind speed
- Increased temperature
- Changes in rainfall patterns
- Increasing humidity
- Changes in rainfall pattern
- Changes in climatic cycles

AIR QUALITY IMPACTS

- Less dispersion of pollutants
- Photo-oxidation = Increase in \( \text{O}_3 / \text{NO}_x \)
- Increase in air pollutants
- Lower emissions from wood burning
- Longer lifetimes for pollutants
- Increased plant stress = Release of VOC’s = \( \text{O}_3 \)
- Increase in air pollutants (metals)
- More lightning \( \text{NO}_x/\text{O}_3 \)
- Changes in atmospheric flow - cycle / \( \text{SO}_2 \)

POSSIBLE HEALTH IMPLICATIONS

- Increases in urban heat stress
- Increased hospital admissions from respiratory disorders
- Increase susceptibility to flu / allergens
- Increase in viruses carried by airborne aerosol
- Environmental degradation

COMMUNITY LEVEL RISKS

- Older and young most susceptible
- Increased social inequality
- Increase in mental health stress
- Absence from work / school
- Lower income, less ability to adapt

Attachment B

Item 13
4.3 Creating conditions for disease vectors

By: J. L. R.

Auckland is at risk of being exposed to new diseases as a result of climate change.

Increased temperature, humidity and rainfall can all facilitate the spread of disease and allow conditions for disease to thrive and establish in the community. Water and vector-borne diseases – those carried by mosquitoes and parasites – are of particular concern.

As Auckland’s climate becomes more tropical, conditions grow more favourable for the establishment of mosquito and other vector species populations.

Mosquito borne diseases

New Zealand has 16 species of mosquito, and several others have been intercepted at its borders. For disease to establish in the community, both the vector and the disease need to be present.

To date there has never been a confirmed case of a human acquiring a mosquito-borne disease in New Zealand. However, there are established species already which are capable of being vectors for diseases such as West Nile Virus, if it were to enter New Zealand. The Malarial parasite is carried by the anopheline mosquito which is endemic in Australia and South East Asia and has been previously intercepted at New Zealand’s borders.

Other vector-borne diseases that could become established in New Zealand include Murray Valley Encephalitis, Japanese Encephalitis and dengue fever, which has already had previous outbreaks in New Zealand with Pacific Island origin.

Climate change and disease

Climate change will make conditions more favourable for a population to become established and highlights a significant threat to public health. Roofing events can create breeding grounds, particularly in increasingly warm conditions and lead to increased vector establishment. Waterborne disease outbreaks are closely correlated with extreme weather events which are projected to increase in intensity and frequency in Auckland with climate change.

Other health risks

Other health risks include contamination of drinking water supply and waterways in flooding events from sewage overflow. Parasites such as giardia and the Escherichia coli (E. coli) bacteria can cause illness when contaminated waterways are used for recreation such as swimming and fishing. Cyanobacteria and avian botulism in reservoirs also pose a risk as dry conditions with low water levels can result in their establishment in drinking water reservoirs.

How Auckland can adapt

Regular surveillance and monitoring of disease outbreaks, as well as disease vectors, will help assess and forecast changes.
4.4 Social vulnerability to climate change impacts


Vulnerability has been assessed across the census area units of Auckland based on the degree to which geophysical, biological, and socio-economic systems are susceptible to and unable to cope with adverse impacts of climate change. The assessment combines multiple factors in order to stress test areas of Auckland and identify which will be the most vulnerable to climate change.

Vulnerability is characterised by the potential impact (comprising exposure and sensitivity) and adaptive capacity of each census area unit. Indicators used for characterisation are shown in Table 1. Vulnerable areas are those that suffer potentially high impact (high exposure and sensitivity) and have a low adaptive capacity.

Assessment results show the impact and adaptive capacity across the Auckland region, with hotspots located in southern and western areas of Auckland. Factors that characterise vulnerable hotspots are a low share of green space such as cropland, grassland or tree cover, high rates of single-person households, low average household income, high housing stress, low levels of house ownership and high deprivation levels. Some of these stressors correspond to the physical and geographical environment, while others are characterised by socio-economic context and social preferences.

How Auckland can adapt
This assessment improves the understanding of what drives vulnerability in Auckland and informs development of adaptation options and priorities for intervention.

Exposure to climate change effects combined with socio-economic vulnerability results improves our understanding of who climate change will impact the most severely.
Notice of Motion - Nicholas Mayne - Climate Change Emergency

Attachment B

Item 13
### TABLE 1 | INDICATORS USED TO MEASURE VULNERABILITY COMPONENTS

<table>
<thead>
<tr>
<th>INDEX</th>
<th>INDICATORS</th>
<th>FUNCTIONAL RELATIONSHIP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exposure</td>
<td>Coastal inundation 50 years return 1 metre sea level rise</td>
<td>Vulnerability ↑ as indicator ↑</td>
</tr>
<tr>
<td></td>
<td>Dry days &lt; 1 mm</td>
<td>Vulnerability ↑ as indicator ↑</td>
</tr>
<tr>
<td></td>
<td>Total precipitation percentage change</td>
<td>Vulnerability ↑ as indicator ↑</td>
</tr>
<tr>
<td></td>
<td>Heavy rainfall days &gt; 25 mm</td>
<td>Vulnerability ↑ as indicator ↑</td>
</tr>
<tr>
<td></td>
<td>Hot days &gt; 25</td>
<td>Vulnerability ↑ as indicator ↑</td>
</tr>
<tr>
<td></td>
<td>Mean temperature</td>
<td>Vulnerability ↑ as indicator ↑</td>
</tr>
<tr>
<td></td>
<td>Mean wind speed</td>
<td>Vulnerability ↑ as indicator ↑</td>
</tr>
<tr>
<td></td>
<td>Relative humidity</td>
<td>Vulnerability ↑ as indicator ↑</td>
</tr>
<tr>
<td>Sensitivity</td>
<td>Deprivation index</td>
<td>Vulnerability ↑ as deprivation index ↑</td>
</tr>
<tr>
<td></td>
<td>Unemployment rate*</td>
<td>Vulnerability ↑ as unemployment ↑</td>
</tr>
<tr>
<td></td>
<td>Ratio of population under 15 and over 65 to 19 - 64 *</td>
<td>Vulnerability ↑ as rate of dependency ↑</td>
</tr>
<tr>
<td></td>
<td>Percentage of populated area relative to CAU area</td>
<td>Vulnerability ↓ as % populated area ↑</td>
</tr>
<tr>
<td></td>
<td>Percentage of single-headed households*</td>
<td>Vulnerability ↑ as % of single-headed households ↑</td>
</tr>
<tr>
<td></td>
<td>Road density (ratio of km of road per km2 of populated area)</td>
<td>Vulnerability ↑ as ratio ↑</td>
</tr>
<tr>
<td>Adaptive Capacity</td>
<td>Average household income*</td>
<td>Vulnerability ↓ as income ↑</td>
</tr>
<tr>
<td></td>
<td>Housing stress (ratio of rent payments to household income)*</td>
<td>Vulnerability ↑ as housing stress ↑</td>
</tr>
<tr>
<td></td>
<td>Percentage of population that are owner-occupiers of house*</td>
<td>Vulnerability ↓ as % owning house ↑</td>
</tr>
<tr>
<td></td>
<td>Percentage of area in cropland**</td>
<td>Vulnerability ↓ as % on crops production ↑</td>
</tr>
<tr>
<td></td>
<td>Percentage of area in grassland**</td>
<td>Vulnerability ↓ as % on grass production ↑</td>
</tr>
<tr>
<td></td>
<td>Percentage of area in forest**</td>
<td>Vulnerability ↓ as % of forest cover ↑</td>
</tr>
</tbody>
</table>

**NOTE**

* Data at census area level, extracted from Census 2013.
** Data extracted from LUCAS NZ land use map 2012: Climatic (exposure) data extracted from Peace et al. (2017)
4.5 Flooding risk in the built environment


Flooding is the most common natural hazard in Auckland. With its many harbours, inland watercourses and tributaries, there is no part of the region that is not close to and intimately related with water.

Auckland’s sub-tropical climate means that high humidity and heavy rainfall events are not uncommon year-round. Further, there is a risk of tropical storms from the Pacific.

Climate change will increase the severity and frequency of flooding across the city, particularly in winter and autumn.

Auckland’s urban area has large amounts of impervious surfaces. These surfaces can alter the volume, speed and path of rainfall runoff.

Almost one quarter (23%) of Auckland’s buildings are exposed to flood hazards. It is estimated that 16,000 buildings are at risk of floor flooding in a 100 year flood event.

**Impacts**

Flood events damage property and endanger the population directly through debris fields, high velocities and increased risk of drowning. Secondary effects include but are not limited to increased risks of vector and water-borne diseases following flood events and contamination from wastewater overflows.

Infrastructure failure, displacement, disruption and insurance costs all have further impact on society and have long lasting impacts. Increased risk of Post-Traumatic Stress Disorder can result from extreme natural disasters such as flooding.

<table>
<thead>
<tr>
<th>FLOOD HAZARD</th>
<th>NUMBER OF BUILDINGS*</th>
<th>PERCENTAGE OF TOTAL BUILDINGS*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Floodplain (F1)</td>
<td>64,064</td>
<td>12%</td>
</tr>
<tr>
<td>Flood prone area (F5)</td>
<td>22,798</td>
<td>4%</td>
</tr>
<tr>
<td>Overland</td>
<td>80,244</td>
<td>15%</td>
</tr>
<tr>
<td>Total</td>
<td>127,593</td>
<td>23%</td>
</tr>
</tbody>
</table>

**NOTE**

* Buildings are defined as structures greater than or equal to 60m² in area, many small structures such as garden sheds would not be included in this estimate.
04/ TECHNICAL REPORT SERIES

Vulnerability
Current and future flooding exposure and risk is core council information. How exposure translates into vulnerability is necessary to understand the impact of flood events on different communities.

