I hereby give notice that an ordinary meeting of the Aotea / Great Barrier Local Board will be held on:

**Date:** Tuesday, 3 December 2019  
**Time:** 1:00pm  
**Meeting Room:** Claris Conference Centre  
**Venue:** 19 Whangaparapara Road  
Claris  
Great Barrier Island

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**Aotea / Great Barrier Local Board**  
**OPEN AGENDA**

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**MEMBERSHIP**

- **Chairperson**  
  Izzy Fordham
- **Deputy Chairperson**  
  Luke Coles  
  Susan Daly  
- **Members**  
  Patrick O'Shea  
  Valmaine Toki

(Quorum 3 members)

Michael Mendoza  
Democracy Advisor  
26 November 2019

Contact Telephone: (021) 809 149  
Email: Michael.mendoza@aucklandcouncil.govt.nz  
Website: www.aucklandcouncil.govt.nz

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**Note:** The reports contained within this agenda are for consideration and should not be construed as Council policy unless and until adopted. Should Members require further information relating to any reports, please contact the relevant manager, Chairperson or Deputy Chairperson.
## TABLE OF CONTENTS

<table>
<thead>
<tr>
<th>ITEM</th>
<th>TABLE OF CONTENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Welcome</td>
</tr>
<tr>
<td>2</td>
<td>Apologies</td>
</tr>
<tr>
<td>3</td>
<td>Declaration of Interest</td>
</tr>
<tr>
<td>4</td>
<td>Confirmation of Minutes</td>
</tr>
<tr>
<td>5</td>
<td>Leave of Absence</td>
</tr>
<tr>
<td>6</td>
<td>Acknowledgements</td>
</tr>
<tr>
<td>7</td>
<td>Petitions</td>
</tr>
<tr>
<td>8</td>
<td>Deputations</td>
</tr>
<tr>
<td>9</td>
<td>Public Forum</td>
</tr>
<tr>
<td>10</td>
<td>Extraordinary Business</td>
</tr>
<tr>
<td>11</td>
<td>Local Ward Area Councillor's Update</td>
</tr>
<tr>
<td>12</td>
<td>Appointment of local board members to external community organisations</td>
</tr>
<tr>
<td>13</td>
<td>Local board appointments and delegations for the 2019-2021 electoral term</td>
</tr>
<tr>
<td>14</td>
<td>Local board governance work management for the 2019-2022 triennium</td>
</tr>
<tr>
<td>15</td>
<td>Adoption of a business meeting schedule</td>
</tr>
<tr>
<td>16</td>
<td>Process for appointment of Local Government New Zealand National Council representative</td>
</tr>
<tr>
<td>17</td>
<td>Elected Members Expense Policy 2019</td>
</tr>
<tr>
<td>18</td>
<td>Urgent decision-making process</td>
</tr>
<tr>
<td>19</td>
<td>Funding for connectivity improvements on Aotea / Great Barrier</td>
</tr>
<tr>
<td>20</td>
<td>Annual Budget 2020/2021 consultation</td>
</tr>
<tr>
<td>21</td>
<td>Auckland Council's Quarterly Performance Report: Aotea / Great Barrier Local Board for quarter one 2019/2020</td>
</tr>
<tr>
<td>22</td>
<td>Auckland Transport December 2019 update to the Aotea / Great Barrier Local Board</td>
</tr>
<tr>
<td>23</td>
<td>Formal feedback from Aotea / Great Barrier Local Board</td>
</tr>
<tr>
<td>24</td>
<td>Local Board Correspondence for the period September - November 2019</td>
</tr>
<tr>
<td>25</td>
<td>Aotea / Great Barrier Local Board Governance Forward Work Calendar 2019 - 2022</td>
</tr>
<tr>
<td>26</td>
<td>Aotea/Great Barrier Local Board Workshop Record of Proceedings</td>
</tr>
<tr>
<td>27</td>
<td>Consideration of Extraordinary Items</td>
</tr>
</tbody>
</table>
1 Welcome
Chairperson Fordham will open the meeting and welcome attendees.

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

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

4 Confirmation of Minutes
That the Aotea / Great Barrier Local Board:
a) confirm the minutes of its inaugural meeting, held on Thursday, 31 October 2019, as a true and correct record.

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

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

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

8 Deputations
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 Aotea / Great Barrier 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.”
Local Ward Area Councillor’s Update

File No.: CP2019/20011

Te take mō te pūrongo
Purpose of the report
1. To provide an opportunity for the local ward area councillor to update the local board on Governing Body issues and other points of interest to the local board.

Whakarāpopototanga matua
Executive summary
2. Standing Orders 5.1.1 and 5.1.2 provides provision in the local board meeting for local ward area councillors to update their local board counterparts on regional matters of interest to the local board.

Te tūtohunga
Recommendation
That the Aotea / Great Barrier Local Board:
a) receive local ward area Councillor Pippa Coom’s update.

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A4</td>
<td>Councillor Pippa Coom - December 2019 Update</td>
<td>9</td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Michael Mendoza - Democracy Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authoriser</td>
<td>Helgard Wagener - Relationship Manager – Aotea / Great Barrier and Waiheke</td>
</tr>
</tbody>
</table>
Pippa Coom Councillor Report – Waitemata and Gulf Ward

General update

- This is my first Councillor report prepared for the Waitemata, Waiheke and Aotea Great Barrier Local Boards’ business meeting agendas.
- It covers the period from election day on 12 October until 24 November 2019.
- The purpose of my report is to share key information with the local boards including governing body activities, attendance at events, conferences and meetings, regional consultations, media activities and ward issues I have been following up on. I also declare all gifts in my report regardless of value.

Governing Body and Committee meetings

- The Auckland Council governing body, made up of the Mayor and 20 Councillors, was sworn in at the inaugural meeting held at the Town Hall on 1 November. This was a ceremonial occasion with entertainment by the Chinese Blossom Arts Troupe, Auckland City Scoundrels and Sistema Aotearoa performing Maranga Ra composed by Rob Ruha (photo right taken by Ronald Andreassend: the official party arriving for the inaugural meeting on 1 November held at the Town Hall).
- Along with the other 3 new Councillors I gave my maiden speech to the governing body meeting on 5 November (Attachment 1)
- At the governing body meeting on 12 November the committee structure and appointments were confirmed. I’m really delighted to be confirmed as:
  o Deputy Chair of the Environment and Climate Change Committee working with Chair Richard Hills (one of 4 committees of the whole plus all councillors are on the CCO oversight committee).
  o A member of the Appointments and Performance Review Committee
  o A member of the Hauraki Gulf Forum
  o Auckland Council representative on the National Council of Local Government New Zealand (LGNZ)
Great Barrier Island Local board
3 December 2019

- Induction for Councillors started on the 17 October and has continued with sessions on legal obligations, standing orders, finance for governing body members, and a range of briefings (photo right: Councillors were treated to lunch in the council café as part of the induction day)
- The Mayor has introduced a fortnightly catchup with Councillors that started on 4 November with a discussion regarding the proposed CCO review. This review is strongly supported by all Councillors.
- The new committee structure is in the process of being set up and a range of briefings have got underway. It has been confirmed that the Environment and Climate Change Committee will cover the following areas:
  - Climate change mitigation and adaption policy and implementation
  - Coastal renewals, slips and remediation
  - Auckland Climate Action Framework
  - Natural heritage (including ecology and biosecurity matters such as kauri dieback)
  - Protection and restoration of Auckland’s ecological health
  - Water including Auckland’s Water Strategy
  - Waste minimisation
  - Acquisition of property relating to the committee’s responsibilities and in accordance with the LTP
  - Grants for regional environmental outcomes

- The first meeting is scheduled for 28 November.

Events and other meetings

- Over the course of one week I attended the three local board inauguration meetings in my ward as well as the inaugural meetings of the Albert-Eden Local Board, Puketāpapa Local Board and Ōtara-Papatoetoe Local Board. I had the opportunity for an initial meet and greet with the Waiheke Local Board before their inauguration meeting on 4 November. Photo right with the new Waiheke Local Board. From the left Deputy Chair - Bob Upchurch, Cr Pippa Coom, Paul Walden, Kylee Matthews, Mayor Phil Goff and Robin Tucker, Front, Chair - Cath Handley
Photo with the new Aotea Great Barrier Local Board. From the left, Cr John Watson, Deputy Chair - Luke Cole, Cr Pippa Coom, Sue Daly, Chair - Izzy Fordham, Valmaine Toki and Patrick O’Shea following the inauguration meeting on 31 October.

Photo left with the former Waitematā Local Board Chair Shale Chambers on the left and new Chair, Richard Northey in the middle, following the inaugural meeting of the Waitematā Local Board on 30 October.

At the Ōtara-Papatoetoe local board inaugural held at Ngā Kete Wānanga Marae on 5 November with Councillors Josephine Bartley, Cr Pippa Coom, Alf Filipaina and Fa’anana Efeso Collins
Great Barrier Island Local board
3 December 2019

- On 22 October I attended the Auckland Transport board meeting to support the decision on the bylaw which will reduce speed limits on around 10% of Auckland’s urban and rural roads. Following public feedback, most of Auckland’s city centre will have a speed limit of 30km/h (the current 10km/h combined pedestrian and vehicle zones will remain) apart from Hobson, Fanshawe and Nelson Streets which will be 40km/h with engineering treatments to protect vulnerable road users.
- Auckland Transport elected member morning tea and introduction to AT on 1 November.
- Meeting to discuss active modes programme with Bike Auckland representatives and Cr Darby on 14 November.
- Fortnightly transport updates relating to ward issues.
- On Friday 22 November I hosted my first Councillor “clinic” at the Waiteheke Local Board officers (advertisement right). My first Councillor event on Aotea Great Barrier is scheduled for 29 November with time for booked appointments and an afternoon tea.

I also attended the following events:
- Late Night Art on 14 October (photo right showing High Street with Art week activations)
- AT Board Rotation farewell event for Lester Levy and Mark Gilbert on 22 October
- Ponsonby Business Association AGM on 22 October
- Opening of White & Wong restaurant in Newmarket on 23 October at the invitation of NBA
- K’rd Business Association AGM on 24 October
- TUFA 250 Ki Tamaki Makaurau – Civic Reception at Maritime Museum on 25 October
- Tour de Waiteheke organised as part of the Waiteheke Cycling Festival on 2 November (photo right)
- St Marys Bay Association AGM on 6 November
- Grey Lynn Business Association AGM on 6 November
- K3 Legal event on 7 November in the Maritime Room
- U2 concert and entertainment in the corporate suite at Mt Smart on 8 November at the invitation of Regional Facilities Auckland
Great Barrier Island Local board
3 December 2019

- Armistice Day Commemorations at Auckland Museum on 11 November
- Ludo Campbell-Reid’s Poroporoaki (farewell) after 13 years championing urban design for Auckland Council on 11 November
- Hene Bay Residents Association AGM on 13 November
- City Rail Link tunnel stakeholder walk through on 16 November (photo right with Cr Richard Hills)
- Auckland Philharmonia Orchestra’s The New Zealand Herald Premier Series Conflict & Triumph at the Town Hall on 14 November at the invite of Geraint A. Martin (Chairman) and Barbara Glaser (Chief Executive)
- Parnell Festival of Roses hosted by the Waitakere Local Board on 17 November
- Launch of the Viaduct Harbour Local Living Compost Hub on 19 November
- A Gala Concert in the Presence of Dame Kiri Te Kanawa to celebrate the launching of the new name of the Kiri Te Kanawa Theatre at the Aotea Centre on 20 November (at the Invitation of Regional Facilities Auckland)
- Viewing of the PUSH movie (a gut-wrenching story about housing, injustice and those fighting for better housing at the grass roots) on 21 November at the Academy Cinema at the invitation of the Auckland Community Housing Providers Network
- Attended the Kai Conscious lunch at the Waiheke Sustainability Centre on 22 November
- Spoke at the opening of Tatai Whenua - TUIA 250 Encounters exhibition at the Waiheke Community Art Centre on 22 November (photo right taken by Peter Rees, one of the artists in the exhibition)
- World Premiere of My Heart Goes Thadak Thadak by Ahi Karunaharan at Q Theatre on 22 November at the invitation of Silo Theatre
- Grey Lynn Park Festival on 23 November
- Enjoyed the Santa Parade from the VIP area on 24 November with my 5 year old nephew at the invitation of the Auckland Children’s Christmas Parade Trust
- 40th anniversary service of Air New Zealand flight TE901 in the presence of the Governor General Dame Patsy Reddy at Holy Trinity Cathedral
- Pride Launch at the Auckland Art Gallery on 24 November
Great Barrier Island Local board
3 December 2019
Regional consultation topics

Southwest Gateway Programme
- There's been a lot of debate about extending heavy rail to the airport. I make use of the service train that currently exists via Papatoetoe station (only $4.80 from Newmarket). From 2021 it is going to be even more straightforward with priority bus lanes from Puhinui station to the airport. Confirmation this work is going ahead means the debate is over about heavy rail all the way to the airport. Feedback on a range of projects within the Southwest Gateway Programme is open until 8 December.

OuterLink and 650 bus services
- Consultation went underway on 11 November on proposed changes to some Crosstown services, including the OuterLink and 650 bus services.
  - The proposed changes should result in:
  - A more reliable OuterLink, with less bunching
  - A high frequency Balmoral Crosstown service, the new 65
  - Quicker journey times on the remaining portion of the OuterLink, with fewer (hopefully nil) timing points

Regional grants
- The Regional Environment and Natural Heritage Grant Fund and Waste Minimisation and Innovation Fund applications will be coming to the Environment and Climate Change committee on 29 November

Significant issues and ward issues

NZ International Convention Centre Fire
- On 23 October, the day after the NZICC fire started I visited the Auckland Council’s Emergency Coordination Centre and was given a quick tour by Sarah Sinclair Acting GM, Auckland Emergency Management. The response to the NZICC fire was managed by Fire & Emergency but the centre sprung into action staffed by council volunteers to provide support across logistics, comms, welfare and health services.
- In the photo right I'm standing with Sarah in front of a big screen showing live footage of the roof of the convention centre with fires still visible.

Hardship fund for Albert Street businesses
Great Barrier Island Local Board
3 December 2019

- I welcomed the news on 31 October that the Government and Auckland Council have brought forward work on establishing a hardship fund for businesses in Auckland’s Albert Street to recognise the difficulty some have faced because of the delay in City Rail Link construction. I have supported Heart of the City in advocating for this fund.

**New Network bus changes on Waiheke**

- On 22 November I was taken on a tour by Sue Pawly and Hana Blackmore (in the photo right in a decommissioned bus stop in Oneroa opposite the library) who are campaigning to restore essential bus services that were removed by Auckland Transport following new network changes on Waiheke to introduce greater frequency to the timetable. I am working with the Waiheke Local Board on this issue.

**Helicopters on Sentinel Beach**

- The rebuilding of a boat shed on Sentinel Beach allowing for a helicopter landing pad has been a long running issue. Strong opposition was voiced at the Herne Bay Residents Association AGM to the use of helicopters especially in the coastal environment. I have been advised that there is currently no application for a helicopter landing pad on this property. If there is in the future it will be a non-complying activity and it is likely it will be fully publicly notified.

**Tree removal by the Tūpuna Maunga Authority**

- I’ve received a number of queries regarding concerns about the removal of 345 exotic trees from Ōwairaka / Mt Albert. I’ve provided a response along the following lines:

> 14 tūpuna maunga including Ōwairaka / Mt Albert and Maungawhau/Mt Eden are co-governed by the Tūpuna Maunga Authority established in 2014 following a treaty settlement. I’m not on the TMA but I acknowledge and respect the authority of the TMA and I support their management plans for the tūpuna maunga after decades of neglect by former councils (providing a link to information about the Authority).

The Authority is focused on the long-term restoration of the maunga and is underway to plant many thousands of trees. The TMA is following advice on the ecological best practice regarding which exotic and pest trees need to be removed as part of the plans and the removal methodology. You might also be interested to read why the Tree Council support the plans: [https://www.treecouncil.org.nz/press-statement-regarding-tree-removal-on-owairaka-and-other-maunga-from-the-tree-council/](https://www.treecouncil.org.nz/press-statement-regarding-tree-removal-on-owairaka-and-other-maunga-from-the-tree-council/)

As the Ōwairaka / Mt Albert tree work is being undertaken by the Tūpuna Maunga Authority which is independent of Auckland Council, it is appropriate for the Authority to answer questions about the detail of their vegetation management. You can email the Authority at MaungaAuthority@aklc.govt.nz. I also understand that no trees that are notable, protected or scheduled will be removed as part of the restoration plans.
Transport

- I am also following up a number of ward transport issues including opportunities to extend the Herne Bay walking and cycling improvements project by leveraging work proposed by Healthy Waters and Watercare, safety on the Western Springs Shared Path, and paid parking on Ponsonby Road not working satisfactorily to encourage turnover due to the low hourly rate for all day parking.

Media

- Since my election as Councillor I have been interviewed for Gulf News (Attachment 2), and the Barrier Bulletin (Attachment 3) and interviewed by Chris Walker on Waiheke Radio. I also have a regular column in Ponsonby news. My first column as Councillor was published in the November edition (Attachment 4)
- I attended the media briefing for the High St tactical urbanism trial on 16 October and for the Mayor’s announcement of the new Committee structure and positions on 4 November
- I was quoted in an Our Auckland story following the upgrade of Ellen Melville Centre and Freyberg Place project winning the Planning and Urban Design category in the 2019 New Zealand Architecture Awards (Attachment 5)

Conferences and seminars

ACENZ Panel discussion

- On 15 October I was invited by ACENZ (Representing consulting and engineering professionals in Aotearoa) to be part of a panel discussion with Ida Dowling, Sarah Woodward and Alec Tang following a presentation by Auckland Transport CEO Shane Ellison on the Future Transport Challenges for Auckland

Trafinz Conference 2019

- I attended the Trafinz (The New Zealand Local Authority Traffic Institute) 2019 conference in Hamilton on 12/13 November. I am on the Exec Committee of Trafinz. The conference theme focused on “Smart, safe and accessible places”.
- Highlights from Wednesday’s programme included keynote sessions with Skye Duncan, the Director of the Global Designing Cities Initiative at the National Association of City Transportation Officials (NACTO), Putting people first: shaping urban streets for healthy and sustainable cities, Frith Walker, Panuku, Placemaking - if you are not doing it for people then you are doing it wrong and Prof Graham Currie, a renowned international Public Transport research leader and policy advisor from Monash university Transit fightback - pushback on technology hype for stronger city futures
Great Barrier Island Local board
3 December 2019

- I co-hosted a Q&A panel (photo right) “bringing it all together” and provided the final thoughts on putting people first and roundup of the conference on behalf of Trafinz. I also got to announce that the conference next year will be in Auckland.