As with all climate related risks, the effects of flooding will be influenced by a range of factors. These factors can include things such as household income, housing tenure or personal mobility. More information is needed to understand the level of flood vulnerability that Auckland communities in different locations experience now and may in the future.

Responding to climate change requires fundamental changes in how we think about and plan for the future of our catchments, coastlines and communities. Some hard decisions will be required about the acceptability and affordability of sustaining human habitation and infrastructure in some areas. We need to change how we use land and waterways, and design, construct, and manage buildings and infrastructure to reduce the risk. We need to consider the whole of life risks and costs of future investments in land and infrastructure development, and engage the community in open and honest conversations.

How Auckland can adapt
Reduce the effect of impervious surfaces in new developments, utilising green infrastructure to decrease runoff.

Locating new development appropriately, outside floodplains.

Work across Council to create future focussed policy, planning, development and asset management that is informed by the long-term consolidated risk to human life, property and infrastructure from all natural hazards and future climate change.

Flooding is the most common natural hazard in Auckland.
4.6 Auckland’s exposure to sea level rise


Auckland will experience sea level rise and coastal inundation, with significant impacts on people, the environment, land, buildings and infrastructure.

Over this century approximately 1.5–2.5% of Auckland’s land area could be exposed to sea level rise. This encompasses 0.3% of buildings, 80% of coastal ecosystems and 6% of dairy land.

Outside of these potentially exposed areas, there are other areas across Auckland that are predicted to become exposed to coastal inundation in extreme weather events.

**Scenarios**

The following scenarios were assessed for sea level rise, and for coastal inundation to understand Auckland’s exposure impacts over time.

**SEA LEVEL RISE**

- 0.25 metre sea level rise
- 0.5 metre sea level rise
- 1 metre sea level rise
- 2 metre sea level rise

**COASTAL INUNDATION**

- 1 in 100-year average return interval (ARI)
- 1 in 100-year ARI + 1 metre sea level rise
- 1 in 100-year ARI + 2 metre sea level rise

Coastal inundation and sea level rise are already affecting Aucklanders. We need to prepare our infrastructure now and understand limitations to areas available for future infrastructure.
Exposure

- A substantial proportion of coastal ecosystems would be exposed with projected sea level rise. Some coastal and scrub forests exposed to sea level rise and inundation, with mangroves and saltwater wetlands being the most exposed.*

- Some unitary plan zones are exposed in long-term sea level rise scenarios, particularly coastal zones, port zone and the central business district.

- Buildings have been constructed in zones that are now known to be exposed to sea level rise, although planning regulations require habitable floors to be above the 100 year storm inundation level including 1 metre sea level rise.

- Some residential land is exposed (the most exposed being Rural and Coastal Settlement zones), and less than 1% of the future urban zone is exposed across sea level rise scenarios investigated here.

- Many parks lie along shores and coastal margins, with between 1% and 7.5% of Council-owned green space exposed to sea level rise, including sports fields, parks and cemeteries.

- Utilities and transport have high proportional exposure as they are more likely to be below sea level and may be exposed to salt intrusion, as well as utility assets on the coast being more directly exposed, due to their location.

How Auckland can adapt

Understanding the specific areas that are exposed to sea level rise and coastal inundation will enable a targeted focus to assist building capacity and preparation. These specific areas identified will inform additional actions for Auckland’s Climate Action Plan to build resilience, planning and regulations and to mitigate the impacts of climate change as much as possible.

- Livestock farms including sheep, beef and dairy comprise most of the agricultural production land in the Auckland region and have the greatest area of land exposed to sea level rise.

- Further industries that will be affected include fisheries, hatcheries and other marine aquaculture.

**NOTE**

* Vulnerability is not known e.g. there may be room for these to move/adapt with SLR.
Figure 10: Exposure of Auckland to possible sea level rise scenarios.

Figure 11: Exposure of Auckland to coastal inundation coupled with sea level rise.
4.7 Climate change impacts and risks for terrestrial ecosystems


Auckland’s current climate is classified as subtropical with warm humid summers, mild winters and plentiful rainfall.

Climate change will result in changed weather patterns and conditions, with accumulating impacts, as well as increased risk of extreme events that damage ecosystems.

Rainfall is projected to increase in intensity and decrease overall which will have a direct effect on ecosystems that will be subject to drought and flood conditions more frequently.

The varied ecosystems across Auckland will be affected differently, for example taiga and rimu forests are more susceptible to drought stress. Changes in the pattern of drought conditions have the potential to alter Auckland’s ecosystems.

Additionally many ecosystems have restricted spatial distribution that make them more vulnerable to regional extinction from changed environmental conditions or extreme events.

Most of Auckland’s indigenous ecosystems are already under threat from introduced animal or plant pests, and clearance and fragmentation as a result of development and agriculture. Climate change has the potential to exacerbate these effects.

There are several ecosystems that have highly localised or restricted distributions and so are more vulnerable to regional extinction or severe reduction of their range from a random physical disturbance event. With the increasing frequency and severity of extreme weather events due to climate change, events such as landslides, flooding or erosion can severely impact the health of ecosystems. In the worst-case scenarios, ecosystems can be completely inundated or destroyed.

Coastal areas are particularly prone to the effects of climate change due to their exposure to storm events, salt deposition and rising sea levels.

Ten regional ecosystems are classified as having severely restricted spatial distribution, six of which are critically endangered. These are mostly coastal and therefore are most vulnerable to severe weather events, flooding, erosion and changed weather patterns.

Native ecosystem maps were overlain with projected sea level rise and inundation scenarios to understand the effects on these habitats.

Ten ecosystems were identified as being at risk, where more than 10% of their area is vulnerable to a storm surge event. Of those, nine are native ecosystems that are classified as endangered or critically endangered.
Species most at risk include bats, reptiles and amphibians, invertebrates, birds and plants with restricted or exclusively coastal distributions. Many already vulnerable or endangered species will experience greater stresses from climate change.

Seabirds are particularly at risk as they are most affected by sea level rise, storm events and destruction of their habitats and nesting colonies.

**How Auckland can adapt**
Further research is recommended to understand different ecosystems. Currently there is a lack of detailed knowledge on how different ecosystems and their species components react to climate change and so future predictions cannot be accurately made, particularly as accumulating impacts of climate change will impact species uniquely.

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The compounding cumulative effects of climate change will affect our native ecosystems.

Auckland is a seabird hotspot with 24 species breeding in the region. Seabirds are at risk as they are most affected by sea level rise.
4.8 Climate change risks for marine and freshwater ecosystems

Understanding the interplay between climate change impacts and other human-induced stressors is paramount to protecting culturally, economically, and ecologically important species.

Assessment undertaken

The sensitivity of specific aquatic species and habitats in the Auckland region to potential climate change stressors was assessed and results indicate:

Stressors on Marine Ecosystems

- Increasing water and air temperatures in freshwater streams and marine habitats affect reproduction and growth rates. This can also result in a shift in species distributions and create conditions that allow for invasive species to establish new populations in New Zealand. Intertidal mudflats and rocky reefs are highly sensitive to both water and air temperature.
- Ocean acidification affects the condition and survival of marine species, particularly those that have hard, carbonate structures, such as shellfish, urchins (kina), marine snails and plankton, all of which are important components of Auckland’s marine ecosystems, and a food source for many as well as important aquaculture species like mussels.
- Lower nutrient concentrations could result in fewer primary producers, such as phytoplankton and macroalgae which form the base of the marine food web and underpin the stability of marine ecosystems.
- Increasing sea level rise reduces the viability of some marine habitats, particularly intertidal habitats and coastal vegetation that are at the edge of the coastal margin and those species that rely on exposure to air throughout the tidal cycle.
- Changes to rainfall and storm patterns may cause declines in water quality due to increased sediment and other contaminant runoff.
Aquatic ecosystems are affected by the accumulating impacts of climate change. The health of these aquatic ecosystems is fundamental to human wellbeing.

STRESSORS ON FRESHWATER ECOSYSTEMS

- Increases in air temperature may result in increased stream temperature, particularly in places where there is little riparian vegetation for shade and in shallow streams characteristic of Auckland.
- Decreased rainfall will result in decreased stream flow, reducing the amount of in-stream habitat available for fish and macroinvertebrates.
- Heavy rain events can result in increased sediment runoff from the land, stream bank erosion, and stream habitat scouring.
- Reduced wind speed will affect mixing dynamics in the surface of lakes, altering the physical and chemical conditions of the water column. Less ability for freshwater species to migrate also increases their vulnerability if their habitat degrades or is damaged.

The results of the assessment can be seen in Table 3 overleaf. These changes also need to be considered with natural variability including long term climate cycles.

Intact aquatic ecosystems provide a range of ecosystem services that Auckland relies on every day, including oxygen production, climate regulation, and food and clean water provision. Changing ecosystems will impact our ability to adapt. The health of these aquatic ecosystems is fundamental to human wellbeing.
04/ TECHNICAL REPORT SERIES

TABLE 3 CLIMATE CHANGE SENSITIVITY MATRIX
FOR KEY AQUATIC SPECIES AND HABITATS

<table>
<thead>
<tr>
<th>HABITAT/SPECIES</th>
<th>WATER TEMPERATURE</th>
<th>EXTREME RAINFALL</th>
<th>NUTRIENTS</th>
<th>OCEAN ACIDIFICATION</th>
<th>SEA LEVEL RISE</th>
<th>WATER CIRCULATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intertidal mud flats</td>
<td>High</td>
<td>High</td>
<td>Low</td>
<td>Moderate</td>
<td>High</td>
<td>Moderate</td>
</tr>
<tr>
<td>Intertidal rocky reef</td>
<td>High</td>
<td>High</td>
<td>Moderate</td>
<td>High</td>
<td>High</td>
<td>Moderate</td>
</tr>
<tr>
<td>Mangroves</td>
<td>Low</td>
<td>Low</td>
<td>Low</td>
<td>Low</td>
<td>Low</td>
<td>Low</td>
</tr>
<tr>
<td>Kelp forests</td>
<td>High</td>
<td>Moderate</td>
<td>Moderate</td>
<td>Moderate</td>
<td>Moderate</td>
<td>High</td>
</tr>
<tr>
<td>Seagrass</td>
<td>Moderate</td>
<td>Moderate</td>
<td>Low</td>
<td>Moderate</td>
<td>Low</td>
<td>Moderate</td>
</tr>
<tr>
<td>Subtidal rocky reef</td>
<td>High</td>
<td>Moderate</td>
<td>Moderate</td>
<td>High</td>
<td>Low</td>
<td>Moderate</td>
</tr>
<tr>
<td>Subtidal soft bottom</td>
<td>Moderate</td>
<td>High</td>
<td>Low</td>
<td>Low</td>
<td>Low</td>
<td>Low</td>
</tr>
<tr>
<td>Freshwater hard bottom</td>
<td>Low</td>
<td>High</td>
<td>Moderate</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Freshwater soft bottom</td>
<td>Low</td>
<td>High</td>
<td>Moderate</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Marine shellfish</td>
<td>Moderate</td>
<td>High</td>
<td>Low</td>
<td>High</td>
<td>Moderate</td>
<td>Low</td>
</tr>
<tr>
<td>Marine fish</td>
<td>Moderate</td>
<td>Low</td>
<td>Low</td>
<td>Low</td>
<td>Moderate</td>
<td>Low</td>
</tr>
<tr>
<td>Freshwater fish</td>
<td>High</td>
<td>Low</td>
<td>Low</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Freshwater invertebrates</td>
<td>Moderate</td>
<td>High</td>
<td>Low</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

How Auckland can adapt

Understanding the impacts of climate change and interactions with other multiple stressors on the aquatic ecosystems is imperative to planning for a more resilient Auckland.

- Taking action to manage other ecosystem stresses such as habitat loss, sedimentation and pollution that will be exacerbated by climate change effects and reduce ecosystem resilience.

- Restoration of natural ecosystems to increase resilience.

- Undertaking ongoing New Zealand based studies to assess ecosystem risk.
05/ Additional and emerging risks

In addition to the risks already identified, there are other factors – known and emerging – that may compound with the effects of climate change and potentially exacerbate them.

These could include land use change, increasing population and climate migrants, food and energy security, pollution, global economy, and human induced stressors. There is uncertainty as to how exactly these effects may compound or interact.

- **A rapidly growing population** puts pressure on the environment through sprawl and urbanisation that inevitably encroaches on the environment. Climate migrants are likely to come to New Zealand from the Pacific Islands due to rising sea levels. This will place further pressure on the country’s resources.

- **Food security** is a broader issue than merely considering available land allocated to agriculture. A changing climate will alter crop production and increase the risk of drought or flood, as well as increasing the risk of new disease. New Zealand’s economy is heavily dependent upon agriculture, which may be affected by the exacerbated effects of climate change on the land.

- **The magnitude of health consequences** from climate change is unknown. There is increased risk of extreme weather events that could cause injury or damage to key infrastructure. New diseases and vectors may become established in New Zealand and events such as extreme heat may cause acute health problems and exacerbate chronic illness, particularly in vulnerable populations.

- **Saltwater intrusion** will increase with rising sea levels and affect a greater area surrounding Auckland. This can pose risks to buried infrastructure such as utilities and transport tunnels, as well as agricultural land. It can also pose risk to artesian water supplies.

The cumulative effect of multiple stressors will also pose emerging risks. While National Institute of Water and Atmospheric Research predictions provide an idea of the effects of individual variables, it is unclear what the effect of multiple variables will be on the ecosystem and Auckland. In the absence of this information, it is critical that precautionary and adaptive measures be taken in decision-making at every level.

It is imperative to keep researching, monitoring and reviewing the impacts of climate change to continue filling in the gaps and prepare. Collaboration is the way forward for Auckland to create resilience amongst our communities.
06/ Bibliography


Local board governance work management for the 2019-2022 triennium

File No.: CP2019/19133

Te take mō te pūrongo
Purpose of the report
1. To agree on the approach for efficient and effective management of the governance work of the local board for the 2019-2022 triennium.

Whakarāpopototanga matua
Executive summary
2. At the end of each triennium, the Local Board Services (LBS) department delivers a review of local board work practices, including the organisational support they require and how well they support the boards in their governance role. The 2016-2019 triennium review gathered feedback from local board members, staff from LBS and other council departments, and council-controlled organisations (CCOs).

3. In response to the review, this report outlines a recommended approach for local boards to manage their governance workload as follows:
   - maintain a key focus on annual work programmes and their implementation through quarterly reporting and regular workshops with the whole local board, with decisions made at business meetings
   - appoint nominated local board members who will be consulted on landowner consents and events and who will provide feedback on liquor licences and resource consents
   - appoint nominated local board members to external organisations.

4. These practices support the local board to undertake their governance role in an efficient and effective way, reflect the priority work of the local board and help the organisation focus its resources. Some of these practices require a decision of the local board, such as specific appointments of local board members, and separate reports cover these recommendations and associated advice.

5. Local boards are also able to identify topic area leads who would act as a champion with the local board on specific topic areas. Leads would focus on work programme activities/projects within their topic areas and understanding relevant community needs and preferences, thereby enabling other members to focus their time on other parts of the board’s workload.

6. The review feedback suggests the following advantages for having a full board involved in direction-setting discussions on issues rather than identifying topic area leads:
   - staff are confident that the direction is the view of the whole board rather than one member
   - knowledge and information is retained by the full local board rather than one member
   - discussions with staff are less likely to enter into management or operational level detail
   - it avoids inefficient duplication, when conversations are held between staff and a lead, and then repeated with the full local board.

7. The feedback from the review highlighted that if a board does appoint topic area leads, the risks should be mitigated by providing a clear scope for that role and ensuring it does not lead to inefficiency or adversely affect staff receiving clear direction from the full local board.
Ngā tūtohunga
Recommendation/s

That the Upper Harbour Local Board:

a) agree the following approach to effectively and efficiently manage the governance work of the local board for the 2019-2022 triennium:

i) maintain a key focus on annual work programmes and their implementation through quarterly reporting and regular workshops with the whole local board, with decisions made at business meetings

ii) appoint nominated local board members who will be consulted on landowner consents and events, and who will provide feedback on liquor licences and resource consents

iii) appoint nominated local board members to external organisations.

Horopaki

Context

8. The governance role of an elected member is to:
   • set direction and policy
   • set priorities
   • make significant decisions
   • test advice
   • monitor performance and risk
   • connect with and represent the community
   • be accountable to the public.

9. At the end of each triennium, the LBS department undertakes a review of the work practices of, and organisational support provided for, local boards and how this supports them in their governance role. Previous reviews have noted the progress the organisation has made in supporting the governance role of local boards over the past nine years. Improved support and delivery from the organisation have enabled local board members' time to be used in a more effective and efficient manner as the governance model has matured.

10. During the 2016-2019 triennium review, feedback was gathered from local board members, staff from LBS and other council departments, and CCOs who work with local boards.

11. Key themes from local board members related to having topic area leads. Both positives and negatives were identified.

12. Key themes from staff were that clear direction is given from the full local board and local board members operate at the governance level. Staff identified both positive and negative aspects of having topic area leads.

13. The findings from the review have informed the content of this report.
Tātaritanga me ngā tohutohu
Analysis and advice

Work practices supporting the governance role of local boards (recommended approach)

14. There are established work practices in place which support the governance role of local boards as follows:

- Local boards adopt an annual work programme each June for implementation by the council organisation in the next financial year (July-June). Local boards maintain a key focus on these annual work programmes and their implementation through quarterly reporting and regular workshops with the whole local board, with decisions made at business meetings.

- Local boards appoint a nominated local board member who will be consulted on landowner consents and events by staff carrying out their delegations. Local boards can also appoint a nominated local board member to provide feedback and attend hearings on liquor licences and notified resource consents to ensure that local board views are taken into account in these timebound processes. These appointments are made via a separate report.

- Local boards appoint nominated local board members to external organisations (via separate report) to exercise their role in the external organisation as per the relevant constitution on behalf of the local board.

15. Together, these practices constitute the recommended approach for managing the governance work of the local board for the 2019-2022 triennium, reflect the priority work of the local board and are the focus of the organisation’s staff and resources.

16. This approach allows all members to have an overview and collective understanding of work programme matters, and for the whole local board to be able to provide direction to staff and track performance and delivery throughout the financial year. It also enables collective discussions that utilise individual member’s skills and knowledge and ensures elected member and staff time are used effectively and efficiently.