- My conference registration and one-night accommodation ($836) was covered by Auckland Council. I used a fleet car for transport to and from Hamilton.

Disclosures

- Since election day I have received the following gifts as well the invites noted above under events:
  - 2020 Calendar from the Moths and Butterfly NZ Trust (value unknown)
  - Sea Edge: Where the Waitemata meets Auckland coffee table book by Sir Bob Harvey (value $75)

Recommendation

That this report be received.

Attachments

<table>
<thead>
<tr>
<th></th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Maiden Speech to the governing body inaugural meeting on 5 November</td>
</tr>
<tr>
<td>2</td>
<td>Gulf News: New Ward Councillor Ready To Listen</td>
</tr>
<tr>
<td>3</td>
<td>Barrier Bulletin: Introducing Pippa Coom</td>
</tr>
<tr>
<td>4</td>
<td>Ponsonby News - Pippa Coom: My First Column as the New Councillor for Waitemata and Gulf Ward</td>
</tr>
<tr>
<td>5</td>
<td>Our Auckland: Ellen Melville Centre and Freyberg Place win NZ Architecture Award</td>
</tr>
</tbody>
</table>
Greetings to everyone gathered today. I acknowledge mana whenua and the land we stand on. I acknowledge this house of democracy. I acknowledge the founders of Auckland from the earliest times and remember those who have passed. I acknowledge the Mayor and all my councillor colleagues, friends, family, staff of the council whanau and those tuning in on the live stream. A big huge warm mihi to you all.

It is a great honour to give a maiden speech as the newly elected Councillor for Waitemata and Gulf ward representing the beating heart of Tāmaki Makarau and the stunning gulf islands. An area contributing 20% of Auckland’s GDP, of tremendous population growth, increasing diversity, major cultural institutions, world class places of learning with residents who experience everything from dense urban vertical living to off grid rural lifestyles.

I acknowledge my predecessor Mike Lee, long serving councillor and former Chair of the ARC. Among many achievements he was instrumental in the renaissance of the Auckland’s public transport and expansion of the regional parks network. Passing the torch graciously is not always easy and I wish him and Jenny well.

It’s a privilege to have been part of Auckland Council right from the exciting, but at times daunting, beginning in 2010. I acknowledge Auckland’s first Mayor Len Brown for his massive contribution that has yet to be written – and for also making those early days fun. I pay tribute to my many colleagues over the years who have tried hard to make the super city experiment work for the best interests of our communities. It is very timely for the CCO review announced by the Mayor to examine the part of the governance model that was deliberately set up to corporatize Auckland and remove democratic decision-making.

I come to the governing body with the experience of nine years on the Waitemata local board working for, what can be summed up as, inclusive, accessible, safe, healthy, connected, sustainable, resilient communities for everyone to enjoy. It has been a challenging but immensely satisfying and enjoyable time. I’d like to think that I bring to the big table the ability to get stuff done, make the most of modest budgets, work alongside community and business organisations always with a commitment to genuine partnership with mana whenua. There is still much to learn and I thank everyone who has supported me on that journey. Kia ora Otene. I remember Dean Martin who helped me with my mihi.
Former Chair Shale Chambers contribution to establishing the Waitematā Local Board and setting the foundations for strong local decision making across council can’t be underestimated. Remarkably as the chair and deputy chair combo over 9 years we never once had a bust up. I thank him for his support, guidance and for becoming such a strong advocate for Auckland being a great place to cycle even though you will never see him on a bike.

It was easy to let go knowing the Waitematā Local Board is in good hands under new chair Richard Northey and with an impressive team. A shout out too to the wonderful, committed local board staff - perhaps watching on the live stream (but I don’t want to distract them from their workshop today) - who support the board so professionally and effectively.

It goes with the territory to be on the receiving end of nasty comments and the odd insult. Supposedly this includes “I get on well with bureaucrats and management”. I think that means you Mr Town and your team! Absolutely I will continue to value positive working relationships and collaboration with everyone who is committed to working for and serving the best interests of Auckland. My role is to ask the difficult questions and to know when to challenge advice but I make a commitment to always do that with kindness, empathy and respect. (just warning everyone I have a naturally resting bitch face that I can help!)

I acknowledge my fellow class of 2019 – Angela, Tracey and Shane. As former board chairs I believe we will bring to this table an approach of collaboration, cheerfulness and working together that we have experienced at the Chairs forum. I know we are all here to bring our A game. Actually forget A’s and B’s - I am calling it now that I am on team C – Team collaboration!

Like everyone around this table I was elected independently. What I do hold as a badge of pride is that I am part of the City Vision whanau and join Cathy Casey as a City Vision councillor. Like Cathy I don’t belong to a political party and just to put the record straight there is no party master (at least I am yet to meet him or her or find the so called back room where the deals are meant to be taking place). We are a progressive coalition with shared values of social justice, commitment to the Living Wage, outstanding public transport, environmental restoration, action on climate change, ownership of public assets, and a real say for local communities. We are upfront about what we stand for because we believe our role is far more than about us as individuals.

I respect that around this table we all come from different political traditions of the legacy councils. But the reality is that I wouldn’t be here if it wasn’t for being part of City Vision. It was the only way for progressives to break the C&R stronghold over the old Auckland City Council. I acknowledge and thank all those who have supported my election. Robert Gallagher Chair of CV, Jeremy Greenbrook-Held, my campaign manager, the wider support team of volunteers including on Waiheke and the great team of candidates I stood alongside.

In many ways my path here started early on with community activism, volunteering and community-building. Like 39% of Aucklanders I was born overseas. I was born in London and raised in a post war new town called Hemel Hempstead where my politics were shaped from a young age by the threat of nuclear war, the toxicity of apartheid and the rise of Thatcherism.

My family immigrated to New Zealand just after I turned 14. Surprisingly for that difficult teenage period it was a move I embraced (in my version of the family history it was actually my idea to immigrate here and thank god we did). I immediately felt at home living in Ponsonby and attending Auckland Girls’ Grammar School, where my interests in service and
activism were encouraged. It is also where my north London accent was beaten out of me! I acknowledge Miss Pountney my principal at AGGS who is here and who I am now allowed to call Charmaine and is a neighbour in Grey Lynn.

In 5th form I was a founding member of Auckland City Youth Council established under then Mayor Dame Cath Tizard. Many of the issues then we sought to bring a youth voice to continue to this day but now with increased urgency led by school strike for climate.

I was fortunate to spend my last year of school as an AFS student in Peru (saludes a todo mi familia de Peru y de Cuba) and to have completed a law degree at Otago University. I first experienced what it was like to be brutally defeated in an election when I came second to last for the OUSA exec well behind now Mayor of Whangerei Hamish McDouall.

My community activism continued during a 15 year legal career. It was awesome to be mentored along the way by John Edwards who gave me my first legal job and is now the Privacy Commissioner and Una Jagose my manager at the Ministry of Fisheries in Wellington who is now the Solicitor General.

During this time my dad Mel Coom was killed in a car crash at the age of 49. Many years later, and now as Vision Zero campaigner, I’ve come to think of dad’s death not just as a family tragedy but also as an example of why the “safe systems” approach to creating a forgiving road network is so vital. I applaud Auckland Transport for moving ahead with the slower speeds bylaw work and I will continue to be a tireless advocate for road safety and transport choice.

It was redundancy from an inhouse legal job at Vector over 10 years ago that really kick started my political career (thanks Mr Stiassny). It allowed me to pursue my passions and to throw myself into community busybody-ness, cycling advocacy, sustainability as chair of the Grey Lynn Farmers Market and Trustee of Grey Lynn 2030, and organiser of major climate action events. I am still working with many of the fabulous people that I met through that time and I give thanks for all the encouragement I received to pursue politics in particular from Suzanne Kendrick and Barb Cuthbert.

The challenge for this term of council can not be overstated. Bold leadership is needed like never before. There can be no more business as usual. Our agreed 1.5°C target requires urgent climate action in the next 10 years. Everything has to be seen through the lens of the climate emergency and climate action must be at the heart of all our decision-making. I’m honoured to have the deputy chair role on the Environment and Climate Change committee working with Cr Hills as chair. We have big shoes to fill to continue the work led by Penny Hulse. I thank her also for her tremendous support to become councillor.

All of us as councillors need to be focused and prepared for the challenge ahead.

Decisions must be made for the long term, not just the short term.

We must recognise the inter-relationships between issues - climate, water, coastal risks, public transport, the central city transformation, economic development- and the broad benefits we can deliver for all communities across Auckland if we take an integrated approach.
We must ensure we are not locked into future pathway that could increase our emissions and decrease our resilience to climate impacts.

Every community will be impacted by climate change so regardless of personal viewpoints around the table, everyone has an important role to play in terms of preparing our communities for the impacts and transitions to come. We must ensure the inevitable transition is just.

It’s not just about a central city response, but from Rodney to Franklin, South Auckland and West Auckland. We need everyone around the council table reaching into their communities to help articulate the challenge ahead and also bring back the knowledge, insights, concerns and priorities to help craft community-specific responses to the climate emergency. This is why we must all be team collaboration.

I know you have humoured me with extra time for this speech. But there are a few important acknowledgements I would like to end with. I’d like to acknowledge the Mayor, our koromatu. Tena koe. He is a good man with a warm heart who works incredibly hard for us all. I’d just love him not to drive so much (even if it is an e-car) and have more time for experiencing our communities on foot or bike. I think it is hugely symbolic that both the Mayor and councillor Fletcher have both spoken publicly about having grandchildren born in the week after the election. There’s been a reset on a fresh start this term to work together for future generations.

My partner Paul, also known as the Dennis Thatcher of Auckland politics is here. You won’t see him at much but he is a constant support behind the scenes (please forgive me for always having an excuse not to do housework). Paul’s lack of interest in being my plus one is great news for my mum Barbara Grace who is always up for everything. Thank you to you both, my family and my wider urban whanau.

In the last week I’ve had the opportunity to attend the inaugural meetings of the local boards in my ward - Aotea Great Barrier, Waitakarū and Waiheke (I have to fess up to missing the plane to Aotea and arriving late!) I look forward to building strong relationships with the three local boards, serving my entire ward and working hard to fulfil the aspirations of all Aucklanders.

There is a lot of work to get on with and I am here for it!

No reira tēnā koutou, tēnā koutou, tēnā tatou katoa
New ward councillor ready to listen

At the new councillor for Waitemata and Gulf Islands, Pippa Coom says she wants to understand what Waikate residents’ views are on key issues, support the local board and have the ear of the mayor.

Ms Coom replaces long-term councillor Mike Lee after nine years on the Waitemata local board and as chair for her last two terms. She says she’s used to working collaboratively and getting things done and it will be essential to find out how to continue to do that as councillor and be effective for all three local board areas she oversees.

"I really see the councillor’s role as supporting the local board," she says, commenting that Walake’s new board is a good mix of experienced and fresh faces.

"The local board will go into consulting on the Area Plan next year. It’s my job to understand what’s in that and it’s for the local board to state the local priorities and advocate for the community. If you have the local board communicating well, they’ll be getting local projects done."

In terms of community development, she says there’s a large amount that can be done locally with community grants, and local contracts and plans. "Your councillor really focuses on regional issues. I can advocate for the local board where they need regional funding," she says.

The only Auckland City councillor charged with advancing the interests of more than two local boards, Ms Coom says she intends to attend monthly meetings for the Waitemata, Waikate and Aotea-Great Barrier local boards and she has ensured straight up that the meetings don’t clash.

She wants to de-mystify how councillors operate and plans to be open about how she’s spending her time and focus.

"I’ll do a monthly report that will be in the local board agenda. It will be highlights of what the councillor’s been up to, the key events I’ve attended, the issues I’ve been working on and who I’m meeting with. I’ve been writing a monthly report for nine years and those reports are all there on my website." She highlights social housing from the election campaign adding that at the Waitemata Local Board she held fortnightly catch ups with Housing New Zealand.

"One of the simple ones was to look at waiting lists. Let’s look at the projects we could look at on Waikate. I understand that people living on Waikate who need housing are reluctant to go on the Housing NZ waiting list because they could be anywhere in Auckland."

Ms Coom’s family emigrated to New Zealand from the United Kingdom in 1981. Living in Ponsonby, she attended Girls Grammar and then studied law at the University of Otago. After overseas, she returned to her Auckland roots, working as in-house lawyer for Vector.

"I had a couple of years as a commoner busy-body. I had started getting into Action and climate action and then I made redundant."

"Running for and being elected to Waitemata Local Board moved me on. My job is now my passion. It’s a privilege to serve and I feel really fortuitous to be in this position. I don’t have child..."
Incoming board to elect new chair

The new Waiteke Local Board will be sworn in on Monday 4 November.

The inaugural meeting of the new board will take place at the Waiteke Service Centre in Belgium Street, Ostend at 5pm.

The first item on the agenda for the meeting is oral and written declarations by board members. This is followed by the election of chairperson. Board members will vote for their preferred chair and the elected chair will then make a declaration and assume the chair for the remainder of the meeting.

Next, board members will elect the deputy chairperson and this will be followed by the Mayor’s address. Mayor Phil Goff is expected to attend the meeting to give his address in person.

Board members will then receive an explanation of the laws that affect them.

The last matter the newly sworn in board will attend to is confirming the date of its first business meeting.

and I do have a supportive partner who is OK with not seeing a lot of me.”

She admits there isn’t much time for hobbies and cycling is now a form of transport rather than a hobby - the trip from the Grey Lynn home she inherited from her father to the downtown ferry terminal takes 20 minutes.

Regular trips to Waiteke are nothing new and she says she has been regularly meeting with Cath Handley, chair of the previous local board, at Fenice in OneTree. She points out that the four new councillors elected to Auckland Council have all been local board chairs and are used to working collaboratively.

She hopes to be actively involved in the Hauraki Gulf Forum and the Auckland Climate Action Framework which will be formalised by the new council.

“T’ve listened to the Climate Action framework that went out wasn’t as assertive as it could be. The council has to change how it does everything. We need to look at food resilience, transport, environmental restoration, marine protection and emergency management."

As for Waiteke-specific issues, Ms Coon’s intention is to listen local views. With regards to ferry regulation she says she’ll be working with Cath Handley and Chris Darby on that one.

As for marinas, she says the current proposal wouldn’t be consistent with an objective to extend marine protection. Likewise, marine dumping of dredged materials, which a big concern on Aotea-Great Barrier.

Not planning for the future is a real Auckland disease, she says, but cites the natural environment targeted rate as helping with future-oriented projects like Predator Free Waiteke.

However, not all targeted rates have been well received and she says the Accommodation Provider Targeted Rate will be looked at again next year.

“How do we properly charge tourists for the benefits they’re getting? I’m keen to really understand what the issues are and what are the options that I can advocate for,” she says.

“There’s getting the finances right and encouraging tourists to add value to Waiteke."

With regards to the thorny issue of Reticulation, Ms Coon’s understanding is there are no plans for it at the moment but questions whether it could be an option in the Area Plan.

“It’s important for me to understand the community view. How can you do development that’s off the grid - not reticulation that requires a big power plant? Waiteke can lead the way in terms of sustainability.”

Ms Coon will be sworn in to office on Friday 1 November at the inaugural meeting of Auckland Council and she will give her maiden speech on Tuesday 5 November.

As she left to meet with the first Waiteke resident who had been in touch with her, her parting inquiry was, “How do I subscribe to Gulf News?” - Erin Johnson

Gun buy-back for Waiteke

A police-run firearms collection will take place on Friday 1 November at the Waiteke Island Police Station from 10am to 3pm. This is the only opportunity for firearms owners on the island to participate in the collection event as part of the prohibited firearms amnesty and buy-back scheme before it ends on 20 December.

For those who can’t make the collection, other options include hand-ins at approved dealers, bulk pick-ups if you have more than 10 firearms and/or 50 parts, or handing in to a police station.

There is also the option of having some prohibited firearms modified and a list of police-approved gunsmiths is also available on the police website. Police encourage those with internet access to complete an online notification form before attending the collection event. However, police staff will be on hand at the event to help firearms holders with their form.

For those who attend the collection, please make sure you bring the following for you:

- Your firearms licence (if applicable)
- Photo identification (drivers licence or passport)
- Your bank account number
- Your online notification number (if you complete the form in advance)
- All your prohibited firearms and parts, cleared of all ammunition.

You can also hand in any firearms and parts you don’t want under amnesty. This is for people who are in possession of any firearm but do not have a licence. You can do this anonymously - no questions asked.

A collection event will also take place on Saturday 9 November at the Great Barrier Island Police Station from 10am to 3pm. For more information visit police.govt.nz or call 0800 314 311.

Mortgages & Insurances

- 25 years combined industry experience
- ACC levy reduction specialists
- Agencies with major banks/lenders and insurance companies
- The only locally owned & operated mortgage specialist on Waiteke
- Our advice is complimentary and obligation-free
This fledgling Kapa Haka group practised for months to prepare for their first public performance, in late September at the Claris Club. Waiata (songs) – traditional and modern hōmēne (hymns), pōre (chants), poi, tētē Mēra (stick games), and of course whakatangitangi (music), combine with warmth and high spirits from both the performers and the audience for an uplifting and fun evening.

Mike Lee had been the Waitematā and Gulf ward councillor for many years, but his long career in local body politics met its end when he was Pippa’d at the post on October 12. She received 6581 votes to Lee’s 6257, a majority of 324.

Coom is the former chair of the Waitematā Local Board. She stood under the left-leaning City Vision ticket.

She told me during a catch up in Claris that she’s “delighted and very excited” about her new role.

“The [Aotea / Great Barrier Local Board] focuses on local decisions, and I’m around the governing body table being the advocate for big regional issues and funding.”

What does this actually mean?

Well, the governing body consists of Mayor Phil Goff and 20 councillors. The councillors are elected from 13 wards, of which Waitematā and Gulf is one, and within that ward there are three local boards – us, Waiheke and Waitemata. It’s Pippa and 20 others around the table of ultimate power and she is one of 21 votes. She’s close with Goff so that’s a good start.

“As regional councillors we look at things like regional bylaws, big capital investments, infrastructure, environmental projects and water planning - things that all take a lot of funding. But it’s also advocating for the things that the Local board identifies as priorities and trying to secure funding for what’s needed here. So if there are projects the board can’t fund, I’ll be a strong advocate. It’ll be me going to mayor and asking for xx amount of money to invest in xxx on Aotea”.

What’s her sense of the big issues on the island?

“Environmental management, pest control, resilience in terms of communications and connectivity, energy resilience, waste. Also, what is the right level of tourism? It’s really unique here. How do you have tourists come here and value what’s here but don’t overwhelm the infrastructure? There are different approaches to that – is it just restricting numbers for example?”

Coom lives in Grey Lynn. She’s been to the Barrier a few times on camping trips, staying at the Medlands campground. Last time she was there her tent got flattened. She’ll be hoping for fairer winds over the next three years.

“I’m looking forward to spending more time here.”
Item 11

Attachment A
Pippa Coom:
My first column as the new councillor for Waitemata and Gulf Ward

After a nail biting finish, I’m really delighted to have been elected the new Councillor for Waitemata and Gulf Ward.

I join three other new councillors who have all previously been local board chairs. I’m really looking forward to working with the Mayor and all councillors around the council table who wish to make a positive contribution to Auckland.

I’d like to take this opportunity to acknowledge and thank outgoing councillor Mike Lee for his years of service. His regional leadership laid the foundation for the renaissance of public transport and ensured the expansion of the regional parks network. I’m sure he will continue to be a passionate advocate for conservation and heritage.

Immediately after election day, I was straight in the door to discuss with the Mayor the areas I would like to focus on as councillor. Central to this is the work to finalise Auckland’s Climate Action Framework and ensure we are on a pathway to no more than 1.5°C warming over the next 10 years. Integrated, long-term decision making is needed by council on inter-related issues of climate, water, coastal risks, public transport and the central city transformation that is already underway.

The election highlighted strong dissatisfaction with the council-controlled organisations that were threat on Auckland by Rodney Hide as a way of keeping politicians at arm’s length. I support the Mayor’s plan for an independent review of the CCDs to get underway before the end of the year. At the same time, there is a need to build more trust in council by challenging the misinformation that gets a lot of air time.

I stood as a community independent with City Vision, a progressive coalition, and campaigned alongside the City Vision Waitakarurau Local Board candidates. As a team, we are up front about what we stand for and our shared values and principles. I’m really proud about City Vision retaining six seats on the local board. It is a credit to the determined and brave leadership of Slate Chambers over the first two terms and all the City Vision board members who have served with dedication, passion and a commitment to delivering for the community. Without doubt, the local board is in good hands with the election of Alex Bonham, Adriana Avendana Cristie, Graeme Gunthorp, Richard Northey, Julie Sandilands, Kerri Leen and C&G’s Sarah Trotman. There is a lot of great work already underway for the new board to continue with as well as bringing fresh ideas and focus.

I will be working closely with all three local boards in the ward, I plan to report monthly, attend local board business meetings and will continue to be out and about in the community as much as possible.

Many thanks to all those who have provided support and encouragement and everyone who took the time to vote in the local elections – not an easy thing to do with the decline in postal services. I am 100% committed to serving on council, fulfilling the aspirations of all Aucklanders and representing the Waitamata and Gulf Ward.

Contact Pippa Coom via pippa.coom@aubcd.govt.nz
Ellen Melville Centre and Freyberg Place win NZ Architecture Award

Published: 13 November 2019

Freyberg Place

The project to upgrade Ellen Melville Centre and Freyberg Place has won the Planning and Urban Design category in the 2019 New Zealand Architecture Awards.

The New Zealand Institute of Architects (NZIA) comment that, “The playful intent of the design for Freyberg Place has been realised successfully, and its busy but relaxed occupation is testament to the popularity of this valuable civic asset.”

Waitemata and Gulf Councillor, and former Waitemata Local Board Chair, Pippa Coom says that realising the vision for Ellen Melville Centre and Freyberg Place was a priority for the board for many years.
Aotea / Great Barrier Local Board
03 December 2019

Attachment A

Item 11

The project has created a wonderful place for people in the city centre for relaxation and civic life.

“It has also preserved a building honouring Ellen Melville, New Zealand’s first woman city councillor. She helped pave the way for future generations of women in political roles in New Zealand.

“As a female councillor, I am proud to continue her legacy through public service in Auckland.”

Freyberg Place

Auckland Council’s Project Leader Lisa Spasić says all the project discipline leads were women, which was fitting for this project.

“Ellen Melville would be proud of what we have achieved together,” says Spasić.

“Our objective was to create a community hub in the city centre - a destination to encourage people out of their apartments to reconnect with their local community.

“The project has been a great success with hundreds of city workers and residents choosing to occupy the steps in the square every day and a community centre that is constantly busy with activities.

“The centre and square were designed to work together as one integrated space. The ground floor of the centre is a large, open-plan area available to all as an ‘urban living room’ that spills out on to Freyberg Place.

“The road that previously ran through the square, which has enabled it to become a pedestrianised mall unlocking the full potential of
Ellen Melville Centre

The Auckland Council project is the result of collaborative work between Stevens Lawson Architects, Isthmus Group and artist John Reynolds.

The Ellen Melville Centre project was funded by Waitematā Local Board and the Freyberg Place work was funded by the City Centre Targeted Rate.

Previous awards for Ellen Melville Centre and Freyberg Place

- Heritage category winner in the NZIA Auckland regional awards
- Civic and Arts Property Award at the 2018 Property Council industry awards
- Public Good category winner in Best Design Awards 2018
Appointment of local board members to external community organisations

File No.: CP2019/19003

Te take mō te pūrongo
Purpose of the report
1. To appoint board members to external community organisations relevant to the Aotea / Great Barrier 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 which, due to legislation or the terms in a deed 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.

Te tūtohunga
Recommendation
That the Aotea / Great Barrier Local Board:

a) appoint the following board members to the external community groups and organisations listed below for the 2019-2022 triennium:

<table>
<thead>
<tr>
<th>External organisation</th>
<th>Lead</th>
<th>Alternate</th>
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<tbody>
<tr>
<td>Hauraki Gulf Forum (HGF)</td>
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<tr>
<td>Destination Great Barrier Island (DGBI)</td>
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<tr>
<td>Dark Sky Sanctuary Advisory Group (DAG)</td>
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Horopaki
Context
5. Several 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 local board, and do not attend in a personal capacity. Nominated local board members will provide updates at
Appointment of local board members to external community organisations

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.

**Relevant external organisations**

12. The details of the organisations relevant to the local board are detailed below.

**Hauraki Gulf Forum**

13. The Hauraki Gulf Forum (HGF) is a statutory body, which promotes and facilitates integrated management and the protection and enhancement of the Hauraki Gulf, under the Hauraki Gulf Marine Park Act 2000.

14. The previous local board representative was member Jeff Cleave with board chair Izzy Fordham as alternative.

15. Meetings are held quarterly, and the date of the next meeting is yet to be confirmed.

16. The local board is asked to appoint one member (and an alternate) to the Hauraki Gulf Forum.

**Destination Great Barrier Island**

17. Destination Great Barrier Island (DGBI) is a charitable trust set up to promote and profile Aotea / Great Barrier Island as a tourist destination, and to support and manage tourism on the island. It is also responsible for implementing the Visitor Strategy.

18. The previous local board representative was member Shirley Johnson, with deputy chairperson Luke Coles as an alternative.
19. Meetings are held monthly on the first Monday of the month, with the previous meeting being its AGM on Monday 2 December 2019.

**Dark Sky Sanctuary Advisory Group**

20. Dark Sky Sanctuary Advisory Group (DAG) was established in 2017 to consider and discuss matters associated with the Aotea Great Barrier Dark Sky Sanctuary noting that the group has no regulatory authority in relation to the functioning of the sanctuary.

21. Membership of the group includes two local board members (one of whom will be the board chair), one Ngāti Rehua Ngātiwai ki Aotea representative, one DGBI representative, one Department of Conservation representative, one Astronomical Society representative and two Aotea/Great Barrier Island Community representatives with skills and/or interest in the sanctuary appointed by the Aotea / Great Barrier Local Board.

22. The previous local board representatives were chairperson Izzy Fordham and board member Sue Daly with no alternatives.

23. Meetings are held no less than six monthly and the date of the next meeting is yet to be confirmed.

24. The local board is asked to appoint two members (one of whom will be the board chair) to DAG.

**Tātaritanga me ngā tohutohu**

**Analysis and advice**

**Tauākī whakaaweawe āhuarangi**

**Climate impact statement**

25. 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**

26. 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**

27. 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**

28. 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**

29. There are no financial implications as a result of this report.
30. 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.

31. 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.
Local board appointments and delegations for the 2019-2021 electoral term

File No.: CP2019/18996

Te take mō te pūrongo
Purpose of the report

1. To recommend that the Aotea / Great Barrier Local Board appoints 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
Recommendations

That the Aotea / Great Barrier Local Board:

a) appoint XXXX, and XXXX as an alternate, the nominated local board member for landowner consents (excluding landowner consents for filming) and authorises 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, and
ii. to be the point of consultation for staff on proposed asset renewal works and, at their discretion, refer any proposed asset renewal works to the local board for a local board decision

iii. receive staff notifications of areas that may involve reputational, financial, performance or political risk

b) appoints XXXXXX and XXXXXX, as an alternate, the nominated local board member for landowner consents for filming and authorises them to:
   i. to 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) appoints XXXXXX, and XXXXXX, as an alternate, the nominated local board member for events and authorises them to receive staff notifications of areas that may involve reputational, financial, performance or political risk.

d) delegates to XXXXXX, and XXXXXX, 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) delegates to XXXXXX, and XXXXXX, 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) delegates to XXXXXX, and XXXXXX, as an alternate, the authority to prepare and provide local board views and speak 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 also are 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 reserve (and refer the matter to the local board to obtain local board views and input where required by the delegated local board member).
- Staff are also required to notify the nominated local board member of:
  - areas that may involve reputational, financial, performance or political risk
  - decisions to approve events on council owned land in the local board area.
16. The appointment of a nominated local board member for events is therefore recommended to enable staff to exercise their delegation.

17. Under the Local Board Delegations Protocols landowner consent is also required for all event proposals on local parks. To avoid double-handling of applications, it is recommended that the local board member nominated for events is the same as that local board member nominated for landowner consents.

**Formal submissions at liquor licence hearings**

18. 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 (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.

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

20. 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**

21. 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 (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). The planning leads have three working days to provide comment on the matter of whether the application should be publicly notified or limited 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.

22. 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.

23. 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 limited notified and to provide written feedback on notified applications and speak on the local board’s behalf at the council hearing.

**Options considered**

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

25. 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.

26. We recommend that local boards appoint one nominated local board member (and 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**

27. 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. 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. 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>
<th>Pros</th>
<th>Cons</th>
</tr>
</thead>
</table>
| 1. No formal local board views are provided                            | • All local board members contribute to the local board view  
• Provides transparent decision making                                 | • Local board views will not be considered by the hearing commissioners |
| 2. Formal local board views are provided at a business meeting         | • Nominated local board member will become subject matter expert for local board on topic they are nominated for  
• Local boards can provide                                           | • 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 |
Item 13

<table>
<thead>
<tr>
<th>(preferred option)</th>
<th>their views in a timely way that meets statutory deadlines</th>
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<tbody>
<tr>
<td></td>
<td>• Any feedback can be reported back to the local board</td>
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<td></td>
<td>the planning process)</td>
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**Tauākī whakaaweawe āhuarangi**

**Climate impact statement**

29. 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**

30. 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**

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

32. 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**

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

**Ngā ritenga ā-pūtea**

**Financial implications**

34. 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**

35. 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.

36. 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.

37. 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
38. 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. 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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</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Louise Mason – General Manager, Local Board Services</td>
</tr>
<tr>
<td></td>
<td>Helgard Wagener - Relationship Manager – Aotea / Great Barrier and Waiheke</td>
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Local board governance work management for the 2019-2022 triennium

File No.: CP2019/18994

Te take mō te pūrongo

Purpose of the report

1. To outline the options for efficiently and effectively managing the governance work of the local board for 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, and 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 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.
Te tūtohunga
Recommendation

That the Aotea / Great Barrier Local Board:

a) endorse 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 Local Board Services (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 and staff from LBS and other council departments and council-controlled organisations (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 negatives 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 related 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, Local Board Services 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 2016-2019 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; and 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 22 October 2019, as part of the Aotea / Great Barrier Local Board induction programme for the 2019-2022 triennium.

**Tauākī whakaaweawe Māori**

**Māori impact statement**

33. This decision is procedural in nature so does not have immediate impacts on Māori.

**Ngā ritenga ā-pūtea**

**Financial implications**

34. This decision is procedural in nature so does not have any financial implications.

**Ngā raru tūpono me ngā whakamaurutanga**

**Risks and mitigations**

35. The risks and mitigations of having topic area leads are outlined in the ‘Analysis and Advice’ section of this report.

36. 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**

37. Staff from the Local Board Services 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, Albert-Eden</th>
</tr>
</thead>
</table>
| Authorisers | Kerri Foote - Operations and Improvements Manager  
Oliver Roberts - Central Teams Manager  
Louise Mason - General Manager, Local Board Services  
Helgard Wagener - Relationship Manager – Aotea / Great Barrier and Waiheke |
Adoption of a business meeting schedule

File No.: CP2019/19039

Te take mō te pūrongo
Purpose of the report

1. To adopt the Aotea / Great Barrier 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
Recommendations

That the Aotea / Great Barrier Local Board:

a) adopt the meeting schedule outlined below for the 2019-2022 electoral term:

<table>
<thead>
<tr>
<th>Year</th>
<th>Date</th>
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<tbody>
<tr>
<td>2020</td>
<td>January 28</td>
</tr>
<tr>
<td></td>
<td>February 25</td>
</tr>
<tr>
<td></td>
<td>March 24</td>
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<tr>
<td></td>
<td>April 28</td>
</tr>
<tr>
<td></td>
<td>May 5 (To approve feedback and advocacy for Annual Budget 2020/2021)</td>
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<tr>
<td></td>
<td>May 26</td>
</tr>
<tr>
<td></td>
<td>June 16 (To adopt the local board agreement)</td>
</tr>
</tbody>
</table>
b) agree to commence business meetings at 1.00pm to be held at the Claris Conference Centre, 19 Whangaparapara Road, Claris, Aotea / Great Barrier Island. 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) note the dates and time for meetings for local board plans and local board agreements are yet to be finalised.

### 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 Board Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Louise Mason – General Manager, Local Board Services</td>
</tr>
<tr>
<td></td>
<td>Helgard Wagener - Relationship Manager – Aotea / Great Barrier and Waiheke</td>
</tr>
</tbody>
</table>
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 and these 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 representatives to be appointed by local boards and the Governing Body. 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

Recommendations

That the Aotea / Great Barrier 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 to 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, Chair of Te Maruata (LGNZ’s national collective of Māori in local government governance roles), the 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 online). 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 organized 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 from 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 Chair’s 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 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. 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 Chair 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 the 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>
</tr>
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<tbody>
<tr>
<td>Authorisers</td>
<td>Louise Mason - General Manager, Local Board Services</td>
</tr>
<tr>
<td></td>
<td>Helgard Wagener - Relationship Manager – Aotea / Great Barrier and Waiheke</td>
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Te take mō te pūrongo
Purpose of the report
1. To present the draft Auckland Council Elected Members’ Expense Policy 2019 and provide for the local board to record its feedback for consideration by the Governing Body.

Whakarāpopototanga matua
Executive summary
2. Each electoral term, the Remuneration Authority (the Authority) requires all councils to adopt an expense policy and forward the adopted policy to the Authority for its approval.
3. The expense policy provides the rules for elected members’ reimbursement for expenses they incur whilst performing their duties. The Authority has set parameters for the following expense reimbursements:
   i) communications
   ii) mileage
   iii) travel time
   iv) childcare.
4. The Authority has updated vehicle mileage allowance rates to reflect the new kilometre rates for self-employed people and employees published by the Inland Revenue Department on its website as at 7 June 2019.
5. There is a change to approval processes so that approval for mayor and deputy mayor expenses is now by the chair of the Audit and Risk Committee. There are no other changes to provisions for these expenses.
6. Reimbursement of childcare expenses is a new provision and the council has discretion around how this is applied, within the parameters set by the Authority.
7. In the previous term, a discussion paper about the proposed childcare allowance was published by the Authority and was reported to local boards. Most local boards were generally supportive. Based on that feedback, this report proposes rules for inclusion in the council’s Elected Member Expense Policy 2019.
8. The expenses policy also includes rules for the following, which relate to sensitive expenditure and there are no recommended changes to these rules:
   i) travel
   ii) accommodation
   iii) professional development
   iv) hospitality.
9. The draft Auckland Council Elected Members Expense Policy is attached in Attachment A.
10. The council’s Head of Assurance Services has reviewed the draft policy and is satisfied it is in compliance with the Local Government Members (2019/20) Determination and appropriate probity standards.
Te tūtohunga

Recommendation

That the Aotea / Great Barrier Local Board:

a) provide feedback on the draft Auckland Council Elected Member Expense Policy 2019.

Horopaki

Context

11. The Authority sets remuneration for elected positions in local government annually. It also sets the rules for reimbursement of costs met by members in undertaking their duties.

12. Each electoral term, the Authority requires all councils to adopt an expense policy and forward the adopted policy to the Authority for its approval. The expense policy provides the rules for elected members’ reimbursement for expenses they incur whilst performing their duties.

13. The Authority sets some work-related expenses for elected members:
   - the maximum allowances payable by councils to elected members for certain activities, such as transport and communications
   - the criteria for and amounts payable to, elected members sitting on resource consent hearings.

14. The current policy was approved in November 2016. The Authority has requested the council provide an Elected Members’ Expense Policy to the Authority for its approval at the beginning of this term.

15. In the previous term the Authority circulated a discussion paper seeking feedback on a proposed childcare allowance. When the Authority issued its formal 2019/20 determination it included the childcare allowance. The Explanatory Memorandum in the Determination includes:

   “This year, for the first time, the Authority has introduced a childcare allowance for members who have responsibility for caring for children under the age of 14 years. The allowance is a contribution towards expenses incurred by the member for the provision of childcare while the member is engaged on local authority business. The allowance is capped and is subject to certain conditions outlined in clause 14 of this determination.

   Payment of any or all of the allowances is at the discretion of each council. All the allowances included in this determination are reviewed annually.”