17. Transparency to the public is ensured by local board decisions occurring through the formal business meeting process with associated standing orders.

Optional addition: Topic area leads (not recommended)

18. An optional addition to the recommended approach is that the local board identifies topic area leads. Leads would:

- act as a champion for the topic area in full local board conversations
- focus on work programme activities/projects within their topic area
- maintain relationships with key stakeholders
- understand relevant community needs and preferences.

19. Leads may also:

- be appointed as the nominated local board member to provide feedback on behalf of the board on relevant matters (e.g. landowner consents) and appointed to related external organisations
- undertake learning and development opportunities and attend conferences (using their individual development budget provided as part of the Kura Kāwana development programme) relevant to the topic area
- highlight relevant issues and emerging priorities during local board plan and work programme development
• act as a key contact for community groups and members of the public on the topic area.

20. Topic area leads would enable individual local board members to use existing or build new knowledge and expertise in the topic area and enable other members to focus their time on other parts of the governance workload.

21. Should the local board identify topic area leads, there are the following risks to consider:
   • a member may provide direction or views which do not reflect those of the full local board
   • staff may seek direction from a topic area lead instead of the full local board, or seek direction from a topic area lead prior to the full local board, resulting in duplication of work
   • key knowledge and information on a topic may be retained with the topic area lead and not shared with the whole local board
   • a topic area lead may enter into discussions at the management or operational level if meeting regularly with staff without a clear governance purpose for the discussion.

22. These risks can be addressed by:
   • using the workshop process as the mechanism for all local board members to receive updates and provide governance direction on approved work programme projects
   • clarifying the limited resources available to any topic area lead.

23. Staff resourcing is focused on work programme development and delivery, along with advice to support workshops and business meetings. Topic area leads can be supported by staff to undertake the following responsibilities:
   • when issues arise at a full board workshop, the lead can be directed to meet with staff on that issue and explore solutions; staff would report back to the full board for direction, and the lead can assist with explanation and support during that discussion
   • develop local board feedback on regional policies, plans and strategies relevant to the topic area, for full local board approval
   • respond to constituent enquiries relevant to the topic area
   • report back to the local board at workshops, and publicly, via board member reports at business meetings on the activities undertaken as the topic area lead.

24. If a local board does want to appoint topic area leads, it may wish to consider identifying alternates. The role of the alternate would be to support the topic area lead in their responsibilities and undertake any roles the lead has been formally appointed by the whole board when the lead is unavailable. Having an alternate means that the information, knowledge, skills and workload can be shared by more than one member, but it could also lead to confusion between the two roles where the alternate acts as a co-lead.

25. If a local board’s preference is to appoint topic area leads, this will require a local board decision via a resolution to this report.

**Tauākī whakaaweawe āhuarangi**

**Climate impact statement**

26. This report is procedural in nature so does not have direct climate impacts. However, a key focus for the council in the current term will be how it responds to the climate emergency and this may be a consideration for how local boards manage their governance work.
Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera
Council group impacts and views
27. Feedback was gathered from staff from the LBS department, and other departments and CCOs who work with local boards, about practices to manage the local board governance work through the 2016-2019 triennium review.
28. The practices used by a local board to manage their governance work can impact on the efficiency of staff engagement with members. Some variation in practices is required to reflect local differences, but overall large differences in work practices is challenging and consistency is beneficial.
29. In light of this, the LBS department has provided consistent advice and recommendations on work practices to all local boards to consider when making decisions on how they will manage their governance work for the 2019-2022 triennium.

Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe
Local impacts and local board views
30. Feedback was gathered from local board members about practices to manage local board governance work through the 2016-2019 triennium review. This included:
   - a workshop attended by 13 local board members from 10 local boards
   - a survey to all members, with responses provided by 29 members from 13 local boards.
31. The practices used by a local board to manage their governance work can impact efficiency and effectiveness of engagement with communities and the opportunities that members have to provide local leadership beyond the formal decision-making process.
32. The topic of managing the governance work of the local board was discussed at a workshop on 7 November 2019, as part of the Upper Harbour Local Board induction programme for the 2019-2022 triennium.
33. The board has indicated its support for the recommended approach for local boards to manage their governance workload. The majority of board members indicated they would like this to be in conjunction with the optional addition of ‘Topic area leads’ (not recommended).

Tauākī whakaaweawe Māori
Māori impact statement
34. This decision is procedural in nature so does not have immediate impacts on Māori.

Ngā ritenga ā-pūtea
Financial implications
35. This decision is procedural in nature so does not have any financial implications.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations
36. The risks and mitigations of having topic area leads are outlined in the ‘Analysis and Advice’ section of this report.
37. Risks relating to any specific decision required for the work practices that form the recommended approach are outlined in the respective separate reports relating to those decisions.
Ngā koringa ā-muri

Next steps

38. Staff from the LBS department will work with staff from other departments and CCOs to ensure the practices of the local board are implemented.

Ngā tāpirihanga

Attachments

There are no attachments for this report.

Ngā kaihaina

Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Emma Reed - Local Board Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Kerri Foote – Operations and Improvements Manager</td>
</tr>
<tr>
<td></td>
<td>Oliver Roberts – Central Teams Manager</td>
</tr>
<tr>
<td></td>
<td>Louise Mason – General Manager Local Board Services</td>
</tr>
<tr>
<td></td>
<td>Eric Perry – Relationship Manager</td>
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Local board appointments and delegations for the 2019-2022 electoral term

File No.: CP2019/19134

Te take mō te pūrongo
Purpose of the report
1. To appoint a local board member to:
   - be the nominated local board member for landowner consents (including affected party approvals)
   - be the nominated local board member for film applications
   - be the nominated local board member for events
   - provide formal reports on liquor licence applications and attendance at hearings
   - provide formal views on whether a resource consent should proceed as a non-notified, limited notified or fully notified application
   - provide formal views (feedback) on notified resource consents and attend the council hearings.

Whakarāpopototanga matua
Executive summary
2. In order to enable effective and efficient decision-making, the council delegates some responsibilities to staff or individual elected members. This report seeks to appoint nominated local board members who will be consulted on landowner consents and events, and who will provide feedback on liquor licences and resource consents.

3. If local boards choose not to appoint a nominated board member for landowner consents, staff will consult with the Local Board Chairperson, as outlined in the Local Board Delegation Protocols.

4. District Licensing Committees consider and grant or renew applications for liquor licences and manager’s certificates. These applications are publicly notified, and local boards can provide views on an application to the District Licensing Committee. A delegation to a nominated local board member is recommended to allow local boards to provide formal views as part of the liquor licensing process.

5. Local boards can provide feedback on whether resource consent applications should be publicly notified. Local boards can also provide written feedback once the applications are notified and can subsequently speak to their feedback to support their views at the council hearing. A delegation to a nominated local board member is recommended.

Ngā tūtohunga
Recommendation/s
That the Upper Harbour Local Board:

a) appoint a board member as a delegate and a board member as alternate, as the nominated local board members for landowner consents (excluding landowner consents for filming) and authorise them to:

i) be the point of consultation for staff on all applications for landowner consent and, at their discretion, refer any application for landowner consent to the local board for a local board decision
ii) receive staff notifications of areas that may involve reputational, financial, performance or political risk.

b) appoint a board member as delegate and a board member as an alternate, as the nominated local board members for landowner consents for filming and authorise them to:
   i) be the point of consultation with staff on all applications for landowner consent for filming and, at their discretion, refer any applications for landowner consent for filming to the local board for a local board decision
   ii) receive notifications from staff of areas that may involve reputational, financial, performance or political risk.

c) appoint a board member, and a board member as an alternate, as the nominated local board members for events and authorise them to receive staff notifications of areas that may involve reputational, financial, performance or political risk.

d) delegate to a board member, and a board member as an alternate, the authority to prepare and provide local board views and speak to those local board views at any hearings on applications for liquor licences.

e) delegate to a board member, and a board member as an alternate, the authority to provide the local board views on whether a resource consent should proceed as a non-notified, limited notified or fully notified application.

f) delegate to a board member, and a board member as an alternate, the authority to prepare and provide local board views and speak to those local board views at any hearings on notified resource consents.

Horopaki Context

Background

6. Decision-making within Auckland Council is shared between the Governing Body and local boards. Local boards have made a general delegation to the Chief Executive of all of their responsibilities, duties and powers subject to the exclusions, restrictions and clarifications set out in the Chief Executive’s Delegations Register. The Chief Executive has in turn delegated those responsibilities, duties and powers to staff. The exercise of those responsibilities, duties and powers is subject to a set of delegation protocols. These protocols provide a set of expectations and directions to staff and require a number of actions that are relevant to all local activities. These delegations help Auckland Council to operate efficiently and effectively.

7. In some cases, delegations are given to individual local board members, usually due to short timeframes constrained by operational requirements, customer expectations and deadlines set by statute. Having a delegation in place to one local board member helps to ensure that council can continue to undertake its normal business practices without undue delays.

8. Local boards have allocated responsibility for decision-making with respect to local parks and have delegated landowner consent decisions to staff subject to a number of delegation protocols. The delegation protocols require that the nominated local board member is consulted on every landowner consent. Landowner consents encompass a broad range of activities, including affected party approvals, filming and events. Local boards are also able to provide their formal views in a report at liquor licence hearings.

9. Under the Local Government (Auckland Council) Act 2009, the Governing Body must consider any views and preferences expressed by a local board, where a Governing Body decision affects or may affect the responsibilities or operation of the local board or the well-being of communities within its local board area. Local boards’ ability to provide local views...
can be affected because of statutory timeframes or external agency deadlines. Delegating authority for providing local board views to individual members provides local boards the opportunity to give local views within prescribed timeframes.

Tātaritanga me ngā tohutohu
Analysis and advice

Landowner consents
10. Under Auckland Council’s Combined Chief Executive Delegations Register, council staff are delegated authority to approve landowner consents on behalf of local boards. This delegation is subject to the Local Board Delegations Protocols. These protocols require that before exercising their delegations, staff must consult with a nominated local board member for landowner consents. If required by the nominated local board member, the staff member must refer the landowner consent decision to a local board business meeting for a decision.

11. It is therefore recommended that the local board appoint a nominated local board member for landowner consents to enable staff to exercise their delegation.

Landowner consents for filming
12. Screen Auckland (Auckland Tourism, Events and Economic Development) processes requests for filming in the Auckland region and seeks landowner consent from local boards. Over 600 permits are granted each year, with the largest number of permits being granted in Waitematā, Wāitakere Ranges and Rodney Local Board areas.

13. Screen Auckland must process the applications within three to five working days, and therefore require feedback from local boards within two working days. These timeframes are short because filming activities often have a fast turnaround for productions from concept to delivery. To keep filming in Auckland in a competitive international market, film crews often have to work within short timeframes.

14. Due to the extremely short timeframes for film applications, where local boards have a large number of filming applications, it may be beneficial for this subset of landowner consents to be referred to a different nominated local board member to manage workloads.

Events
15. Under the Local Board Delegations Protocols, staff must consult with and obtain the views of the nominated local board member on:

- applications to hold events on council-owned land in the local board area that require regulatory approval and involve one or more of the following matters:
  - complete or substantial closure of the public open space
  - more than 500 people
  - road closure
  - liquor
  - ticketed event
- any regulatory decision to set fees and charges for holding local events on council-owned local parks and reserves (and refer the matter to the local board to obtain local board views and input where required by the delegated local board member)
- areas that may involve reputational, financial, performance or political risk
- decisions to approve events on council-owned land in the local board area.
Formal submissions at liquor licence hearings

16. District Licensing Committees consider and grant or renew applications for liquor licences and manager’s certificates. When a business applies for an on-licence, off-licence, or club licence, new or renewed, they are publicly notified. On 25 September 2014, the Governing Body (resolution number GB/2014/103) agreed to a process where local boards can provide views on an application in a report to the District Licensing Committee. If the District Licensing Committee considers that the local board’s report has raised issues that it needs to hear more about, it can call a hearing and invite the local board to appear and talk to its report and respond to questions as a witness.

17. Once the public notice has been posted online, the local board has 15 working days to provide their report to council.

18. This report recommends a delegation to a nominated local board member to allow local boards to provide formal views as part of the liquor licensing process.

Notified resource consents

19. Local boards can provide feedback, within the statutory timeframes, on whether resource consent applications should be publicly notified. This was resolved by the Governing Body on 28 July 2011 (resolution number GB/2011/156). Resource consent planners email the planning lead copies of applications that meet the triggers set by the local boards (last reviewed in 2017).

20. The planning leads have three working days to provide comment on the matter of whether the application should be publicly or limitedly notified to particular persons who may be adversely affected by the proposal. Where comments are provided, these are included verbatim as part of the reporting planner’s notification report to the decision-maker.

21. Local boards can also provide written feedback once resource consent applications have been notified. Written feedback needs to be provided prior to the submission closing date (usually 20 working days after public notification). Local boards can subsequently speak to their feedback to support their views at any hearing.

22. This report recommends a planning lead for each local board to provide the local board’s formal views on whether or not resource consents should be notified or limitedly notified and to provide written feedback on notified applications and speak on the local board’s behalf at the council hearing.

Options considered

23. Options available for local boards to input into landowner consents, events, planning processes and liquor licences have been summarised in Tables 1 and 2.

24. It is recommended that local boards select both a nominated local board member and an alternate. The alternate is available to act when the nominated local board member is unable to act, e.g. leave of absence, illness, and has agreed, via written communication that the alternate take the role of nominated local board member for a specified time period.

25. Staff recommend that local boards appoint one nominated local board member and an alternate. Appointing more than one nominated local board member increases administration for staff and can create unnecessary confusion where local board members provide differing views to staff.

Nominated local board members under the Local Board Delegations Protocol

26. The preferred option is that a nominated local board member is appointed for landowner consents and events (option two in Table 1). This option is preferred because it aligns with council’s existing delegations and local board delegation protocols and allows for council to undertake core business in a timely manner.

27. There is reputational risk to council if it is unable to administer landowner consents in a timely manner.
Table 1: Options for local boards to address requirement for nominated local board members under the Local Board Delegations Protocol for landowner consents and events

<table>
<thead>
<tr>
<th>Options</th>
<th>Pros</th>
<th>Cons</th>
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</table>
| 1. There are no nominated local board members and staff must consult with the local board chairperson as a primary point of contact | - The local board chairperson will become the subject matter expert for the local board on landowner approvals and events  
- Local boards can provide their views in a timely way that better meets organisational deadlines | - The local board chairperson’s work-load will be increased  
- Decisions are not made by the full local board  
- Decisions are not made at a public meeting |
| 2. Nominated local board members appointed for landowner consents and events (preferred option) | - The nominated local board member will become subject matter expert for local board on topic they are nominated for  
- Local boards can provide their views in a timely way that better meets organisational deadlines | - Decisions are not made by the full local board  
- Decisions made under delegation are not made at a public meeting |

Notified applications (resource consents and liquor licences)

28. Local boards normally provide their formal views at business meetings (option two in Table 2). Because local board reporting timeframes do not usually align with process and statutory timeframes outlined above, in most instances reporting at a business meeting will not be a viable option.

29. Providing a delegation to one local board member and one alternate (option three in Table 2) is considered the most efficient way of providing formal views for the matters discussed in this report.

Table 2: Options for local boards to provide their formal views on notification of resource consents and liquor licences

<table>
<thead>
<tr>
<th>Options</th>
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<th>Cons</th>
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<tbody>
<tr>
<td>1. No formal local board views are provided</td>
<td></td>
<td>- Local board views will not be considered by the hearing commissioners</td>
</tr>
</tbody>
</table>
| 2. Formal local board views are provided at a business meeting          | - All local board members contribute to the local board view  
- Provides transparent decision making                                  | - Local board meeting schedules and agenda deadlines are unlikely to align with statutory deadlines imposed by the planning process |
| 3. Formal local board views are provided by way of delegation to one local board member for all applications (preferred option) | - Nominated local board member will become subject matter expert for local board on topic they are nominated for  
- Local boards can provide their views in a timely way that meets statutory deadlines  
- Any feedback can be reported back to the local board                   | - Decisions are not made by the full local board  
- Decisions made under delegation are not made at a public meeting (decisions are made public once submitted via the planning process) |
**Tauākī whakaaweawe āhuarangi**

**Climate impact statement**

30. These decisions are procedural in nature and any climate impacts will be negligible. The decision is unlikely to result in any identifiable changes to greenhouse gas emissions. The effects of climate change will not impact the decisions.

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

**Council group impacts and views**

31. This report recommends the appointment of nominated local board members to ensure that council can undertake its operational and statutory duties in a timely manner, while receiving local board input and decision-making in matters that are of local importance.

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

**Local impacts and local board views**

32. This report seeks to appoint nominated board members to perform particular functions.

33. Any local board member who is appointed as a nominated board member should ensure that they represent the wider local board views and preferences on each matter before them.

**Tauākī whakaaweawe Māori**

**Māori impact statement**

34. A decision of this procedural nature is not considered to have a positive or negative impact for Māori.

**Ngā ritenga ā-pūtea**

**Financial implications**

35. A decision of this procedural nature is not considered to have financial implications on Auckland Council.

**Ngā raru tūpono me ngā whakamaurutanga**

**Risks and mitigations**

36. If local boards choose not to appoint a nominated board member for landowner consents (including film applications) and events, staff will need to seek feedback from the chairperson. This could potentially lead to a busy workload for the local board chairperson, in addition to their existing duties.

37. If local boards choose not to delegate to provide views on notified applications, there is a risk that they will not be able to provide formal views prior to submission closing dates and miss the opportunity to have their feedback presented and heard at a hearing.

38. If local boards choose not to delegate to provide their views on liquor licences, there is a risk that they will not be able to provide formal views prior to closings dates for submissions not coinciding with political meetings.

**Ngā koringa ā-muri**

**Next steps**

39. Nominated local board members providing feedback on landowner consents and events will engage with staff acting in accordance with the Local Board Delegation Protocols.

40. Training for local board members will be offered on the Resource Management Act 1991 and the preparation of effective feedback for applications notified as part of a Resource Management Act 1991 process.
41. Nominated local board members (and alternates) who are delegated to provide reports and speak at District Licensing Committee Hearings should sign up to receive alcohol notices. This will ensure that they hear about new applications as soon as they are open for comment.

**Ngā tāpirihanga**

**Attachments**

There are no attachments for this report.

**Ngā kaihaina**

**Signatories**

<table>
<thead>
<tr>
<th>Author</th>
<th>Carol Stewart - Senior Policy Advisor</th>
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<tr>
<td>Authorisers</td>
<td>Louise Mason - GM Local Board Services</td>
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<td></td>
<td>Eric Perry - Relationship Manager</td>
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Appointment of local board members to external community organisations

File No.: CP2019/19135

Te take mō te pūrongo
Purpose of the report
1. To appoint local board members to external community organisations relevant to the local board area.