16. The actual rule about the childcare allowance in the Determination is:

   14 Childcare allowance

   (1) A local authority may pay a childcare allowance, in accordance with subclauses (2) and (3), to an eligible member as a contribution towards expenses incurred by the member for childcare provided while the member is engaged on local authority business.

   (2) A member is eligible to be paid a childcare allowance in respect of childcare provided for a child only if—

      (a) the member is a parent or guardian of the child, or is a person who usually has responsibility for the day-to-day care of the child (other than on a temporary basis); and

      (b) the child is aged under 14 years of age; and
(c) the childcare is provided by a person who—
   (i) is not a family member of the member; and
   (ii) does not ordinarily reside with the member; and

(d) the member provides evidence satisfactory to the local authority of the amount paid for childcare.

(3) A local authority must not pay childcare allowances to a member that total more than $6,000 per annum, per child.

(4) In this regulation, family member of the member means—
   (a) a spouse, civil union partner, or de facto partner:
   (b) a relative, that is, another person connected with the member within 2 degrees of a relationship, whether by blood relationship or by adoption.

17. The other change in the Determination relates to vehicle mileage allowance rates to reflect the new kilometre rates for self-employed people and employees published by the Inland Revenue Department on its website as at 7 June 2019.

Tātaritanga me ngā tohutohu
Analysis and advice

18. The major proposed change to the expense policy is to include a provision for childcare allowance in line with the new provision in the Authority’s Determination.

19. Prior to the Authority including this allowance in its Determination, it circulated a discussion paper for feedback. This was reported to local boards. The submission to the Authority was:

   ‘Auckland Council supports the Remuneration Authority in addressing this issue which has been raised by members of other councils through submissions to the Authority. The costs of childcare can be a barrier to people with families considering becoming candidates for local government elections. The council commends the authority for recognising such barriers and for acknowledging the need to address them.

   The council’s view is that the proposed conditions to be placed in the authority’s determination are reasonable. It is concerned though that the description of the purpose of the allowance is too wide. The proposed wording is:

   “A local authority may pay a childcare allowance, in accordance with subclauses (2) and (3), to an eligible member as a contribution towards expenses incurred by the member for childcare provided while the member is engaged on local authority business.”

   The phrase “childcare provided while the member is engaged on local authority business” could include childcare that is incidental at the time the member is engaged on local authority. For example, a member may arrange childcare on a regular basis, irrespective of undertaking council duties, and on a particular occasion attends to council business papers while the children are at childcare. There could be uncertainty about whether this is claimable. The council understands that the purpose of the allowance is as a contribution towards the cost of childcare where this is an expense of undertaking council business and suggests that the wording should capture this sense of necessary expense in order to undertake council business.’

20. A summary of local board feedback on the submission is contained in Attachment B. Most local boards endorsed the submission.

21. The submission stated that the payment of a childcare allowance should recognise the additional cost that was caused by attending to council business rather than being paid if childcare was to be provided in any case. In other words, it was to be paid because childcare was caused by attending to council business. This point was not included in the
Authority’s final Determination. However, any potential for over-use of the provision is controlled by the imposition of a cap of $6,000 per annum per child.

22. The proposed wording for the childcare allowance in the Expense Policy is:

**Childcare allowance**

1. Elected members who are the parent, guardian or usually have responsibility for the day to day care of the child may receive the allowance set out in the Remuneration Authority Determination for childcare provided while the member is engaged on local authority business. This is a contribution towards the expense and not intended as a full reimbursement.

2. The childcare allowance may only be claimed for childcare not provided by a family member (spouse, civil union partner or de factor partner or any relative that is connected to the members within 2 degrees of relationship, whether by blood relationship or by adoption) who does not ordinarily reside with the member.

3. The allowance is only claimable:
   a) for children under the age of 14 years
   b) when attending official meetings or workshops of the council
   c) only for actual (or part thereof) expenses that have been incurred, net of any subsidites
   d) when elected members are not on recess
   e) when no other childcare arrangements would normally be made.

4. The allowance rates are as follows:
   a) For childcare services provided by a professional registered company, an hourly rate of up to $35 will be accepted with the receipt of a GST invoice
   b) For childcare services provided via an informal arrangement, an hourly rate of up to $20 will be accepted with the receipt of an signed invoice or signed log book
   c) The total Auckland Council may contribute is $6,000 per annum per child

5. On a case by case basis the General Manager Democracy Services and General Manager Local Board Services may make exceptions to the above provisions within the limits set by the Remuneration Authority.

23. The maximum hourly rates are based on an informal survey of current market rates.

24. Other changes in the draft expense policy are:
   i) approvals for the mayor and deputy mayor travel expenses have been changed to the chair of the Audit and Risk Committee, on her recommendation
   ii) an added section on health, safety and well-being which includes access to:
      • flu vaccinations
      • ergonomic assessments
      • personal support services (Employment Assistance Programme, manawa rahi and the well-being portal).

25. The council’s Head of Assurance Services has reviewed the draft policy and is satisfied it is in compliance with the Local Government Members (2019/20) Determination and appropriate probity standards.
Aotea / Great Barrier Local Board  
03 December 2019

Elected Members Expense Policy 2019  
Page 67

**Item 17**

**Tauākī whakaaweawe āhuarangi**

**Climate impact statement**

26. The adoption of the expenses policy is largely an administrative decision. Relevant to climate change is the statement in the policy (6.3): “Auckland Council promotes public transport and cycling as the preferred ways of moving around Auckland. Elected members are expected to use public transport in the first instance but may also use their private car or council vehicles when on council business.”

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

**Council group impacts and views**

27. The Authority's Determination and the Auckland Council Elected Member Expense Policy only affect elected governing body and local board members.

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

**Local impacts and local board views**

28. The feedback from local boards will be reported to the Governing Body when it decides the Auckland Council Elected Member Expense Policy.

**Tauākī whakaaweawe Māori**

**Māori impact statement**

29. The childcare allowance recognises that the cost of childcare deters some people from standing for election. The provision of the allowance may encourage more people, including Māori, to consider standing.

**Ngā ritenga ā-pūtea**

**Financial implications**

30. The number of Auckland Council elected members who will be eligible to claim this allowance is unknown. LGNZ statistics show that approximately 6 per cent of elected members are 40 years of age or below¹. On that basis, the cost to Auckland Council, if 6 percent of members (10 members) claimed the allowance, would be $60,000 (assuming one child each).

**Ngā raru tūpono me ngā whakamaurutanga**

**Risks and mitigations**

31. The expenditure that is the subject of this policy is sensitive expenditure. The policy needs to withstand public scrutiny and where there is discretion there needs to be a conservative approach. Staff believe that the conditions placed on reimbursement and the processes for approval are appropriate in this context.

**Ngā koringa ā-muri**

**Next steps**

32. Feedback from all local boards will be reported to the Governing Body when it decides the Auckland Council Elected Members Expense Policy.

**Ngā tāpirihanga**

**Attachments**

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
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<tbody>
<tr>
<td>A1</td>
<td>Draft Auckland Council Elected Member Expense Policy</td>
<td>69</td>
</tr>
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</table>

¹ [http://www.lgnz.co.nz/assets/e41e5fb07f/Elected-Members-Profile-Report-FINAL.pdf](http://www.lgnz.co.nz/assets/e41e5fb07f/Elected-Members-Profile-Report-FINAL.pdf)
### Ngā kaihaina

#### Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Warwick McNaughton - Principal Advisor, Democracy Services</th>
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<tbody>
<tr>
<td>Authorisers</td>
<td>Marguerite Delbet - General Manager Democracy Services</td>
</tr>
<tr>
<td></td>
<td>Helgard Wagener - Relationship Manager – Aotea / Great Barrier and Waiheke</td>
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<th>Title</th>
<th>Page</th>
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<tr>
<td>B1</td>
<td>Summary of local board feedback on the Remuneration Authority’s discussion paper on childcare allowances</td>
<td>87</td>
</tr>
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</table>
AUCKLAND COUNCIL

ELECTED MEMBERS' EXPENSE POLICY

Month/2019

Adopted by the Governing Body on (date)
Approved by the Remuneration Authority on (date)

V 1.0
Attachment A

Item 17

Version control
V1.0 – Presented to and approved by the Governing Body on (date).
  – Approved by the Remuneration Authority on (date).
# Table of contents

1 Purpose and scope ........................................................................................................... 1
2 Overarching principles ..................................................................................................... 1
3 Allowances and benefits .................................................................................................. 2
   General provisions ........................................................................................................... 2
   Communication technology ........................................................................................... 2
   Childcare allowance ........................................................................................................ 2
4 Health, Safety and Well-being ......................................................................................... 3
   Flu vaccinations ............................................................................................................... 3
   Ergonomic assessments ................................................................................................. 3
   Personal support ............................................................................................................. 3
5 Travel rules and processes ............................................................................................... 3
   Booking travel ................................................................................................................ 3
   Mixing business and private travel ................................................................................ 3
6 Land and sea transport .................................................................................................... 4
   Parking at home office .................................................................................................... 4
   Travel around Auckland ................................................................................................ 4
   Taxis and rental cars ........................................................................................................ 4
7 Air travel .......................................................................................................................... 5
8 Accommodation ............................................................................................................... 5
9 Travel expenses ................................................................................................................ 6
   Travel expenses reimbursed ......................................................................................... 6
   Travel expenses not reimbursed .................................................................................... 7
   Other international travel expenses .............................................................................. 7
   Upgrades ....................................................................................................................... 8
10 Travel insurance .............................................................................................................. 8
    Coverage ....................................................................................................................... 8
    Provisions for pre-existing medical conditions .......................................................... 8
    Claims procedure ......................................................................................................... 8
11 Professional development programmes and conferences ................................................. 9
12 Catering, hospitality and entertainment ........................................................................ 9
    Principles ....................................................................................................................... 9
    Catering .......................................................................................................................10
    Civic receptions/functions and official delegations .......................................................10
    Hosting official visitors ............................................................................................10
    Flowers and gifts .........................................................................................................10
13 Approval process ..........................................................................................................11
    Approval for local and domestic travel including expense claims ..............................11
    Approval for international travel ................................................................................11
    Approval of expense claims post international travel ................................................12
    Claiming expenses .....................................................................................................12
14 Breach of expense and reimbursement rules ..................................................................13
1 Purpose and scope

1.1 The purpose of this policy is to:

- identify elected members’ allowances and entitlements
- explain the approval process for reimbursement of expenses incurred by elected members whilst undertaking their duties.

1.2 Auckland Council’s Democracy Services Department administers this policy. For queries on the policy please contact:

Jo Iles
Business Hub Manager Democracy Services Mobile: 027 207 0893
jo.iles@aucklandcouncil.govt.nz

1.3 Other Auckland Council documents containing information relevant to this policy include the:

- elected members’ code of conduct
- elected members’ technology policy
- catering guide
- vehicle use guide

1.4 This policy may be reviewed regularly and is current until superseded.

2 Overarching principles

2.1 The guiding principles for expenditures are those contained in the Office of the Controller and Auditor-General good practice guide “Controlling sensitive expenditure: Guidelines for public entities”. The expenditure should be subject to standards of probity and financial prudence that are to be expected of a public entity and able to withstand public scrutiny, both perceived and actual.

2.2 Elected members may incur expenses while on council business, for which they can be reimbursed. Reimbursement and use of council-supplied resources apply only to elected members personally, and only while they are acting in their official capacity as elected members.

2.3 To be reimbursable, expenses must:

- have a justifiable council-related business purpose; council business means representing the council at formal council meetings, committee meetings, workshops, seminars, statutory hearings, training courses, site visits, meetings with staff, meetings with community groups and meetings with members of the public. It does not include events where the primary focus is on social activity or electioneering
- be moderate and reasonable having regard to the circumstances, i.e. able to pass the test of being prudent use of ratepayers’ money under public scrutiny
- be actual and justified by an original tax receipt
- be approved by the relevant authoriser
- be within relevant budget provisions
- be presented on the approved Auckland Council claim form and signed as true and correct
- be consistent with the rules set by the Remuneration Authority, who has responsibility under the Local Government Act 2002 to determine remuneration, expense and allowance rules for local authority members.
2.4 Transparency and accountability guide the reimbursement of elected members’ expenses. The council’s internal audit work programme includes regular testing of expense claims and allowances paid to elected members and staff. External auditors also regularly review elected members’ expenses. To ensure transparency, Democracy Services publishes elected members’ remuneration, expenses, mobile technology and professional development costs on the council’s website on a quarterly basis. The information is located at: [https://www.aucklandcouncil.govt.nz/about-auckland-council/how-auckland-council-works/elected-members-remuneration-declarations-interest/Pages/elected-members-remuneration.aspx](https://www.aucklandcouncil.govt.nz/about-auckland-council/how-auckland-council-works/elected-members-remuneration-declarations-interest/Pages/elected-members-remuneration.aspx)

3 Allowances and benefits

**General provisions**

3.1 Each year, the Remuneration Authority sets the base remuneration and allowances for all Auckland Council elected members. The Remuneration Authority Determination can be found at: [https://www.remauthority.govt.nz/clients-remuneration/local-government-elected-officials/](https://www.remauthority.govt.nz/clients-remuneration/local-government-elected-officials/)

**Communication technology**

3.2 Members who choose not to use council communication technology may receive the communications allowance set out in the Remuneration Authority Determination. These will be automatically paid pro rata in the elected members’ fortnightly payment cycle.

3.3 The council will not pay the communications allowance if an elected member’s private hardware and software are outdated and/or incompatible with Auckland Council’s systems. This is because in this case Auckland Council cannot provide the information and support needed for the elected member to perform his/her duties.

3.4 Rules governing the use of council equipment are set out in the Auckland Council Elected Members’ Technology Policy.

**Childcare allowance**

3.5 Elected members who are the parent, guardian or usually have responsibility for the day to day care of the child may receive the allowance set out in the Remuneration Authority Determination for childcare provided while the member is engaged on local authority business. This is a contribution towards the expense and not intended as a full reimbursement.

3.6 The childcare allowance may only be claimed for childcare not provided by a family member (spouse, civil union partner or de facto partner or any relative that is connected to the members within two degrees of relationship, whether by blood relationship or by adoption) who does not ordinarily reside with the member.

3.7 The allowance is only claimable:

   a) for children under the age of 14 years
   b) when attending official meetings or workshops of the council
   c) only for actual (or part thereof) expenses that have been incurred, net of any subsidies
   d) when elected members are not on recess
   e) when no other childcare arrangements would normally be made.

3.8 The allowance rates are as follows:
Elected members’ expense policy

a) for childcare services provided by a professional registered company, an hourly rate of up to $35 will be accepted with the receipt of a GST invoice
b) for childcare services provided via an informal arrangement, an hourly rate of up to $20 will be accepted with the receipt of a signed receipt or signed logbook
c) the total Auckland Council may contribute is $6,000 per annum per child.

3.9 On a case by case basis the General Manager Democracy Services or General Manager Local Board Services may make exceptions to the above provisions within the limits set by the Remuneration Authority.

4 Health, Safety and Well-being

4.1 Elected members have access to the following services which are important to their health, safety and well-being.

Flu vaccinations

4.2 Elected members are entitled to the flu vaccination employee benefit as set out by the Remuneration Authority. Elected members can book this service through the intranet when it is made available to staff every autumn.

Ergonomic assessments

4.3 An elected member experiencing discomfort, pain, or injury in the workplace, may arrange an ergonomic assessment through their support staff.

Personal support

4.4 The Employee Assistance Programme (EAP) is a confidential counselling and advice service that can provide short-term support for personal or work-related issues that are impacting a member and their work life.

4.5 Manawa Rahi is a conflict resolution service which focuses on resolving an issue by equipping the member to make decisions.

4.6 The well-being portal, Re:NEW, is a centralised location help members achieve goals, whether it be fitness, healthy eating or building great relationships.

5 Travel rules and processes

Booking travel

5.1 All business-related bookings are arranged via Democracy Services or Local Board Services support staff.

5.2 Travel should be booked as far as practical in advance of the actual travel date to enable best price to be obtained.

Mixing business and private travel

5.3 The council will pay for the Mayor’s partner to accompany the Mayor when his/her partner is also taking part in council business.

5.4 The council will not pay for any other elected member’s partner or family member to accompany them on council-related travel.

5.5 Democracy Services and Local Board Services support staff can arrange bookings
for family members of an elected member if they are travelling together provided a personal credit card is given for payment at the time of booking.

5.6 Elected members can have a stop-over or undertake private travel before, during or at the end of travel paid for by the council provided there is no additional cost to the council. They can also vary their route for private travel at their own expense. They must pay the cost of any private travel before travel is undertaken.

5.7 If the duration of the business trip extends over a weekend, elected members may return home for the weekend, provided the cost of doing so is less than the cost of staying.

6 Land and sea transport

6.1 In accordance with the Remuneration Authority determination the Mayor can be provided with a vehicle for business and private use.

Parking at home office

6.2 Parking is provided at no cost to elected members at their main place of work: for Governing Body members at the Te Wharau o Tamaki / Auckland House 135 Albert Street, for Local Board members at their Local Board office.

Travel around Auckland

6.3 Auckland Council promotes public transport and cycling as the preferred ways of moving around Auckland. Elected members are expected to use public transport in the first instance, but may also use their private car or council vehicles when on council business.

6.4 For public transport, including ferry, elected members are encouraged to use a HOP card, then print their account statement from the HOP card website and highlight any transaction for which they are seeking reimbursement.

6.5 Road tolls and parking fees incurred when on council business will be reimbursed.

6.6 If elected members use their private car, mileage allowances will be reimbursed according to the rules set out in the Remuneration Authority Determination, at the maximum rate. To satisfy the Inland Revenue Department’s requirements, mileage payments are subject to deduction of tax at the appropriate rate.

6.7 Elected members’ use of private vehicles on council business is not covered by the council’s insurance.

6.8 For the avoidance of doubt an elected member is not required to be a member of a committee or sub-committee to claim mileage for attendance.

6.9 Mileage expenses for elected members conducting District Licensing Committee business are subject to the rules for District Licensing Committee members set up by central government.

Taxis and rental cars

6.10 Taxis are not the preferred mode of transport around Auckland due to cost. However, a taxi or a car sharing, or pooling scheme can be used for safety/security reasons or if other means of travel are more costly, impractical or an inefficient use of time. Elected members who choose to use a taxi or a car sharing, or pooling scheme must pay for the fare and claim the cost, detailing the reason for use.
6.11 A rental or private car can be used by elected members for work-related travel outside the Auckland region if other means of travel are more costly, impractical or an inefficient use of time. The class of the car should be the most economical considering the requirements of the trip (e.g., length of journey, number of passengers).

6.12 Rental cars hired for council business are not to be used for personal travel.

6.13 The council's insurance policy provides insurance for the use of rental cars anywhere within New Zealand. It is not necessary to purchase further insurance from the rental agency.

6.14 Rental cars must be refilled with fuel before returning them to avoid the high refuelling charges of hire companies.

7 Air travel

7.1 Elected members can fly with any airline provided the flight booked is at best value for the council and scheduled to best meet the business needs of the elected member. Flight choice will not be influenced by the elected members' own airline loyalty memberships.

7.2 All travel is economy class. An elected member can upgrade to business class in instances when he/she will fly more than six hours continuously and will be engaged in council business within 24 hours of arrival. If upgraded, the elected member must not convert the whole, or part of, the ticket into cash or any other benefit and travel on a cheaper ticket class.

7.3 The council will pay one airline club membership for the Mayor and Deputy Mayor given their frequent travel needs. The council will not pay for any other airline frequent flyer or club membership.

8 Accommodation

8.1 Auckland Council can procure preferential public sector rates at many New Zealand and Australian hotels. These rates are significantly lower than standard rates offered to business customers and are often lower than rates offered through conference organisers. For this reason, all accommodation, including that for conferences must be booked through Democracy Services and Local Board Services support staff.

8.2 Accommodation reserved should be of the standard business range. Staff will advise about options.

8.3 Elected members' responsibilities include:
- checking the accuracy of the accommodation account when checking out
- signing the account to indicate it is correct
- retaining a copy of the accommodation account for reconciliation purposes

8.4 When travelling on council business an elected member may stay in private accommodation. When this occurs, the elected member can be paid an allowance of NZ$60 per night to cover accommodation, breakfast and dinner expenses. This allowance is intended to be paid to the accommodation provider to cover at least a portion of the costs he/she may incur.

8.5 Elected members sometimes attend evening events as official representatives of
Auckland Council. If the event will conclude after 10.30pm and travel back to the elected member’s residence is impractical, the council will reimburse the cost of overnight accommodation at a standard business range hotel or motel.

8.6 Whenever practical the elected member should obtain prior written approval.

9 Travel expenses

Travel expenses reimbursed

9.1 The business-related travel expenses outlined in the table below will be reimbursed by Auckland Council when an elected member is away from his/her home for one night or more.

9.2 Expenses are only payable for days the member is on official business, including a weekend if official business requires this.

9.3 For overseas travel, reimbursable expenses are subject to the daily expense guideline rates for the country of travel. Guideline rates are published on the council intranet. The council uses the guideline rates of Ministry of Foreign Affairs and Trade.

<table>
<thead>
<tr>
<th>Expense</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meals</td>
<td>• On the basis of actual and moderate expenditure, or according to the daily rates for international travel</td>
</tr>
<tr>
<td></td>
<td>Meal expenses cannot be claimed if:</td>
</tr>
<tr>
<td></td>
<td>• a complimentary meal is provided by an airline</td>
</tr>
<tr>
<td></td>
<td>• a meal is prepaid through an accommodation package (e.g. hotel breakfast)</td>
</tr>
<tr>
<td></td>
<td>• the cost of the meal is included in the cost of a seminar or conference</td>
</tr>
<tr>
<td></td>
<td>• Elected members are entertained by their hosts</td>
</tr>
<tr>
<td>Entertainment</td>
<td>• Before travel, any anticipated entertainment events must be specified on the travel booking form and must at all times, be directly related to council business – see section 11</td>
</tr>
<tr>
<td>Alcohol</td>
<td>• The council will not pay for any alcohol, except for the approved entertainment of third parties – see paragraph 11.9. However, such expenditure is regarded as sensitive expenditure and accordingly should be at a moderately-priced level to avoid any perception of lavishness</td>
</tr>
<tr>
<td>Car parking</td>
<td>• Airport parking if it is more economical for the elected member to leave his/her car at the airport rather than take a taxi or using car sharing and pooling schemes</td>
</tr>
<tr>
<td>International driver's licence fee</td>
<td>• If a rental car is used as part of the trip</td>
</tr>
</tbody>
</table>
Elected members’ expense policy

### Telephone and data expenses
- Short calls home from overseas
- Prudent data usage to access emails and the internet overseas
- Calling from overseas can be expensive from hotels or roaming cell phones and should be kept to a minimum. Democracy Services Business Hub staff will advise on the most cost-effective way to call home, which may include a calling card

### Laundry
- Actual and required laundry expenses
  - for trips in excess of three days
  - if an accident necessitates it

### Tips (gratuities) – International travel
In some countries tipping airport baggage handlers, taxi drivers, hotel porters and waiters/waitresses is expected. The council will reimburse moderate tips only where tipping is local custom. It is accepted that the elected member will not have receipts for these, but a record should be kept to accompany any claim

### Visa and vaccination fees
- If needed for travel to some international countries

**Travel expenses not reimbursed**

9.4 The council will not reimburse any of the expenses listed in the table below.

<table>
<thead>
<tr>
<th>Expense</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mini bars</td>
<td>• Any alcohol items consumed from mini bars</td>
</tr>
<tr>
<td>Movies</td>
<td>• Any in-room movies</td>
</tr>
<tr>
<td>Traffic infringements</td>
<td>• Any speeding fines and any other traffic infringement notices incurred while on council business</td>
</tr>
<tr>
<td>Passport application fees</td>
<td>• Elected members are responsible for obtaining or renewing their passport and ensuring that it will not expire within six months following the return date of travel</td>
</tr>
</tbody>
</table>

**Other international travel expenses**

9.5 Elected members undertaking international travel should use their personal credit card and submit an expense claim on their return. However, in countries where credit cards are not widely accepted, and cash is needed for incidental expenses (e.g. taxi fares), foreign exchange (cash advances) can be issued. Support staff from Democracy Services and Local Board Services will coordinate these requests on the elected member’s behalf.

9.6 Cash advances are kept as low as possible to ensure compliance with Auckland Council’s cash handling procedures, which aim to minimise risks of theft and loss. In any event the maximum cash advance cannot exceed the expected total cost of daily meals and incidentals.

9.7 On return all cash advances and foreign exchange must be reconciled within 10 working days. The reconciliation, together with all receipts and unspent cash, should be returned to Democracy Services or Local Board Services support staff.
Upgrades

9.8 If an elected member accepts airline, accommodation or any other upgrades while travelling on council business, he/she must declare them in accordance with the Elected Members’ Code of Conduct.

10 Travel insurance

Coverage

10.1 The council’s travel insurance policy covers all travel in New Zealand and overseas. It covers an elected member who travels to represent the council for periods not exceeding three months and performs ‘low risk’ work activities such as marketing and representation functions. The insurance also covers the Mayor’s partner if he or she is approved to travel with the Mayor – see paragraph 4.3. Partners accompanying the elected member in a private capacity are not covered.

10.2 The primary travel purpose must be council business. The travel insurance extends to provide cover for normal tourist and holiday activities that form part of or are added to the business trip, provided the council business-related portion of the travel is substantially larger than the portion allocated to personal or holiday activities.

10.3 The travel insurance certificate details the types of cover provided and the monetary limits of the cover. Auckland Council’s travel coordinator, upon request, can provide detailed information on any aspect of the insurance cover. There is no cover under this travel insurance for any loss or event or liability which is covered under any other insurance policy, Act of Parliament or reciprocal health agreement between governments.

10.4 The council’s insurance policy provides cover for the use of rental cars both in New Zealand and overseas.

Provisions for pre-existing medical conditions

10.5 The travel insurance may not provide cover for medical expenses incurred for the treatment of an injury or sickness the traveller is suffering prior to the departure date of travel. Should elected members suffer from a serious condition or be aware of a pre-existing injury or sickness that may necessitate treatment whilst overseas, specific arrangements must be made with the insurer to confirm whether or not cover for treatment will be provided.

Claims procedure

10.6 If an event gives rise to a claim, the traveller must immediately follow these steps:

- Do as much as they can to prevent any further loss or expense.
- If the traveller is to be hospitalised, evacuated or repatriated, or has lost their luggage or money, they must contact the “Overseas Emergency Assistance” number provided on their itinerary, advising they are on Auckland Council business.
- As soon as possible after suffering injury or sickness, obtain and follow proper medical advice from a legally qualified medical practitioner.
- Lodge a claim with the insurance company providing all medical certificates, accounts, receipts and information required by the insurance company to support the claim (original documents must be produced).
- Forward a written claim against any person, party, hotel or transporter who
Elected members’ expense policy

may be legally liable for the loss, injury or sickness.

- Provide full particulars of any claim made against the traveller or Auckland Council by any other person and all legal documents served on the traveller or the council.

11 Professional development programmes and conferences

11.1 Auckland Council recognises the need for elected members to broaden their knowledge and experience through specialised development programmes. Any professional development activity paid for by Auckland Council must be relevant to council business. It can include conferences, internal and external courses or workshops. Because related travel and expenditure such as accommodation and meals are classified as sensitive expenditure, the policy aims to balance elected members’ development needs with prudent use of ratepayer funds and to provide transparency and confidence to the public through publication of expenses.

11.2 Auckland Council has a professional development programme, Kura Kāwana for its elected members, for which the budget is set annually. The purpose of this programme is to support elected members in the delivery of their governance role. Bookings to attend the activities included in this programme can be arranged via Democracy Services and Local Boards Services support staff without the need for additional approval.

11.3 If an elected member wants to undertake domestic professional development activities outside the council professional development programme for elected members, he/she must complete the Kura Kāwana external training approval form and submit to the Governance Support Manager (if you are a governing body member) or your Relationship Manager (if you are a local board member). Your request will be processed and forwarded onto the General Manager Democracy Services or General Manager Local Board Services for approval. The request must detail the business benefit, cost and location of the activities, and confirm that the activities comply with the policy principles outlined in section 2.

11.4 Once approved, Democracy Services and Local Board Services support staff will organise the necessary registrations, bookings and payments.

11.5 If the professional development activity requires international travel a business case must be prepared and approved as outlined in paragraph 12.5.

12 Catering, hospitality and entertainment

Principles

12.1 These rules cover expenditure incurred by all elected members on council business while entertaining members of the public, official visitors to Auckland Council, attendance at conferences, workshops, meetings and functions. Entertainment and hospitality can cover a range of items including, but not limited to, tea, coffee, biscuits, catering such as meals and alcohol, and gifts.

12.2 Any expenses claimed for alcohol when entertaining must be moderate and conservative in terms of quantity and price and satisfy the principles set out in paragraph 2.3.

12.3 There may be occasions where the proposed expenditure is not specifically covered by these rules. If this situation arises, elected members must discuss the proposed expenditure with either the General Manager Democracy Services, the General Manager Local Board Services, the Governance Director or the Chief Executive,
and obtain written approval prior to entering into any arrangement or incurring expenditure.

Catering

12.4 If there is a justifiable business purpose, catering may be provided for a meeting or event. Catering includes tea and coffee for morning and afternoon tea and meals if the event or meeting must take place over usual mealtimes.

12.5 The catering guide applies when catering is required for a meeting or event. The policy specifies that all catering within any council premise must be provided by Auckland Council Catering Services, unless it is not practical for them to do so.

12.6 Elected members are welcome to use the council cafes at their personal cost. Catering may be provided in these venues from time to time to support formal meetings and events.

Civic receptions/functions and official delegations

12.7 To minimise costs, it is likely most civic events and hosting of official delegations will be held at council premises. Use of the council’s committee and meeting rooms for such events are subject to the approval of either the General Manager Democracy Services, General Manager Local Board Services, Governance Director or Chief Executive.

12.8 Relevant staff will make the arrangements in accordance with these rules on behalf of elected members.

12.9 Serving alcohol may be permissible at some council events. The expenditure on alcohol must be approved by the General Manager Democracy Services or General Manager Local Board Services, after they are satisfied that:

- the costs relating to alcohol are moderate and conservative
- the ratio of alcohol to food is sensible
- the event meets the requirements of the Sale and Supply of Alcohol Act 2012
- the purpose of serving refreshments at the event is to extend hospitality

12.10 Only the Catering Manager has the authority to purchase alcohol. Alcohol will be supplied at functions and events in accordance with the provisions of the Sale and Supply of Alcohol Act 2012.

Hosting official visitors

12.11 Elected members may occasionally host official visitors. In most circumstances this will be managed via the International Relations or Civic Events teams.

12.12 If an elected member is required to host a guest at a dinner or purchase a gift in recognition of an event, this expenditure can be claimed back and reimbursed provided prior approval has been obtained. For Councillors prior approval is to be obtained from the General Manager Democracy Services. For Local Board Members prior approval is to be obtained from the General Manager Local Board Services or the relevant Relationship Manager.

Flowers and gifts

12.13 Generally, council will not contribute to flowers, gifts, gift vouchers or cards for birthdays, weddings, bereavements, births and farewells. The Mayor, Deputy Mayor, Chief Executive, Governance Director, General Manager Democracy
Elected members’ expense policy

Services or General Manager Local Board Services may give prior approval for an elected member’s contribution in specific circumstances.

12.14 When approved, the gifts and expenditure should be moderate and conservative. Whenever possible, the purchase of gifts should reflect sustainable procurement.

13 Approval process

Approval for local and domestic travel including expense claims

13.1 A business case is not required for routine local and domestic travel (including mileage and expenses) undertaken for council business. Travel is booked as described under section 4.

13.2 Pre-approval may be given for a schedule of travel arrangements on an annual basis. An example is a commitment to attend scheduled Local Government New Zealand meetings in Wellington due to the member’s appointment to the National Council.

13.3 The list of authorised approvers for local and domestic travel and expense claims is as follows:

<table>
<thead>
<tr>
<th>Elected member</th>
<th>Approver</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayor</td>
<td>The Chair of Audit and Risk Committee</td>
</tr>
<tr>
<td>Deputy Mayor</td>
<td>The Chair of Audit and Risk Committee</td>
</tr>
<tr>
<td>Councillors</td>
<td>The Governance Director or the General Manager Democracy Services</td>
</tr>
<tr>
<td>Local Board Members</td>
<td>The Governance Director or the General Manager Local Board Services</td>
</tr>
</tbody>
</table>

13.4 The relevant staff from the Mayor’s Office, Democracy Services or Local Board Services will check the documentation for completeness and adherence to the policy and then forward it to the relevant approver for sign-off.

Approval for international travel

13.5 Activities involving international travel require a business case. Staff can prepare the business case on behalf of the elected member. The business case must outline:

- the purpose of the trip
- who wishes to attend
- why the elected member is an appropriate attendee
- expected benefits
- demonstrated prudent use of ratepayer’s money
- itinerary
- all anticipated costs
- which budgets will meet the costs
- how the outcomes of the trip should be reported back on return (for instance a written summary or a presentation at a political meeting)
13.6 The list of authorised approvers for international travel is as follows:

<table>
<thead>
<tr>
<th>Elected member</th>
<th>Approver</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayor</td>
<td>• The Chair of Audit and Risk Committee and the Chief Executive</td>
</tr>
<tr>
<td>Deputy Mayor</td>
<td>• The Chair of Audit and Risk Committee and the Chief Executive</td>
</tr>
<tr>
<td>Councillors</td>
<td>• The Mayor or Deputy Mayor or the Chair of a Committee of the Whole</td>
</tr>
<tr>
<td></td>
<td>• and the Chief Executive or Governance Director</td>
</tr>
<tr>
<td>Local board members</td>
<td>If the travel is financed from the local board’s budget:</td>
</tr>
<tr>
<td></td>
<td>• The whole local board, by way of a public report and resolution</td>
</tr>
<tr>
<td></td>
<td>• and the Chief Executive or Governance Director</td>
</tr>
<tr>
<td></td>
<td>If the travel is financed by Local Board Services or from another central budget:</td>
</tr>
<tr>
<td></td>
<td>• The Mayor or Deputy Mayor or the Chair of a Committee of the Whole</td>
</tr>
<tr>
<td></td>
<td>• and the Chief Executive or Governance Director</td>
</tr>
</tbody>
</table>

**Approval of expense claims post international travel**

13.7 If expenses are in line with current policy and the approved business case, the list of authorised approvers is as follows:

<table>
<thead>
<tr>
<th>Elected member</th>
<th>Approver</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayor and Deputy Mayor</td>
<td>• The Chief Executive or Governance Director</td>
</tr>
<tr>
<td>Councillors</td>
<td>• The Governance Director or the General Manager Democracy Services</td>
</tr>
<tr>
<td>Local board members</td>
<td>• The Governance Director or the General Manager Local Board Services</td>
</tr>
</tbody>
</table>

13.8 If expenses are outside of these parameters, they need to be approved by the business case approvers - see paragraph 12.6.

**Claiming expenses**

13.9 All reimbursements to elected members are made via the payroll system. To be reimbursed, elected members must submit their expense claims monthly. Before the end of each financial year Democracy Services will inform all elected members of the cut-off date to submit claims for that financial year.

13.10 For financial reporting and transparency purposes claims need to be accounted for within the financial year that they are incurred, which ends on 30 June. The cut-off date for submitting claims at year end will be early July so that elected members can claim all
Elected members' expense policy

expenses to 30 June of that financial year.

13.11 On election years, at the end of the electoral term, Democracy Services will inform all elected members of the final cut-off date by which expense claims must be submitted.

13.12 Democracy Services will not accept claims after the cut-off date. If elected members miss the cut-off date they can claim relevant expenses through their tax returns.

14 Breach of expense and reimbursement rules

14.1 If an elected member breaches this policy, he/she must reimburse the council for any costs the council may have wrongfully incurred.