Whakarāpopototanga matua
Executive summary
2. Elected members participate as representatives of the local board on a number of external community and national organisations.
3. The beginning of the new electoral term generates the need for new appointments. This report provides details of the external organisations relevant to the local board, and requests that the local board nominates a lead and alternate member to represent the board on those external organisations for the 2019-2022 triennium.
4. In addition, there are a small number of appointments due to legislation or the terms in a deed that are the responsibility of the Governing Body, but because the relationship between the council and the organisation is local, the Governing Body has delegated its responsibility to nominate an elected member to the relevant local board.

Ngā tūtohunga
Recommendation/s
That the Upper Harbour Local Board:

a) appoint the following board members to the external community groups and organisations listed below:

<table>
<thead>
<tr>
<th>External organisation</th>
<th>Lead</th>
<th>Alternate</th>
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<tr>
<td>Business North Harbour</td>
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<tr>
<td>Rosedale Park Charitable Sports Trust</td>
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b) agree that, to avoid potential conflicts of interest, elected members appointed to any outside organisation do not exercise any voting rights conferred by the organisation.

Horopaki
Context
5. A number of external organisations provide for the formal participation of Auckland Council elected members in their affairs. Elected member appointees will have a variety of duties and liabilities depending on the individual organisation.
6. At the commencement of each triennium, the Governing Body and local boards make appointments to external organisations.
7. As local board representatives, the nominated members represent the board, and do not attend in a personal capacity. Nominated local board members will provide updates at local board meetings to regularly inform all local board members of discussions and decisions made of their activities, unless good reasons exist for confidentiality. These updates are in the form of business meeting reports which maintain public transparency.

8. The reasons for elected member participation in external organisations can be described in a number of ways:

- a trust deed that requires Auckland Council to make an appointment to an organisation
- an organisation of interest to the local board is inviting elected member representation at its meetings
- associations entered into by the council which provide for elected member representation
- organisation governance, or project or programme oversight, such as regional or local parks management groups
- a statutory or regulatory provision (for example a regulation providing for a community liaison committee) or
- a resource consent requiring the formation of a committee or hearing panel.

9. In making decisions about these appointments, it is suggested that local boards are mindful of:

- the elected member’s availability
- any conflict of interests, including whether the local board provides funding to the entity
- relevance
- historical relationship with the organisation and Auckland Council.

10. 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.

11. Local board members may be part of any organisation in their private capacity and personal interests. They are encouraged to disclose memberships of external organisations in the conflict of interest register.

Tātaritanga me ngā tohutohu
Analysis and advice

12. Most appointments to outside organisations are part of an ongoing relationship between that organisation and the local board. In these cases, there is wide variation in the expectations that the outside organisation has of the board member appointed. This can range from an appointment as a trustee of the organisation, membership of the management committee with voting rights, membership of the management committee with no voting rights, through to general liaison. Some of these expectations can give rise to potential conflict of interest challenges for the local board member.

13. By way of example, an appointment as a trustee brings with it legal obligations to act honestly and in good faith for the benefit of the trust’s beneficiaries. This could potentially result in conflict with the local board member’s duty to act impartially in the best interests of the wider community. Such conflicts could be real or perceived.

14. Similar issues can arise if the elected member becomes a voting member of the outside organisation’s governance structure as the elected member may feel responsibility to try to favour the outside organisation’s aspirations in their role as an elected member of the board.
15. In all cases, elected members are expected to act in accordance with the Auckland Council Code of Conduct for Elected Members which provides the following guidance:

Elected members should ask themselves if there a real danger of bias on the part of a member of the decision-making body, in the sense that he or she might unfairly regard with favour (or disfavour) the case of a party to the issue under consideration. The question is not limited to actual bias, but relates to the appearance or possibility of bias. This is in line with the principle that justice should not only be done, but should be seen to be done.

16. Potential conflicts of interest would be better managed if the local board sets out clear expectations for the role of the elected member appointed to external organisations. Set out below is a suggested ‘job description’ for the elected member role on the outside organisation, which is derived from the local board representative role as set out in the Business Improvement District Policy (BID Policy):

- The local board representative to an outside organisation ensures there is a direct link between Auckland Council and the governance of the outside organisation. The role comprises:
  - providing updates to the outside organisation on Auckland Council and local board activities, plans and projects
  - communicating to the other local board members providing information on the activities, plans and projects of the outside organisation
  - in exercising their role, elected members should ensure that they represent the collective board views on issues.

17. For those roles where an elected member is given voting rights by the outside organisation, it would be preferred if elected members abstained or otherwise stood aside for any vote the outside organisation took on any issue relating to Auckland Council or the local board. This will help reduce potential conflicts of interest, either real or perceived.

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

19. Local board members may be part of any organisation in their private capacity and in line with their personal interests. Members are therefore encouraged to disclose memberships to external organisations in the conflict of interest register.

Relevant external organisations

20. The details of the organisations relevant to the Upper Harbour Local Board are detailed below.

**Business North Harbour**

21. This is the Business Improvement District (BID) partner operating in the North Harbour Industrial Estate area (formerly North Harbour Business Association).

22. BID Partnership Programmes are local economic development initiatives run by a business association in partnership with the council, supported by a designated targeted rate.

23. 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.

24. 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.

25. Business North Harbour advise there is no formal requirement to attend any executive committee meeting. However, they welcome attendance with advance notice.
26. The previous local board representatives were Lisa Whyte, with Margaret Miles as alternate (resolution number UH/2016/160).

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

Rosedale Park Charitable Sports Trust

28. The purpose of the Rosedale Park Sports Charitable Trust (RPSCT) is “for the promotion of amateur sport and games held at Rosedale Park North with governance and regulatory oversight of the shared facilities.”

29. The trust provides direction, organisation, assistance, leadership, governance and maintenance for the clubroom facility at Rosedale Park North.

30. The trust cooperates with sporting bodies, cultural groups, community and council to promote and foster amateur sport and leisure activities held at Rosedale Park North.

31. The previous local board representative was Margaret Miles, with Lisa Whyte as alternate (resolution number UH/2016/160).

32. The time commitment is to attend one monthly meeting, and the role of the elected member as described by the trust is to “provide advice and direction on behalf of the council where required to ensure the RPSCT acts within its means.”

33. The local board is asked to appoint one member (and an alternate) to the Rosedale Park Sports Charitable Trust.

Tauākī whakaaweawe āhuarangi
Climate impact statement

34. These decisions are procedural in nature and any climate impacts will be negligible. The decision is unlikely to result in any identifiable changes to greenhouse gas emissions. The effects of climate change will not impact the decisions.

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

35. This report enables Auckland Council to meet its requirements or duties to have representation on external community organisations.

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

36. This report seeks the local board’s decision on representatives to external community organisations relevant to the local board area.

Tauākī whakaaweawe Māori
Māori impact statement

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

Ngā ritenga ā-pūtea
Financial implications

38. There are no financial implications as a result of this report.
Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations

39. Local board members may be part of any organisation in their private capacity and personal interests. They are encouraged to disclose memberships of external organisations in the conflict of interest register.

Ngā koringa ā-muri
Next steps

40. Local Board Services staff will inform each external organisation of the name of the local board appointment. They will also inform the local board representative of the meeting time, date and location.

Ngā tāpirihanga
Attachments

There are no attachments for this report.

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Carol Stewart - Senior Policy Advisor</th>
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</table>
Adoption of a business meeting schedule
File No.: CP2019/19136

Te take mō te pūrongo
Purpose of the report

1. To adopt the Upper Harbour Local Board meeting schedule for the 2019-2022 electoral term.

Whakarāpopototanga matua
Executive summary

2. The Local Government Act 2002 (LGA) and the Local Government Official Information and Meetings Act 1987 (LGOIMA) have requirements regarding local board meeting schedules. In particular, clause 19, Schedule 7 of the LGA on general provisions for meetings requires the Chief Executive to give notice in writing to each local board member of the time and place of meetings. Sections 46, 46(A) and 47 in Part 7 of LGOIMA require that meetings are publicly notified, agendas and reports are available at least two working days before a meeting, and that local board meetings are open to the public.

3. Adopting a meeting schedule helps with meeting these requirements. Adopting a business meeting schedule also allows for a planned approach to workloads and ensures that local board members have clarity about their commitments.

4. A draft meeting schedule for the 2019-2022 electoral term has been developed and is included below for adoption by the local board.

5. Commencing the business meeting during business hours will enable meetings to be productive and ensures best use of resources.

6. One business meeting per month is sufficient for formal business to be considered. There are some instances for which the local board may need to have meetings in addition to this schedule. The specific times and dates for meetings for matters such as local board plans and local board agreements are yet to be finalised. Local board meeting schedules may need to be updated once these details are confirmed.

Ngā tūtohunga
Recommendation/s

That the Upper Harbour Local Board:

a) adopt the meeting schedule outlined in Attachment A to the agenda report, consisting of:

   i) one business meeting per month, generally to be held on the third Thursday of each month commencing at 9.30am at the Upper Harbour Local Board office, Kell Drive, Albany village, to consider the general business of the local board

   ii) one community forum meeting every second month, generally to be held on the first Thursday of each month commencing at 5.30pm at the Upper Harbour Local Board office, Kell Drive, Albany village, with the primary purpose of engaging with the public via deputation and reporting from community organisations, and also to consider any items of business that need to be considered due to time constraints, or that are more appropriately dealt with at community forum

   iii) two recess weeks a year on the following dates:
Item 17

- 6 – 12 July 2020 and 30 September – 6 October 2020
- 12 – 18 July 2021 and 4 – 10 October 2021
- 4 – 10 July 2022.

b) agree to commence business meetings at 9.30am to be held at the Upper Harbour Local Board office, Kell Drive, Albany village. Public forum and deputations will be scheduled in the early part of the business meeting, to enable participation by the public and stakeholders in the democratic process.

c) adopt the workshop schedule outlined in Attachment B to the agenda report, consisting of workshop sessions around the work programmes.

d) note the dates and time for meetings for local board plans and local board agreements are yet to be finalised.