14.2 A breach of the policy may lead to an investigation pursuant to the Elected Members' Code of Conduct.
## Resolutions of local boards on the draft submission to the Remuneration Authority’s proposal for a childcare allowance

<table>
<thead>
<tr>
<th>Board</th>
<th>Resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Albert-Eden Local Board</td>
<td>That the Albert-Eden Local Board:</td>
</tr>
<tr>
<td></td>
<td>a) endorse and support the draft Auckland Council submission on the Remuneration Authority’s proposed policy on childcare allowances.</td>
</tr>
<tr>
<td>Devonport-Takapuna Local Board</td>
<td>That the Devonport-Takapuna Local Board:</td>
</tr>
<tr>
<td></td>
<td>a) endorses the draft Auckland Council submission on the Remuneration Authority’s proposed policy on childcare allowances.</td>
</tr>
<tr>
<td></td>
<td>b) applauds the Young Elected Members Network for their leadership in developing this policy in supporting parents within Local Government New Zealand.</td>
</tr>
<tr>
<td>Franklin Local Board</td>
<td>That the Franklin Local Board</td>
</tr>
<tr>
<td></td>
<td>a) endorse Auckland Council’s draft submission on the Remuneration Authority’s proposed policy on childcare allowances for elected members of local government.</td>
</tr>
<tr>
<td>Great Barrier Local Board</td>
<td>That the Aotea Great Barrier Local Board:</td>
</tr>
<tr>
<td></td>
<td>a) endorse the draft submission on the Remuneration Authority’s proposed policy on childcare allowances noting the need to broaden the scope for Great Barrier Island as there is no existing registered child care provider nor child care facilities on the island.</td>
</tr>
<tr>
<td>Henderson-Massey Local Board</td>
<td>That the Henderson-Massey Local Board:</td>
</tr>
<tr>
<td></td>
<td>a) endorse the draft submission on the Remuneration Authority’s proposed policy on childcare allowances.</td>
</tr>
<tr>
<td>Hibiscus and Bays Local Board</td>
<td>That the Hibiscus and Bays Local Board:</td>
</tr>
<tr>
<td></td>
<td>a) endorse the draft submission on the Remuneration Authority’s proposed policy on childcare allowances.</td>
</tr>
<tr>
<td>Howick Local Board</td>
<td>That the Howick Local Board:</td>
</tr>
<tr>
<td></td>
<td>a) endorse the draft submission on the Remuneration Authority’s proposed policy on childcare allowances.</td>
</tr>
<tr>
<td>Kaipatiki Local Board</td>
<td>That the Kaipatiki Local Board:</td>
</tr>
<tr>
<td></td>
<td>a) endorse the draft Auckland Council submission on the Remuneration Authority’s proposed policy on childcare allowances.</td>
</tr>
<tr>
<td>Manurewa Local Board</td>
<td>That the Manurewa Local Board:</td>
</tr>
<tr>
<td></td>
<td>a) receive the draft submission on the Remuneration Authority’s proposed policy on childcare allowances.</td>
</tr>
<tr>
<td>Māngere-Ōtāhuhu Local Board</td>
<td>That the Māngere-Ōtāhuhu Local Board:</td>
</tr>
<tr>
<td></td>
<td>a) endorse the draft submission on the Remuneration Authority’s proposed policy on childcare allowances.</td>
</tr>
<tr>
<td>Local Board</td>
<td>Resolution</td>
</tr>
<tr>
<td>---------------------------------</td>
<td>-----------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Maungakiekie-Tāmaki Local Board</td>
<td>a) endorse the draft submission on the Remuneration Authority’s proposed policy on childcare allowances.</td>
</tr>
<tr>
<td>Ōrākei Local Board</td>
<td>That the Ōrākei Local Board note the draft submission on the Remuneration Authority’s proposed policy on childcare allowances.</td>
</tr>
<tr>
<td>Ōtara-Papatoetoe Local Board</td>
<td>That the Ōtara-Papatoetoe Local Board:</td>
</tr>
<tr>
<td></td>
<td>a) endorse the draft submission on the Remuneration Authority’s proposed policy on childcare allowances.</td>
</tr>
<tr>
<td>Papakura Local Board</td>
<td>That the Papakura Local Board:</td>
</tr>
<tr>
<td></td>
<td>a) receive the draft submission on the Remuneration Authority’s proposed policy on childcare allowances.</td>
</tr>
<tr>
<td>Pukatāpapa Local Board</td>
<td>That the Pukatāpapa Local Board:</td>
</tr>
<tr>
<td></td>
<td>a) endorse the draft submission on the Remuneration Authority’s proposed policy on allowances.</td>
</tr>
<tr>
<td></td>
<td>b) request the Remuneration Authority to develop a policy on paid parental leave for elected members</td>
</tr>
<tr>
<td></td>
<td>c) seek a legislative change to the Citizens Regulations Act 2002 to also enable deputy chairs to take the oath of allegiance/affirmation at Citizenship Ceremonies.</td>
</tr>
<tr>
<td>Rodney Local Board</td>
<td>That the Rodney Local Board:</td>
</tr>
<tr>
<td></td>
<td>a) do not endorse the draft submission on the Remuneration Authority’s proposed policy on childcare allowances, and provide the following feedback to the Remuneration Authority:</td>
</tr>
<tr>
<td></td>
<td>i) The elected members fee is an honorarium, not a salary, and elected members are expected to meet their own costs while serving on a local board</td>
</tr>
<tr>
<td></td>
<td>ii) The elected member honorarium does not include provision for any leave entitlements or other benefits, save for mileage travel expenses which are universally claimable in the course of business, so singling out childcare allowances is arbitrary and not in keeping with an honorarium</td>
</tr>
<tr>
<td></td>
<td>iii) Standing for local government is a community service, not a career path, and all elected members incur hardship of one sort or another; a better focus would be amending the current policies which negatively impact elected members in rural areas who travel vast distances but have a capped sum on the amount of mileage that can be claimed annually</td>
</tr>
<tr>
<td></td>
<td>iv) if the Remuneration Authority considers that additional benefits should be payable to elected members to encourage more people to stand for election they would be better off increasing the honorarium for all, not allowances for some</td>
</tr>
<tr>
<td></td>
<td>v) There are other methods available to elected members who wish to recover childcare costs, including tax deductions or other mechanisms through IRD which will not unfairly burden the Auckland ratepayer like the Remuneration Authority proposal will</td>
</tr>
</tbody>
</table>

Elected Members Expense Policy 2019

Page 88
<table>
<thead>
<tr>
<th>Local Board</th>
<th>Resolution</th>
</tr>
</thead>
</table>
| Upper Harbour Local Board       | That the Upper Harbour Local Board:  
|                                 | a) receive the draft Auckland Council submission and report on the Remuneration Authority’s proposed policy on childcare allowances. |
| Waitehe Local Board             | That the Waitehe Local Board:  
|                                 | a) supports the proposed policy on childcare allowances and provides the following feedback:  
|                                 | • the provision of the allowance may encourage greater diversity in those standing for election in Auckland. Currently the remuneration provided is not adequate to cover childcare costs for council work time required.  
|                                 | • the policy cap of $6,000 would be a cost to Auckland Council of $60,000, based on approximately 6 per cent of elected members being 40 years of age or below. However, it is noted that currently young candidates are predominantly under 25 and tend not to have children, and there are fewer aged between 25-50, possibly due to the need for childcare.  
|                                 | • the wording should indicate more clearly that the payment is for childcare costs that are necessary for the member to undertake council duties.  
|                                 | • the following conditions are commented on:  
|                                 | (i) the subsidy should pay a living wage if that that is what is being paid but should not be greater than the actual expense.  
|                                 | (ii) childcare should be based on the hours required per day for council business, rather than an 8-hour limit in any 24-hour period. Business meetings together with workshops on the same day can be more than 8 hours per day.  
|                                 | • the following conditions are supported:  
|                                 | (iii) the child is under 14 years  
|                                 | • the purpose should more clearly reflect that the expense is a necessary expense for the member to attend council duties.  
|                                 | • the subsidy should be linked to the work expectation of the role. If the expectation of a board member is 20-25 hours/week, that is what should be subsidised.  
|                                 | • It is easier to subsidise a fixed amount of time in a childcare facility, than to pay someone on an hourly rate for childcare. Paying only for meeting hours is probably counter-productive. |
| Waitakere Ranges Local Board    | That the Waitakere Ranges Local Board:  
|                                 | a) delegate to Deputy Chairperson S Toms and member S Coney to prepare the draft submission on the Remuneration Authority’s proposed policy on childcare allowances. |
| Waitamata Local Board           | That the Waitamata Local Board:  
|                                 | a) endorse the draft submission on the Remuneration Authority’s proposed policy on childcare allowances subject to an amendment that the local board supports reimbursement of the actual childcare payment up to a maximum of the hourly living wage with the $6,000 annual limit increased proportionately. |
| Whau Local Board                | That the Whau Local Board:  
|                                 | a) endorse the draft submission on the Remuneration Authority’s proposed policy on childcare allowances. |
Urgent decision-making process

File No.: CP2019/19041

Te take mō te pūrongo
Purpose of the report
1. To seek the Aotea / Great Barrier 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 chair and deputy chair, or any person acting in these roles.

Ngā tūtohunga
Recommendations
That the Aotea / Great Barrier Local Board:
a) adopt the urgent decision-making process for matters that require a decision where it is not practical to call the full board together and meet the requirements of a quorum.
b) delegate authority to the chair and deputy chair, or any person acting in these roles, to make urgent decisions on behalf of the local board.
c) agree that the relationship manager, chair and deputy chair (or any person/s acting in these roles) will authorise the urgent decision-making process by signing off an authorisation memo.
d) 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 chair and deputy chair, 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 chair and deputy chair, 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 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 chair and deputy chair (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 chair and deputy chair 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.
Tauākī 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 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 Board Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Louise Mason - General Manager, Local Board Services</td>
</tr>
<tr>
<td></td>
<td>Helgard Wagener - Relationship Manager – Aotea / Great Barrier and Waiheke</td>
</tr>
</tbody>
</table>
Funding for connectivity improvements on Aotea / Great Barrier

File No.: CP2019/19918

Te take mō te pūrongo
Purpose of the report

1. To approve the allocation of $4,000 to investigate and advocate for improvements to telecommunications infrastructure on Aotea / Great Barrier Island.

Whakarāpopototanga matua
Executive summary

2. There are significant ‘black spots’ in phone/ internet connectivity across Aotea / Great Barrier Island, which affects day-to-day life for island residents and businesses.

3. In 2017, the local board commissioned Wollemi Consulting to produce a stocktake report into the current state of information, communication and technology on Aotea / Great Barrier Island, and identify potential solutions.

4. Staff recommend that the local board allocate $4,000 to Wollemi Consulting to continue with work towards improving connectivity infrastructure on Aotea / Great Barrier Island, including advocating to central government agencies.

5. Between November 2019 and June 2020, Wollemi Consulting will work with the strategic broker to develop advocacy letters from the local board to central government and scope potential investment opportunities.

6. In addition, the Rural Connectivity Group has advised the local board of plans for a new cellular tower on Aotea / Great Barrier Island and has requested input from the local board to determine its location. The addition of external expertise in this field from Wollemi Consulting will provide valuable support and specialist insight to this work.

Te tūtohunga
Recommendation

That the Aotea / Great Barrier Local Board:

a) allocate $4,000 from the community response fund to Wollemi Consulting to investigate and advocate for improvements to telecommunications infrastructure and determine the site for the new cellular tower on Aotea / Great Barrier Island.

Horopaki
Context

7. There are significant ‘black spots’ in phone and internet connectivity across Aotea / Great Barrier Island.

8. In 2017/2018, the local board allocated $15,000 for a report into the current state of information, communication and technology on Aotea / Great Barrier Island, including recommendations (GBI/2017/141).

9. The Aotea Great Barrier Island Connectivity Study (the study) was completed over the period of 15 May – 30 July 2018 by Wollemi Consulting Ltd.
10. The study concluded that connectivity is constraining local businesses, impacting the day to day lives of island residents and hampering the experience of visitors.

11. The study was presented at the October 2018 business meeting, and the local board agreed to progress the project to the next phase with an expression of interest to the Provincial Growth Fund for $50,000 for a feasibility study into solutions to Aotea / Great Barrier Island’s connectivity issues (GBI/2018/1).

12. The application was declined by the Provincial Growth Fund and since that time no substantive work has been carried out on connectivity issues.

13. At a workshop in August 2019, the government’s Rural Connectivity Group discussed plans for a new cellular tower and improving overall communications infrastructure on Aotea / Great Barrier Island, including connections to the mainland.

14. The Rural Connectivity Group has advised Crown Infrastructure Partners that there are issues on Aotea / Great Barrier Island with the existing network capacity and speed of broadband, and limitations in the links with the mainland.

Tātaritanga me ngā tohutohu
Analysis and advice

15. The Rural Connectivity Group must determine the site for the new cellular tower and has requested feedback from the local board.

16. To do this, the local board can seek external specialist advice on the best potential sites for the cellular tower, along with advice on how best to address the need for other fundamental infrastructure improvements for Aotea / Great Barrier Island.

17. The local board can also use the assistance of the external specialist to advocate for those changes at a central government level.

18. Ongoing work in the area of connectivity has the potential to significantly improve connectivity in the North, with Katherine Bay being one of several possible locations for the new Rural Connectivity Group-funded cell tower.

19. Staff recommend that the local board allocate $4,000 to contract Wollemi Consulting to support this work. The company is familiar with connectivity issues in the local board area and with the managing director being a part-time island resident, is familiar with the community. Wollemi has also previously worked with the Rural Connectivity Group and Crown Infrastructure Partners, and has direct links to people in government, whose support the local board will be seeking.

20. Whilst advocating to central government is within the remit of a local board, connectivity and technology issues such as rural broadband, are not part of council’s portfolio of work. Therefore, the addition of external expertise in this field will provide valuable support and specialist insight to the local board’s advocacy for improvements to telecommunications infrastructure on Aotea / Great Barrier Island.

21. Between November 2019 and June 2020, Wollemi Consulting will work with the strategic broker to draft letters from the local board to Crown Infrastructure Partners and the Minister of Communications, seeking improved investment in information technology on Aotea / Great Barrier Island. The company will work directly with people within the Rural Connectivity Group and Crown Infrastructure Partners to scope and advocate for potential investment and will regularly report back to the local board.

Tauūkī whakaaweawe āhuarangi
Climate impact statement

22. Improving connectivity on Aotea / Great Barrier Island has the potential to significantly reduce greenhouse gases, because it will allow people to remain on island for work and use Skype and other online platforms for meetings instead of flying to and from the mainland. It
is estimated that one return flight from Auckland to Aotea / Great Barrier Island produces 45 kg CO2 equivalent. Some of this could be averted with proper internet speeds and services.

23. Over time climate change is expected to result in more extreme weather. Having good phone and internet connections is crucial during civil emergencies or natural disasters.

Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera
Council group impacts and views
24. There are no identified council group impacts associated with this report.

Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe
Local impacts and local board views
25. This work aligns with the following 2017 Local Board Plan outcomes:
   • Our infrastructure is future-proofed
   • Our economy is sustainable and prosperous.

Tauākī whakaaweawe Māori
Māori impact statement
26. There is currently no mobile coverage at all in communities such as Motairehe/ Kawa in the north of Aotea / Great Barrier Island. The Aotea / Great Barrier Island Connectivity Study looked specifically at the lack of coverage and connectivity at Aotea / Great Barrier Island’s two marae – Kawa and Motairehe - and recommended that measures be taken to address this.

Ngā ritenga ā-pūtea
Financial implications
27. It is recommended that the local board allocate $4,000 from the community response fund to Wollemi Consulting to investigate and advocate for improvements to telecommunications infrastructure.
28. There is $9,600 remaining in the community response fund. Allocating $4,000 would reduce this fund down to $5,600.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations
29. There is an identified risk that central government’s Rural Connectivity Group and Crown Infrastructure Partners will decline to action the local board’s advocacy for improved connectivity infrastructure on Aotea / Great Barrier Island. To mitigate this risk, the local board can allocate budget to work with an industry expert to provide a robust business case.

Ngā korlnga ā-muri
Next steps
30. The strategic broker will work with Wollemi Consulting to progress this work and will report to the local board when a response from central government is received.
31. Wollemi Consulting will also work with the board and Rural Connectivity Group to determine the best site for the proposed additional cell tower on Aotea / Great Barrier Island.
Ngā āpirihanga
Attachments
There are no attachments for this report.

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Kathy Cumming – Strategic Broker, Arts, Community and Events</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Graham Bodman - General Manager, Arts, Community and Events</td>
</tr>
<tr>
<td></td>
<td>Helgard Wagener - Relationship Manager – Aotea / Great Barrier and Waiheke</td>
</tr>
</tbody>
</table>
Annual Budget 2020/2021 consultation

File No.: CP2019/19571

Te take mō te pūrongo
Purpose of the report
1. To approve local content and supporting information for consultation as part of the Annual Budget 2020/2021 process, along with a local engagement event.

Whakarāpopototanga matua
Executive summary
2. For each financial year, Auckland Council must have a local board agreement that is agreed for each local board area, between the Governing Body and the local board.
3. Annual Budget 2020/2021 consultation will take place from 21 February to 22 March 2020. Consultation on the proposed content of each local board agreement which sets out the priorities for the next financial year must be included as part of that consultation.
4. This report seeks approval from local boards on the local content and supporting information for consultation. It also seeks approval of the Have Your Say event that will be held in their local board area during the consultation period, to give Aucklanders an opportunity to provide face-to-face feedback.
5. The Governing Body and local boards will approve regional and local items respectively for consultation by 13 December 2019. The regional and local consultation items will then be incorporated into the Annual Budget consultation document and supporting information, which will be adopted by the Governing Body on 12 February 2020.

Ngā tūtohunga
Recommendations
That the Aotea / Great Barrier Local Board:

a) approve Attachment A local content for consultation and Attachment B local supporting information for consultation.

b) delegate authority to the local board chairperson to approve any final changes required to the local content and supporting information for the Aotea / Great Barrier Local Board for the Annual Budget 2020/2021 consultation, including online consultation content.

c) approve the following Have Your Say event in the local board area during the Annual Budget 2020/2021 consultation period:
   i) [insert type of event, day, time and location].

d) delegate authority to the local board chairperson to approve any final changes required to the Have Your Say event.

e) delegate to the following elected members and staff the power and responsibility to hear from the public through ‘spoken (or New Zealand sign language) interaction’ in relation to the local board agreement at the council’s public engagement events, during the consultation period for the Annual Budget 2020/2021:
   i) local board members and chairperson
   ii) General Manager Local Board Services, Local Board Relationship Manager, Local Board Senior Advisor, Local Board Advisor, Local Board Engagement Advisor
iii) any additional staff approved by the General Manager Local Board Services or the Group Chief Financial Officer.

Horopaki

Context

6. For each financial year, Auckland Council must have a local board agreement for each local board area, that is agreed between the Governing Body and the local board.

7. Local board agreements set out (among other things) how the council will, in the year to which the agreement relates, reflect the priorities and preferences in the local board’s plan in respect of the local activities to be provided in the local board area.

8. The proposed content of each local board agreement must be included in the Annual Budget 2020/2021 consultation document.

9. Public consultation on the budget will take place from 21 February to 22 March 2020.

10. Aucklanders will be able to provide feedback during the consultation process through a variety of channels which include face-to-face (verbal), written and social media.

Tātaritanga me ngā tohutohu

Analysis and advice

11. Local boards held workshops during November 2019 to determine their priorities for their 2020/2021 local board agreement. Local boards are now requested to approve their local content and supporting information for consultation, as per Attachments A and B.

12. During the document production stage, if changes to the local content and supporting information are identified, these will be provided to the local board chairperson to approve.

13. Aucklanders who wish to have their views on the proposed content of the local board agreement and Annual Budget 2020/2021 considered by Auckland Council should be provided a reasonable opportunity to present those views in a manner and format that is appropriate to the preferences and needs of those persons, including face-to-face.

14. The council provides for this through its ‘Have Your Say’ events where Aucklanders can have a face-to-face dialogue with elected members or other council representatives with an appropriate delegation. A Have Your Say event is recommended to be held in the Aotea / Great Barrier Local Board area.

15. The consultation period does not begin for a couple of months. If circumstances change between now and the consultation period and any change to the approved Have Your Say event is required, these will be provided to the local board chairperson to approve.

16. Should a proposal requiring an amendment to the council’s long-term plan (10-year Budget) be identified during the Annual Budget 2020/2021 process, this would necessitate use of the special consultative procedure. Where an amendment to the 10-year Budget is being consulted on at the same time as consultation on the Annual Budget, the Local Government Act 2002 requires the council to use the special consultative procedure in relation to both matters.

17. The special consultative procedure requires the council to provide an opportunity for Aucklanders to present their views to the council in a manner that enables ‘spoken (or New Zealand sign language) interaction’ between the person and the council’s decision-makers or their official delegates. The recommended Have Your Say events, along with the recommended delegation, provides for this spoken interaction.
Tauākī whakaawewe āhuarangi
Climate impact statement
18. The decision to consult is procedural in nature and the small scale of the Have Your Say events mean any climate impacts will be negligible. These decisions are unlikely to result in any identifiable changes to greenhouse gas emissions. The effects of climate change will not impact the decisions.
19. However, where practicable, events proposed will be in locations accessible by public transport, to reduce car travel but also increase the opportunities for attendance.
20. Some of the proposed initiatives or projects included in the consultation content may have climate impacts. The climate impacts of any initiatives or projects Auckland Council chooses to progress with as a result of this consultation will be assessed as part of the relevant reporting requirements.

Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera
Council group impacts and views
21. The Annual Budget 2020/2021 is an Auckland Council group document and will include budgets at a consolidated group level.
22. Consultation items and updates to budgets to reflect decisions and new information may include items from across the group.

Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe
Local impacts and local board views
23. Local boards will have further opportunities to provide information and views as the council progresses through the Annual Budget 2020/2021 process.
24. Aucklanders will have the opportunity to give feedback on regional and local proposals contained in the budget. All feedback received from submitters residing in the local board area will be analysed by staff and made available for consideration by the board, prior to finalising their local board agreement.

Tauākī whakaaweawe Māori
Māori impact statement
25. Many local board decisions are of importance to and impact on Māori. Local board agreements and the Annual Budget are important tools that enable and can demonstrate the council’s responsiveness to Māori. Local board plans, which were adopted in September and October 2017, form the basis for local priorities.
26. The approach to Māori engagement for the Annual Budget 2020/2021 will be finalised once consultation topics are confirmed, including development of bespoke materials subject to interest level of topics and confirmation of budget.
27. There is a need to continue to build local board relationships with iwi and the wider Māori community. Ongoing conversations will assist local boards and Māori to understand each other’s priorities and issues. This in turn, can influence and encourage Māori participation in the council’s decision-making processes.

Ngā ritenga ā-pūtea
Financial implications
28. Event associated costs include venue hire, where council premises cannot be utilised, and catering.
Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations

29. Local boards must approve their local consultation content and supporting information by 13 December 2019 for it to be formatted and reviewed in time to be incorporated into the Annual Budget 2020/2021 consultation document and supporting information.

Ngā koringa ā-muri
Next steps


31. Following consultation, the Governing Body and local boards will make decisions on the budget and local board agreements respectively.

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Local content for consultation</td>
<td>103</td>
</tr>
<tr>
<td>B</td>
<td>Local supporting information for consultation</td>
<td>105</td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Beth Corlett - Advisor Plans &amp; Programmes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Louise Mason – General Manager, Local Board Services</td>
</tr>
<tr>
<td></td>
<td>Helgard Wagener - Relationship Manager – Aotea / Great Barrier and Waiheke</td>
</tr>
</tbody>
</table>
### Aotea / Great Barrier Local Board

In 2020/2021 we plan to invest $764,000 to renew and develop assets and $2.61 million to maintain and operate assets as well as provide local programmes and initiatives.

<table>
<thead>
<tr>
<th>What we’ve been doing</th>
<th>Our priorities for 2020/2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>Each year we deliver activities and services in your local board area. These are based on our Local Board Plan, which sets our three-year direction for the local board.</td>
<td>You’ve told us how important the environment is to you, so we propose to continue delivering our environmental programmes for biosecurity, support the Ecology Vision, and improved water quality in our streams. We will also work on marine protection and marine biosecurity.</td>
</tr>
<tr>
<td>In 2019/2020, we delivered grant funding to support our health, welfare, education, tourism, arts and other community groups.</td>
<td>Climate change is of growing concern, so we will continue to back community sustainability projects. We will also investigate potable drinking water, low carbon, and on-island food production projects, and advocate for ethical council investment practices.</td>
</tr>
<tr>
<td>The board-funded Ecology Vision coordinator, Okiwi pest coordinator and biodiversity/biosecurity officer roles continue to support community environment initiatives.</td>
<td>Support will carry on to enable our community groups to do their good work and investigate solutions to address housing and technology concerns.</td>
</tr>
<tr>
<td>We’ve continued investigations into the Claris cemetery, linking our walkways, and enhancing our village spaces. Some of these projects will be ready for community consultation in 2020.</td>
<td>We’re not proposing major changes to existing work programme for 2020/2021 as we continue to deliver the projects identified in our Local Board Plan.</td>
</tr>
<tr>
<td>The Area Plan, which will assist the transition from the Hauraki Gulf Islands District Plan to the Unitary Plan, is being drafted and is set to be consulted on mid-2020.</td>
<td></td>
</tr>
</tbody>
</table>

- Stick to 100 word limit under each heading ‘What we’ve been doing’ & ‘Our priorities for 2020/2021’ including the standard paragraphs.
Supporting information content template

Aotea / Great Barrier Local Board supporting information

Each year we deliver activities and services in your local board area. These are based on our Local Board Plan, which sets our three-year direction for the local board.

Message from the chair

We are in the final year of our 2017 Local Board Plan. Some of our key achievements have been gaining International Dark Sky Sanctuary status, switching the council buildings onto solar power, supporting the establishment of the Learning Hub, and delivering a visitor strategy. We were also successful in gaining exemption from the regional fuel tax.

Our proposed focus for 2020/2021 is to continue delivering on our local board plan initiatives. These initiatives include grants funding for our health, welfare, education, tourism, arts and other community groups; implementation of the visitor strategy; compliance funding for our Dark Sky Sanctuary; investigation of a Cloris cemetery; consultation around new walkway linkages, village spaces plan and Area Plan; and further investigations into ways to address our housing and technology concerns.

The environment has always featured strongly in our consultation feedback. In 2020/2021, we propose to continue supporting the Ecology Vision, biodiversity and biosecurity programmes, marine biosecurity, and freshwater stream monitoring. We will also look at marine protection around our coastlines in collaboration with mana whenua and the community, using Sea Change – Tai Timu Tai Pari as a guide.

Climate change is of growing concern to our island, the region and the nation. We propose to continue funding community groups for their low carbon events and projects, and investing in sustainability upgrades to their facilities. We will also investigate initiatives for potable drinking water, on-island food production, and advocate for ethical council investment practices.

Over the coming months, we will be holding various hui, community meetings and events as the new board begins consultation on its new three-year Local Board Plan. Please join us and share your thoughts on what's most important to you for the next year, three years and 30 years.

Nga mihia nui,

Izzy Fordham
Chair – Aotea / Great Barrier Local Board

What we propose in your local board area in 2020/2021

In 2020/2021 to deliver on our priorities we plan to invest $764,000 to renew and develop assets and $2.61 million to maintain and operate assets as well as provide local programmes and initiatives. The budget in the local area is allocated as follows:
### Key areas of spend

<table>
<thead>
<tr>
<th></th>
<th>Community Services</th>
<th>Environmental Services</th>
<th>Planning</th>
<th>Governance</th>
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<tbody>
<tr>
<td><strong>Operating Spend</strong></td>
<td>$1.67m</td>
<td>$207,000</td>
<td>$25,000</td>
<td>$708,000</td>
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<tr>
<td><strong>2020/2021</strong></td>
<td>$764,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
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</tbody>
</table>

Provide below 3 – 5 key projects for both OPEX and CAPEX for FY 2020/2021. They should link to the local board’s priorities set out in the consultation document content.

<table>
<thead>
<tr>
<th><strong>OPEX project name</strong></th>
<th><strong>Location</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Visitor Strategy</td>
<td>Multiple (but arrow can go Claris)</td>
</tr>
<tr>
<td>Capital Grants</td>
<td>Multiple (put arrow at a gap or many arrows)</td>
</tr>
<tr>
<td>Ecology Vision</td>
<td>Multiple (put arrow at a gap or many arrows)</td>
</tr>
<tr>
<td>Biodiversity and biosecurity programmes</td>
<td>Multiple (but arrow can go Okiwí)</td>
</tr>
<tr>
<td>Freshwater stream monitoring</td>
<td>Multiple (but arrow can go Tryphena)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>CAPEX project name</strong></th>
<th><strong>Location</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Claris cemetery</td>
<td>Whangaparapara Rd</td>
</tr>
<tr>
<td>Mulberry Grove skateramp</td>
<td>Mulberry Grove</td>
</tr>
</tbody>
</table>

[These will be plotted on a map of the local board area]

### What do you think?

In your opinion, are the priorities right for this local board area in 2020/2021? [Standard question for hard copy form and supporting information]

There is some flexibility to include a response prompt in the supporting information and online form related to a significant project (i.e. targeted rate), which will be considered on a case-by-case basis.
Te take mō te pūrongo

Purpose of the report

1. To provide the Aotea / Great Barrier Local Board with an integrated quarterly performance report for quarter one, 1 July – 30 September 2019.

Whakarāpopototanga matua

Executive summary

2. This report includes financial performance, progress against work programmes, key challenges the local board should be aware of and any risks to delivery against the 2019/2020 work programme.

3. The work programme is produced annually and aligns with the Aotea Great Barrier Local Board Plan outcomes.

4. The key activity updates from this quarter are:
   - The new biodiversity/biosecurity advisor started on 1 July 2019 and has taken responsibility for several projects including pest plant management and the Argentine ant control programme.
   - Aotea Education Trust is making progress on its investigations into an Early Childhood Education (ECE) centre and the Aotea Learning Hub moved to its new premises.
   - Destination Great Barrier Island will be implementing the Visitor Strategy with the development of second wave of New Zealand Tourism Research Institute research which will be carried out over the summer.
   - The proposed Claris Cemetery site resource consent and change of land designation was granted. The next steps are to await results of the shoring trial, agree on the preferred design option and allocate suitable budget.

5. All operating departments with agreed work programmes have provided a quarterly update against their work programme delivery. Activities are reported with a status of green (on track) or amber (some risk or issues, which are being managed). There are no activities with a grey (cancelled, deferred or merged) or red status this quarter.

6. The financial performance report compared to budget 2019/2020 is attached. There are some points for the local board to note
   - The overall operational net cost of service in the Aotea / Great Barrier local board area for the three months ended on 30 September 2019 was $944,000 which exceeded the year to date budget expectations by $155,000.
   - Capital investment of $77,000 took place in the Aotea / Great Barrier local board area during the first quarter of the current financial year. This was 79 per cent of the year to date budget. Some of the projects planned to be delivered in the current financial year are in the design or procurement stages. Delivery should pick up during the remainder of the year.

Ngā tūtohunga

Recommendation/s
That the Aotea / Great Barrier Local Board:

a) receive the performance report for quarter one ending 30 September 2019.

b) note that the Community Facility 2019/2020 work programme and 2020-2022 indicative work programme has been updated to reflect financial deferrals as a part of the Annual Plan process as shown in Attachment B.

Horopaki

Context

7. The Aotea / Great Barrier Local Board has an approved 2018/2019 work programme for the following operating departments:
   - Arts, Community and Events
   - Parks, Sport and Recreation
   - Libraries and Information
   - Community Services: Service, Strategy and Integration
   - Community Facilities: Build Maintain Renew
   - Community Leases
   - Infrastructure and Environmental Services
   - Plans and Places
   - ATEED.

8. Work programmes are produced annually, to meet the Aotea / Great Barrier Local Board outcomes identified in the three-year Aotea Great Barrier Local Board Plan. The local board plan outcomes are:
   - Our economy is sustainable and prosperous
   - Our environment is protected and enhanced
   - Our infrastructure is future-proofed
   - Our people thrive and life is good

9. The graph below shows how the work programme activities meet Local Board Plan outcomes. Activities that are not part of the approved work programme but contribute towards the local board outcomes, such as advocacy by the local board, are not captured in this graph.

   Graph 1: Work programme activities by outcome
Tātaritanga me ngā tohutohu
Analysis and advice

Local Board Work Programme Snapshot

10. The graph below identifies work programme activity by RAG status (red, amber, green and grey) which measures the performance of the activity. It shows the percentage of work programme activities that are on track (green), in progress but with issues that are being managed (amber), and activities that have significant issues (red) and activities that have been cancelled/deferred/merged (grey).

*Graph 2: Work programme by RAG status*

11. The graph below shows the activity status of activities which shows the stage of the activity in each departments the work programmes. The number of activity lines differ by department as approved in the local board work programmes.

*Graph 3: Work programme by activity status and department*
Key activity updates from quarter one

Biodiversity/biosecurity advisor

12. The newly appointed biodiversity/biosecurity advisor took up their role on 1 July 2019, increasing the capacity and capability of Environmental Services on Aotea / Great Barrier Island. The advisor has taken responsibility for several projects including pest plant management and the Argentine ant control programme. In addition to these programmes, the advisor has initiated and extended several biodiversity focussed projects in quarter one, including the provision of conservation advice for landowners and community groups.

Increase diverse participation: Aotea Lifelong Learning Action Strategy

13. Aotea Education Trust (AET) has prepared a business case for the day-care service, met with Aotea Playcentre to present the proposal for use of the Playcentre facility on non-Playcentre days, drafted a memorandum of understanding for the partnership, approached a philanthropic educational trust for additional funding for the project, and begun the search for a qualified Early Childhood Education (ECE) teacher. The Aotea Learning Hub moved to its new premises. This has been a positive move for the students, whose attendance remains high.

Great Barrier Visitor Strategy Implementation

14. Funding agreement processed and funds paid out to Destination Great Barrier Island (DGBI). Development of second wave of New Zealand Tourism Research Institute research which will be carried out over the summer. Progress on the trail’s wayfinding map/brochure and PDF. Development of the inaugural local Business Awards in 2020.

Claris Cemetery – develop facility

15. A resource consent was recently granted on 25 September 2019 and previously a change of land designation was granted, which are important milestones in progressing this project. Approval was requested and received to amend the budget to cover the current overspend and to carry out a trial of shoring equipment. A quotation has been requested from the full facilities contractor for the trial of shoring equipment.

Activities with moderate issues

Claris Cemetery – develop facility

16. The schedule is at risk due to unclear direction on which of the design option is to be progressed. The next steps are to await results of the trial, agree on the preferred option and allocate suitable budget.
An area plan for Aotea / Great Barrier Island

17. Iwi consultation has not been able to be progressed as planned, and this, along with further workshopping of issues with the Governing Body appointed working party has meant the draft area plan will not be ready for public consultation until early 2020. This will enable the new working party members (post elections) to consider the draft plan prior to public consultation.

Heritage Evaluation for Ox Park

18. This project was identified through the heritage survey. Approval to complete a heritage evaluation for Ox Park has been obtained and staff are in the process of determining a consultant to complete the evaluation.

Tauākī whakaaweawe āhuarangi
Climate impact statement

19. Receiving performance monitoring reports will not result in any identifiable changes to greenhouse gas emissions.

20. Work programmes were approved in June 2019 and delivery is already underway. Should significant changes to any projects be required, climate impacts will be assessed as part of the relevant reporting requirements.

21. The local board is currently investing in several sustainability projects, which aim to build awareness around individual carbon emissions, and changing behaviour at a local level. These include:
   - Grant funding to community group AoteaOra Ltd to begin an Ecological Footprint for the island
   - Grant funding to community group AoteaOra Ltd to hold an Off the Grid event to showcase resilience
   - The One Local Initiative project of council facilities becoming solar powered and cabling to the Health Trust building and Claris airport to improve resilience.

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

22. When developing the work programmes council group impacts and views are presented to the boards.

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

23. This report informs the Aotea / Great Barrier Local Board of the performance for the quarter ending 30 September 2019.

Tauākī whakaaweawe Māori
Māori impact statement

24. The local board intend to engage with Ngāti Rehua - Ngātiwai ki Aotea Interim Trust and discuss Māori aspirations for the area and how they can be progressed. There has been a delay to setting a hui date. The local board remain committed to the work programme activity of support for iwi responsiveness, and once iwi is ready, will look to pick up discussions for an iwi liaison.

Ngā ritenga ā-pūtea
Financial implications

25. There are no financial implications associated with this report.
Financial Performance

26. The Aotea / Great Barrier Local Board’s net cost of service for the September quarter of the 2019/2020 financial year was $944,000 against a budget of $789,000.

27. Operating revenue of $2,000 was generated from library operations for the first three months of the current financial year.

28. Operating expenditure of $946,000 for the three months ended on 30 September 2019 was overspent by 20 per cent. Repairs and maintenance expenditure in these first three months, under the full facilities contract, was more than budgeted mainly due to extra maintenance to respond to the heavy rainy season. Earlier than expected capital grant round in September also contributed to the overspend. First capital grant round was budgeted for in quarter two.

29. $77,000 of capital investment took place during the first quarter of the financial year 2019/2020 in the Aotea / Great Barrier local board area against a year to budget of $97,000. Okiwi Park pump track installation and Claris playground shade sail installation are in progress and are expected to be complete before the end of the current financial year. Other projects in progress are Mulberry Grove skate ramp replacement, development of a cemetery in Claris and various other assets renewals.