Ngā tāpirihanga

Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
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<tbody>
<tr>
<td>A</td>
<td>Proposed business meeting schedule for the 2019-2022 triennium</td>
<td>121</td>
</tr>
<tr>
<td>B</td>
<td>Proposed workshop schedule for the 2019-2022 triennium</td>
<td>123</td>
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Ngā kaihaina

Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Anna Bray - Policy and Planning Manager - Local Boards</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Louise Mason - GM Local Board Services</td>
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<td>Eric Perry - Relationship Manager</td>
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### Proposed meeting schedule for Upper Harbour Local Board 2019-2022

#### Business meetings

<table>
<thead>
<tr>
<th>Year</th>
<th>Day</th>
<th>Date</th>
<th>Start Time</th>
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<tbody>
<tr>
<td>2020</td>
<td>Thursday</td>
<td>20 February</td>
<td>9.30am</td>
<td>Upper Harbour Local Board office, Kell Drive, Albany village</td>
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### Recess weeks

Approve in principle, two recess weeks a year on the following dates (to be confirmed):

- 6 – 12 July 2020 and 28 September – 4 October 2020
- 12 – 18 July 2021 and 11 – 17 October 2021
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## Item 17

**Adoption of a business meeting schedule**

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Te take mō te pūrongo
Purpose of the report
1. To seek the Upper Harbour Local Board’s agreement to use the urgent decision-making process when appropriate.

Whakarāpopototanga matua
Executive summary
2. The urgent decision-making process enables the local board to make decisions to manage unforeseen and urgent circumstances when it is not practical to call the full board together and meet the requirements of a quorum. By agreeing to this process, the local board delegates decision-making authority to the Chairperson and Deputy Chairperson, or any person acting in these roles.

Ngā tūtohunga
Recommendation/s
That the Upper Harbour Local Board:

a) delegate authority to the Chairperson and Deputy Chairperson, or any person acting in these roles, to make urgent decisions on behalf of the local board in order to manage unforeseen and urgent circumstances when it is not practical to call the full board together and meet the requirements of a quorum.

b) agree that the Relationship Manager, Chairperson and Deputy Chairperson (or any person/s acting in these roles) will authorise the urgent decision-making process by signing off an authorisation memo.

c) note that all urgent decisions will be reported to the next ordinary meeting of the local board.

Horopaki
Context
3. The urgent decision-making process enables the Chairperson and Deputy Chairperson, or any person acting in these roles, to make decisions to manage unforeseen and urgent circumstances when it is not practical to call the full board together and meet the requirements of a quorum. Examples include during the Christmas and New Year period or for providing input to the council’s central government submission process in tight timeframes.

4. By agreeing to this process, the board delegates decision-making authority to the Chairperson and Deputy Chairperson, or any person acting in these roles during that period.

5. The Local Government Act 2002 provides for local boards to delegate to committees, members of the local board or Auckland Council staff any of its responsibilities and powers, with some specific exceptions (clause 32, Schedule 7). This legislation enables the urgent decision-making process.
Tātaritanga me ngā tohutohu
Analysis and advice

6. The urgent decision-making process provides an alternative decision-making mechanism to an extraordinary meeting. An extraordinary meeting is called when an urgent decision is required on matters that cannot wait until the next scheduled business meeting of the local board.

7. Urgent decisions are different from emergency decisions, which are only made if there is a risk to public health and safety.

8. All requests for an urgent decision will be supported by a memo stating the nature of the issue, reason for urgency and the decisions or resolutions sought.

9. The local board Relationship Manager will use the information in this memo to determine whether or not to authorise the urgent decision-making process.

10. A number of factors will be considered by the Relationship Manager before approval to use the urgent decision-making process is given, such as:
   - the timing of the next scheduled meeting
   - confirmation that the local board has the delegation allocated decision-making power to make the decision
   - consideration of the rationale for the urgency
   - the significance of the decision and whether the urgent decision-making process is appropriate.

11. Once the Relationship Manager authorises the use of the urgent decision-making process, the Chairperson and Deputy Chairperson (or any person/s acting in these roles) also need to approve the use of the urgent decision-making process by signing the same memo.

12. Once the authorisation memo has been approved, the Chairperson and Deputy Chairperson will refer to the substantive report for advice and staff recommendations to inform their decision. This report will meet Auckland Council quality advice standards and adhere to the report authorisation processes.

13. Any decision made using the urgent decision-making process will be reported as an information item to the next ordinary meeting of the local board and the signed approval memo will be attached.

Tauākī whakaaweawe āhuarangi
Climate impact statement

14. This decision is procedural in nature and any climate impacts will be negligible. The decision is unlikely to result in any identifiable changes to greenhouse gas emissions. The effects of climate change will not impact the decision.

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

15. The urgent decision-making process proposed in this report enables the council group to progress urgent decisions efficiently, when it is not practical to call the full local board together.

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

16. This report outlines the local board urgent decision-making process and seeks the local board’s agreement to adopt this process.
Taūkī whakaaweawe Māori
Māori impact statement
17. A decision of this procedural nature is not considered to have specific implications for Māori, and the arrangements proposed in this report do not affect the Māori community differently to the rest of the community.

Ngā ritenga ā-pūtea
Financial implications
18. There are no financial implications arising from the procedural decision sought by this report.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations
19. To mitigate any risk that the urgent decision-making process could be used inappropriately, the Relationship Manager will assess a number of factors including timing of the next scheduled meeting, the reason for urgency, and significance of the decision. If a matter is of major significance, an extraordinary meeting can be called instead.

Ngā koringa ā-muri
Next steps
20. If the local board adopts the use of the urgent decision-making process, the local board Relationship Manager and delegated local board members will execute the urgent decision-making process outlined in this report if the need arises.

Ngā tāpirihanga
Attachments
There are no attachments for this report.

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Anna Bray - Policy and Planning Manager - Local Boards</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Louise Mason - GM Local Board Services</td>
</tr>
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<td>Eric Perry - Relationship Manager</td>
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Process for appointment of Local Government New Zealand National Council representative

File No.: CP2019/19138

Te take mō te pūrongo
Purpose of the report
1. To approve the process for making the local board representative appointment to the Local Government New Zealand (LGNZ) National Council and inform elected members of changes to the LGNZ rules.

Whakarāpopototanga matua
Executive summary
2. Local Government New Zealand (LGNZ) amended its rules at its Annual General Meeting on 7 July 2019, which were confirmed at a meeting of the LGNZ National Council in September. There are some key changes affecting Auckland.

3. There are now three dedicated seats on the LGNZ National Council for Auckland Council representatives. These will be filled by the Mayor of Auckland (or his alternate) and one representative each to be appointed by local boards and the Governing Body respectively. The LGNZ rules require these appointments to be made within eight weeks of the triennial local government elections.

4. This report outlines a process to appoint the local boards’ representative. Nominations will be open to all local board elected members and this can be done in mid-end November. Local boards are being asked to delegate authority to select the representative by nominating one of its members, preferably the Chairperson, to be part of a local board selection panel. This process will enable the representative to be appointed as quickly as possible.

5. The LGNZ rules now excludes Auckland from LGNZ Zone 1. Although not officially a member of an LGNZ zone group, the expectation is that Auckland Council schedules regular meetings with the president and chief executive (or their representatives) of LGNZ and organise itself as if it were a zone group. These meetings could be co-chaired by the councillor and local board member who are appointed to the LGNZ National Council.

6. Other arrangements, such as the sector-based groups, remain unchanged. Auckland Council is eligible to be a member of the Metropolitan and Regional Groups and the Governing Body will be asked to select representatives to these groups.

Ngā tūtohunga
Recommendation/s
That the Upper Harbour Local Board:

a) note the amended Local Government New Zealand (LGNZ) rules.

b) endorse Option A (selection panel made up of representatives from each local board) as the process for appointing the local board representative to the LGNZ National Council.

c) delegate the Chairperson to be part of the selection panel to appoint the local board representative to the LGNZ National Council.

d) agree in principle to two annual meetings of Auckland Council and LGNZ (or their representatives) with the arrangements to be decided by the three Auckland Council representatives to the LGNZ National Council and staff.
e) endorse the proposal that the meetings of the Auckland Council/LGNZ meetings be co-chaired by the governing body and local board representatives appointed to the LGNZ National Council.

Horopaki Context

Local Government New Zealand (LGNZ)

7. LGNZ is an incorporated society (New Zealand Local Government Association Inc) which represents the national interests of councils around New Zealand and leads best practice in the local government sector.

8. The objectives of LGNZ include promoting and advocating matters affecting the national interests of local government. LGNZ holds regular dialogue with government, parliamentarians and government agencies and provides thought leadership and research on matters of interest to local authorities.

9. LGNZ is governed by a national council made up of members elected to represent geographic zones, representatives of various sector groups, the chairperson of Te Maruata (LGNZ’s national collective of Māori in local government governance roles), the LGNZ president and three seats reserved for representatives of Auckland Council.

10. The establishment of dedicated Auckland seats were made as part of amendments to the LGNZ rules agreed at its AGM in July 2019 (available at https://www.lgnz.co.nz/assets/356b3d1bac/LGNZ-rules-changes-adopted-at-2019-AGM-7.7.19.pdf). The amended rules stipulate that the composition of the National Council will include the Mayor of Auckland (or an alternate) and two further persons: one to represent the Governing Body and one to represent local boards. The appointments are for three years.

11. LGNZ members are organised in zones and sectors generally. These zones and sectors make appointments to the National Council, provide advice on issues affecting their geographical or sector areas and provide information to their members.

12. Auckland Council is no longer a member of any zone group. Due to its size and governance structure, it is expected that the council will organise itself as if it were a zone.

13. The amendments did not change arrangements for sector groups. Auckland Council remains eligible to be a member of the Metro Sector Group and the Regional Sector Groups. The Governing Body usually appoints Auckland Council’s representatives to these groups and will be asked to do so again.

14. Auckland Council’s benefits from its interactions with LGNZ include keeping abreast of national issues affecting local government, advocating for and influencing local government issues on the national agenda and providing a forum where elected representatives connect and network with their peers across the country.

Tātaritanga me ngā tohutohu

Analysis and advice

Appointment of local board representative to LGNZ National Council

15. The appointment of a local board representative will need to be decided by local boards. This is outlined in LGNZ Rule E1A ‘(b) one person appointed by Auckland Council local boards, from elected members of the local boards’.
16. The restricted timeframes (eight weeks from start of the term) requires an agile selection process. Staff considered several options and recommend Option A as detailed in the following table:

**Process for selection of local board representative to the LGNZ National Council**

<table>
<thead>
<tr>
<th>Option</th>
<th>Process</th>
<th>Details of process</th>
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| A      | Selection panel made up of representatives from each local board | • Each local board delegates authority to one of their members to be part of a selection panel.  
• The selection panel can be called to meet once all candidates are confirmed and they will agree the voting system to be used.  
• One vote per local board is considered a fair way to select a single representative for all 21 local boards.  
• Members can utilise an existing meeting to get the selection panel together (such as the Chairs’ Forum).  
• Process can start in mid-November with a two-week nomination period. |
| B      | Reports to local boards seeking decision/preference (may require urgent decisions) | • This would involve seeking a vote/preference from each local board through a formal report and resolution.  
• The report can only be produced once nominations have closed and the candidates list is available – this will delay the report to early December.  
• Where there is a tie between candidates based on local board votes, staff will need to be delegated authority to resolve the candidate by lot or go back to local boards for a decision.  
• This process is unlikely to produce an agreed appointment in a timely fashion. |

17. Staff also considered the option of a popular vote of all local board members. This would involve setting up an online voting system, where each local board member would have one vote. However, this option may not comply with the LGNZ rules which anticipates a selection by local boards rather than by individual members.

18. The recommended Option A will enable a fair process by giving each local board a vote and an opportunity for their representatives to properly consider each nominee. This selection can take place at the planned meeting of the Chairs’ Forum on 9 December 2019 to avoid arranging an additional meeting.

**Nominations for the local board representative**

19. The LGNZ anticipates that all local board elected members are eligible to be a candidate for the LGNZ National Council. The nominations process will therefore need to allow self-nominations.

20. To facilitate this process in the timeframes required, staff will call for nominations on Friday 15 November 2019 and will allow a two-week period closing on 29 November 2019.

**Auckland Council / LGNZ meetings**

21. The role of a zone includes receiving reports from LGNZ about matters of national interest to local authorities and communicating to LGNZ the issues and concerns. The key item of interest at zone meetings is the national update from LGNZ. The president and chief executive of LGNZ (or their representatives) attend to present the update.

22. Auckland Council could continue to meet with the president and chief executive (or their representatives) of LGNZ on a regular basis. Although not expressly set out in the changes to the LGNZ rules, there is an understanding that Auckland Council will continue with these
meetings in order to ensure an ongoing regional dialogue and continue to identify and advise LGNZ on issues and concerns affecting the Auckland region.

23. Staff recommend these meetings are co-chaired by the councillor and local board member appointed to the LGNZ National Council. A co-chair approach recognises the shared governance role of local boards. Following discussions with LGNZ, staff also recommend that the meetings be open to all elected members.

24. The proposed meeting dates for the Auckland Council/LGNZ meetings are 13 March 2020 and 11 September 2020.

Tauākī whakaaweawe āhuarangi
Climate impact statement

25. These decisions are procedural in nature and any climate impacts will be negligible. Staff will look to schedule meetings of the Auckland/LGNZ on days where there are other city-based activities and meetings for elected members in order to minimise travel requirements. Staff will also explore the use of Skype and livestreaming so elected members may choose to avoid travel.

26. Regarding engagement with the LGNZ, Auckland Council has declared a climate emergency, along with other councils around the country, so there will be an opportunity for partnership and joint leadership on this issue.

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

27. Secretariat support for the Auckland Council/LGNZ meetings will be provided by the Governance Division.

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

28. The changes to the LGNZ rules and the designated seat on the LGNZ National Council acknowledges the role of local boards and gives it greater recognition in LGNZ.

29. Local board chairs were briefed on anticipated changes at the May 2019 Chairs’ Forum.

30. The amended rules were confirmed at a meeting of the LGNZ National Council in September 2019. Due to the elections and end of term timeframes, staff were unable to seek the views of local boards on the process for appointing a representative.

Tauākī whakaaweawe Māori
Māori impact statement

31. These decisions are procedural in nature and do not impact on Māori.

32. At the LGNZ level, the LGNZ has provided for representation on the National Council by the chairperson of Te Maruata.

33. Te Maruata is LGNZ National Council sub-committee which has the role of promoting increased representation of Māori as elected members of local government, and of enhancing Māori participation in local government processes. They provide support for councils in building relationships with iwi, hapu and Māori groups and provides Māori input on development of future policies or legislation relating to local government.

34. Appointments to Te Maruata are not made by councils. In the previous term, Councillor Alf Filipaina was invited to be a member of the sub-committee.
Ngā ritenga ā-pūtea  
Financial implications

35. Membership of LGNZ incurs a cost to ratepayers. Auckland Council’s annual subscription to LGNZ in 2019/2020 is $340,148 excluding GST.

36. The establishment of Auckland Council/LGNZ meetings will incur expense currently unbudgeted for. Staff from the Governance Division will support the first meeting using existing resources.

37. As the Auckland Council/LGNZ meetings are expected to bring together all elected members from across the region including Hauraki Gulf islands, this will impact on governance administration budgets over time.

Ngā raru tūpono me ngā whakamaurutanga  
Risks and mitigations

38. The LGNZ rules require persons appointed to the LGNZ National Council to assume office within eight weeks of the triennial local government elections. This creates some difficulties in designing a process for all 21 local boards to agree their single representative. The recommended option (Option A) proposed in this report will enable the process to be completed as quickly as possible, on the first working day after the eight-week period. The LGNZ secretariat has indicated this would be acceptable.

39. If all local boards do not endorse the same process (Option A), this would affect how quickly the appointment is able to be made.

Ngā koringa ā-muri  
Next steps

40. The Governing Body will be making their appointment in November 2019, including appointment of Auckland Council representatives to the sector groups.

41. Appointments of Auckland Council seats to the LGNZ National Council will be communicated to the LGNZ by 6 December 2019.

42. Staff will work with the appointed representatives of Auckland Council to make arrangements for the first Auckland Council/LGNZ meetings.

Ngā tāpirihanga  
Attachments

There are no attachments for this report.

Ngā kaihaina  
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Shirley Coutts - Principal Advisor - Governance Strategy</th>
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<tbody>
<tr>
<td>Authorisers</td>
<td>Louise Mason - GM Local Board Services</td>
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<td></td>
<td>Eric Perry - Relationship Manager</td>
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Te take mō te pūrongo
Purpose of the report
1. To present the updated governance forward work calendar.

Whakarāpopototanga matua
Executive summary
2. The governance forward work calendar for the Upper Harbour Local Board is in Attachment A. The calendar is updated monthly, reported to business meetings and distributed to council staff.
3. The governance forward work calendars were introduced in 2016 as part of Auckland Council’s quality advice programme and aim to support local boards’ governance role by:
   • ensuring advice on meeting agendas is driven by local board priorities
   • clarifying what advice is expected and when
   • clarifying the rationale for reports.
4. The calendar also aims to provide guidance for staff supporting local boards and greater transparency for the public.

Ngā tūtohunga
Recommendation/s
That the Upper Harbour Local Board:

a) receive the Upper Harbour Local Board governance forward work calendar for the period December 2019 to November 2020, as set out in Attachment A to this agenda report.

Ngā tāpirihanga
Attachments

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<table>
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<tr>
<th>Authors</th>
<th>Cindy Lynch - Democracy Advisor</th>
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Board members' reports - November 2019

File No.: CP2019/19141

Te take mō te pūrongo
Purpose of the report

1. An opportunity is provided for members to update the Upper Harbour Local Board on projects and issues they have been involved with since the last meeting.

   [Note: This is an information item and if the board wishes any action to be taken under this item, a written report must be provided for inclusion on the agenda.]

Ngā tūtohunga
Recommendation/s

That the Upper Harbour Local Board:

a) receive the verbal board members' reports.

Ngā tāpirihanga
Attachments

There are no attachments for this report.

Ngā kaihaina
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