30. Detailed financial report is provided in the financial performance attachment (Attachment C).

Revised Budget

31. For quarterly reporting purposes, annual plan budgets are revised to reflect changes in timing of delivery for individual projects.

32. Projects that were still in progress at 30 June 2019 have had their remaining required budget carried forward to the current or future financial years to fund the remaining works.

33. If a multi-year capital project was completed earlier than anticipated, the annual plan budget is reduced or brought forward to 30 June 2019 to reflect early completion.

34. Consideration is also given to the status of current capital projects and where required budgets are rephased in whole or part to outer years to reflect current timelines for delivery.

35. The net budgetary impact of these changes is reflected in the revised budget for the board.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations

36. While the risk of non-delivery of the entire work programme is rare, the likelihood for risk relating to individual activities does vary. Capital projects for instance, are susceptible to more risk as on-time and on-budget delivery is dependent on weather conditions, approvals (e.g. building consents) and is susceptible to market conditions.

37. Information about any significant risks and how they are being managed and/or mitigated is addressed in the ‘Activities with significant issues’ section.

Ngā koringa ā-muri
Next steps

38. The local board will receive the next performance update following the end of quarter two, December 2019.

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
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</thead>
<tbody>
<tr>
<td>A</td>
<td>Work programme 2019/2020 quarter 1 update report</td>
<td>115</td>
</tr>
<tr>
<td>No.</td>
<td>Title</td>
<td>Page</td>
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<tr>
<td>B1</td>
<td>Community Facility 2019/2020 work programme and 2020-2022 indicative work programme</td>
<td>121</td>
</tr>
<tr>
<td>C1</td>
<td>Financial performance summary</td>
<td>125</td>
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</table>

**Ngā kaihaina**

**Signatories**

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Author</td>
<td>Jacqueline Fyers – Senior Local Board Advisor – Aotea / Great Barrier</td>
</tr>
<tr>
<td>Authoriser</td>
<td>Helgard Wagener - Relationship Manager - Aotea / Great Barrier and Waiheke</td>
</tr>
<tr>
<td>ID</td>
<td>Activity Name</td>
</tr>
<tr>
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</tr>
<tr>
<td>59</td>
<td>Community capacity building</td>
</tr>
<tr>
<td>60</td>
<td>Apply the empowered communities approach – connecting communities (GB)</td>
</tr>
<tr>
<td>61</td>
<td>Iwi responsiveness - Request to Moari aspirations: Hīkigā/Rehua Hīkigāwi ki Aotea coordinator</td>
</tr>
<tr>
<td>220</td>
<td>ANZAC Service - Great Barrier</td>
</tr>
<tr>
<td>336</td>
<td>Community Grants (GB)</td>
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## Work Programme 2019/2020 Q1 Report

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Lead Dept / Unit of CCQ</th>
<th>Budget Source</th>
<th>Budget</th>
<th>Activity Status</th>
<th>RAG</th>
<th>Q1 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>516</td>
<td>Operational Grant - Great Barrier Island Community Heritage and Arts Village</td>
<td>Fund Great Barrier Island Community Heritage and Arts Village Trust to operate the facility in a professional and inclusive manner that enables access to and participation in the visual arts for people of all ages, cultural experience and level of experience. Funding will also be used to support community arts programmes and opportunities that reflect the cultural diversity of the local Great Barrier Island community.</td>
<td>CS: ACE, Arts &amp; Culture</td>
<td>LDI: Opex</td>
<td>$15,000</td>
<td>In progress</td>
<td>Green</td>
<td>The funding agreement for the Great Barrier Island Community Heritage and Arts Village for the 2019/2020 year has been amended. During Q1, the Great Barrier Island Community Heritage and Arts Village ran 10 programmes, with a combined total of 1,308 participants and attendees. Highlights included the Kids Matariki Art exhibition, and the Kids exhibition in collaboration with the Awaai DNA “Te Murutoro” annual talk. Other highlights included getting power connected to the Museum space, and starting to work on the Museum displays.</td>
</tr>
<tr>
<td>1123</td>
<td>Investment of capital grants to sustain local community facilities</td>
<td>Funding to support community facilities owned by local community groups through a contestable grant. Provide advice regarding the investment of capital grants, with a focus on ensuring easy access to community services provided from lit for purposes, independently owned facilities.</td>
<td>CS: ACE, Community Empowerment</td>
<td>ABS: Opex</td>
<td>$252,000</td>
<td>In progress</td>
<td>Green</td>
<td>The local board had one capital grant round during quarter one allocating a total of $117,794. There is $134,205.00 remaining for allocation in Q4.</td>
</tr>
<tr>
<td>1194</td>
<td>Housing</td>
<td>Progress potential solutions to Great Barrier Island’s housing issues as discussed at the 2019 housing experts roundtable, taking into account past work done in this area, in particular the 2019 Affordable Housing Feasibility Study.</td>
<td>CS: ACE, Community Empowerment</td>
<td>LDI: Opex</td>
<td>$25,000</td>
<td>In progress</td>
<td>Green</td>
<td>Further discussions were held in Q1 with the local board about potential solutions and next steps to address housing issues facing Great Barrier Island. Visits and advice were also sought from the wider council group. As the local board does not yet have enough information to take definitive action, staff will continue to hold discussions with relevant stakeholders and provide an update in Q2.</td>
</tr>
<tr>
<td>1251</td>
<td>Increase diverse participation: Aotea Lifelong Learning Action Strategy</td>
<td>Collaborate with community organisation Aotea Education Limited to develop and implement a lifelong learning action strategy. Activities include: developing options to establish additional early childhood education on the island - support for a learning hub for correspondence school students - integration of vocational pathways into secondary school - developing options to improve opportunities and pathways for adult education - developing and implementing a skills development programme to identify and address skills shortages amongst Island businesses.</td>
<td>CS: ACE, Community Empowerment</td>
<td>LDI: Opex</td>
<td>$30,000</td>
<td>In progress</td>
<td>Green</td>
<td>A focus in Q1 was obtaining local board sign-off for the reallocation of funds from the 2019/2020 Aotea Education Trust (AET) budget to the 2019/2020 budget, to assist with the costs of establishing a drop-in early childhood education service on Aotea. This carry-forward was signed off at the September business meeting. With the new budget approved, an implementation plan for the coming year can be finalised. The Trust has prepared a business case for the day-care service, which met with Aotea Playcentre to present the proposal for one of the Playcentre facility on the Playcentre site, drafted a memorandum of understanding for the partnership, and prepared a business plan for the facility. The next steps are: the Aotea Learning Hub moved to its new premises. This has been a positive move for the students, whose attendance remains high. AET lost its interim chair and three trust members, leaving six remaining members and an administrator.</td>
</tr>
<tr>
<td>1514</td>
<td>Dark Sky Sanctuary Leverage</td>
<td>Work alongside Destination Great Barrier and Dark Sky Advisory (Group) to leverage a successful Dark Sky Sanctuary accreditation. The funding will be used for activities such as provision of capability workshop, promotion and meeting compliance costs for having Dark Sky Sanctuary status.</td>
<td>CS: ACE, Community Empowerment</td>
<td>LDI: Opex</td>
<td>$30,000</td>
<td>In progress</td>
<td>Green</td>
<td>A workshop was held with the local board, where an implementation plan was agreed for 2019/2020. The Dark Sky funding agreement will be completed in Q2. The focus for the year ahead will be an astrophotography competition, the annual winter festival, compliance and ongoing education about light and light pollution on the island.</td>
</tr>
<tr>
<td>3311</td>
<td>Community Response Fund (CRF)</td>
<td>Discretionary fund to respond to community issues as they arise during the year.</td>
<td>CS: ACE, Advisory</td>
<td>LDI: Opex</td>
<td>$36,23</td>
<td>Approved</td>
<td>Green</td>
<td>No allocations</td>
</tr>
<tr>
<td>3060</td>
<td>Great Barrier Visitor Strategy Implementation</td>
<td>Work with Destination Great Barrier Island, the local island community, Ngā Rorehu Hīwai kia Aotea, DOC and our island based service providers to implement the Great Barrier Island Visitor Strategy.</td>
<td>ATEED, Tourism</td>
<td>LDI: Opex</td>
<td>$25,000</td>
<td>In progress</td>
<td>Green</td>
<td>Implementation plan agreed between local board, ATEED and Destination Great Barrier Island (DGBI). Funding agreement processed and funds paid out to DGBI. Development of second wave of New Zealand Tourism Research Institute research (which will be carried out over the summer). Progress is on the tracks wayfinding map/brochure and PDF. Development of the inaugural local Business Awards in 2020. Significant focus has been applied to date.</td>
</tr>
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### Community Facilities: Build Maintain Renew

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Description</th>
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<tbody>
<tr>
<td>2472</td>
<td>Pai Point - renew concrete steps</td>
<td>Renew the concrete steps at Pai Point Reserve. Remediation works undertaken by Council Operations will maintain the steps until FY21/22, renewal works are scheduled for this year.</td>
<td>CF: Project Delivery</td>
<td>ABS: Capex - Renewals</td>
<td>$0</td>
<td>Approved in principle</td>
<td>Green</td>
<td>Project will be scoped and completed in future years.</td>
</tr>
<tr>
<td>2919</td>
<td>General park assets - renew - FY19/20 FY20/21 - Great Barrier</td>
<td>Renovate shrubs, trees, pathways, seating and amenities in parks. Proposed sites currently under investigation, including for Playfield Enhancement (Great Barrier Walkway,雷锋路的funfair, Tramway Hill Signage: Dolphin Bay Walkway, Island Bay Walkway, Medlands Beach Toilets, Medlands Playground Reserve, Pa Paki Reserve FY19/20 - undertake investigation and scoring of options; FY20/21 - undertake physical works. This project will be unbounded for the physical works component. This will be confirmed once the investigation and design phase is complete. This is a multi-year funded project initiated in FY19/20 program Risk Adjusted Project (RAP)</td>
<td>CF: Investigation and Design</td>
<td>ABS: Capex - Renewals</td>
<td>$100,000</td>
<td>Approved</td>
<td>Green</td>
<td>Current status: Clarify and agree scope of work for this renewal programme. A quotation has been requested to refresh the public toilets at Pai Beach and Port Fitzroy, and also to review the picnic table near the Port Fitzroy boat shed. Plan delivery of work.</td>
</tr>
</tbody>
</table>
## Work Programme 2019/2020 Q1 Report

<table>
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<th>Activity Status</th>
<th>RAG</th>
<th>Q1 Commentary</th>
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</thead>
<tbody>
<tr>
<td>3028</td>
<td>Mulberry Grove - skate ramp - replacement</td>
<td>Replacement of the skate ramp (either as a skate ramp or other play item) at Mulberry Grove (or at a more appropriate location), which has failed with the ongoing water tightness issues impacting the structural integrity. All design options will be reviewed by the Local Boards approval process.</td>
<td>CF - Investigation and Design</td>
<td>ABE - Capex - Renewals</td>
<td>$100,000</td>
<td>In progress</td>
<td>Green</td>
</tr>
<tr>
<td>3071</td>
<td>General park assets - renew - FY2021 FY21/22 - Great Barrier</td>
<td>Renew structures, pathways, and furniture and fixtures in parks. Proposed sites currently under investigation, including for: Toheta, Okiwi Park, Okiwi Areal. FY2021 - undertake investigation and design options. FY21/22 - undertake physical works. This project will be unbundled for the physical works component. This will be confirmed once the investigation and design phase is complete. This is a multi-year funded project initiated in FY2021 programme.</td>
<td>CF - Investigation and Design</td>
<td>ABE - Capex - Renewals</td>
<td>$0</td>
<td>Approved in principle</td>
<td>Green</td>
</tr>
<tr>
<td>3158</td>
<td>Aotea Great Barrier Fall Facilities maintenance contracts</td>
<td>The Fall Facilities maintenance contracts include maintenance and repair of all assets across buildings, parks and open spaces, and sports fields, funded from local board budgets. These contractors also undertake coastal management and storm damage works, and ongoing town centre cleaning, street litter and stock, and vegetation clearance and berm mowing works, although these are funded from regional budgets. This activity and related budget also includes smaller built system contractors such as pool plant specialists and technical systems contractors.</td>
<td>CF - Operations</td>
<td>ABE - Opex</td>
<td>$811,963</td>
<td>Approved</td>
<td>Green</td>
</tr>
<tr>
<td>3213</td>
<td>Aotea Great Barrier - maintaining view shafts programme 2019/2020</td>
<td>Maintaining view shafts across the island for views and safety</td>
<td>CF - Operations</td>
<td>LDI - Opex</td>
<td>$5,000</td>
<td>In progress</td>
<td>Green</td>
</tr>
<tr>
<td>3600</td>
<td>Barrier - Lid Capex Fund 2019/20</td>
<td>Local Improvement Projects (LIPs) funding to deliver minor capex projects throughout the financial year as approved in the monthly local board workshops.</td>
<td>CF - Investigation and Design</td>
<td>LDI - Capex</td>
<td>$30,000</td>
<td>In progress</td>
<td>Green</td>
</tr>
<tr>
<td>3626</td>
<td>Claris playground - shade sails - design consent build</td>
<td>Shade sails over the Claris playground - design consent build</td>
<td>CF - Project Delivery</td>
<td>LDI - Capex</td>
<td>$8,005</td>
<td>In progress</td>
<td>Green</td>
</tr>
<tr>
<td>3627</td>
<td>Okiwi Park - pump track compacted gravel</td>
<td>Supply and installation of a modular style off the shelf pump track on compacted gravel</td>
<td>CF - Project Delivery</td>
<td>LDI - Capex</td>
<td>$30,000</td>
<td>In progress</td>
<td>Green</td>
</tr>
<tr>
<td>3668</td>
<td>Claries Cemetery – development facility</td>
<td>Progress the proposed Claires Cemetery development including detailed design and resource consent. This is a carry forward project, previous SharePoint ID #2778.</td>
<td>CF - Project Delivery</td>
<td>LDI - Capex</td>
<td>$37,688</td>
<td>In progress</td>
<td>Green</td>
</tr>
<tr>
<td>3669</td>
<td>Barrier - renew general park assets 2018-19</td>
<td>Renew structures, pathways, and furniture and fixtures in various parks (details to be provided by end of calendar year). December 2018 - Addition of a new project. Scope - Renewal of the surface of the access track between Gooseberry Flat and Piha Beach. OMM has proposed a temporary creation of soil path or steps around 2m island and review of location style of path before concrete renewed. Proposed by OMM supported by Community Services and approved by the Local Board.</td>
<td>CF - Project Delivery</td>
<td>ABE - Capex - Renewals</td>
<td>$13,540</td>
<td>Completed</td>
<td>Green</td>
</tr>
<tr>
<td>3570</td>
<td>Tuwhareko Trail directional signage - design</td>
<td>Tuwhareko Trail directional signage design and concept plan. The scope of works includes: 1. $20,000 for signs and Wayfayre design, 2. $10,000 for moving the Gooseberry Flat walkway exit to the beach and 3. $10,000 for steps to the beach by the stone wall at the school path.</td>
<td>CF - Project Delivery</td>
<td>LDI - Capex</td>
<td>$31,900</td>
<td>In progress</td>
<td>Green</td>
</tr>
<tr>
<td>3671</td>
<td>Great Barrier Island Interpretive signage - stage two continuation</td>
<td>Great Barrier Island Interpretive signage - stage two continuation</td>
<td>CF - Project Delivery</td>
<td>LDI - Capex</td>
<td>$25,645</td>
<td>In progress</td>
<td>Green</td>
</tr>
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<table>
<thead>
<tr>
<th>Item 21</th>
<th>Work Programme 2019/2020 Q1 Report</th>
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<tbody>
<tr>
<td><strong>Attachment A</strong></td>
<td></td>
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<tr>
<td><strong>Aotea / Great Barrier Local Board</strong></td>
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</tr>
<tr>
<td><strong>03 December 2019</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Auckland Council’s Quarterly Performance Report:</strong> Aotea / Great Barrier Local Board for quarter one 2019/2020</td>
<td></td>
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<tr>
<td><strong>Aotea / Great Barrier Local Board</strong></td>
<td></td>
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<tr>
<td><strong>03 December 2019</strong></td>
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<tr>
<td><strong>Attachment A</strong></td>
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</tr>
</tbody>
</table>

### Work Programme 2019/2020 Q1 Report

#### Item 21

**Aotea / Great Barrier Local Board**

**03 December 2019**

**Auckland Council’s Quarterly Performance Report:** Aotea / Great Barrier Local Board for quarter one 2019/2020

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Lead Dept / Unit or CCO</th>
<th>Budget</th>
<th>Activity Status</th>
<th>RAG</th>
</tr>
</thead>
<tbody>
<tr>
<td>3823</td>
<td>(QLD) Great Barrier - develop solar energy system and electric vehicle with infrastructure</td>
<td>Overseas - Replace and upgrade council’s solar energy system, introduce a PHEV (plug-in hybrid electric vehicle) with associated charging infrastructure</td>
<td>CF: Project Delivery</td>
<td>AIES: Gosp Development</td>
<td>$0</td>
<td>In progress</td>
</tr>
</tbody>
</table>

**Community Services, Service Strategy and Integration**

**3206**

**Great Barrier Island Community spaces and reserves activation plan**

Consult on and deliver a plan for the development and activation of public spaces and reserves on Great Barrier Island (year 2 of 2)

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Lead Dept / Unit or CCO</th>
<th>Budget</th>
<th>Activity Status</th>
<th>RAG</th>
</tr>
</thead>
<tbody>
<tr>
<td>803</td>
<td>Argentine ant and plague skink surveillance</td>
<td>To continue carrying out biosecurity surveillance within settlement areas for the presence/absence of Argentine ants and Davaine’s ants to support the regionally funded monitoring and control work occurring in commercial high-risk sites. Also, to continue carrying out plague skink surveillance within settlement areas to support the regionally funded monitoring and control work occurring in commercial high-risk sites. This initiative will also record any native reptiles found in surveyed areas to better understand the diversity of terrestrial fauna in residential Aotea Great Barrier. The funding for this project will be divided equally between the two surveillance initiatives, with $12,000 towards ant surveillance and $12,000 towards plague skink surveillance.</td>
<td>I&amp;ES: Environmental Services</td>
<td>LDI: Oper</td>
<td>$40,000</td>
<td>In progress</td>
</tr>
</tbody>
</table>

**Infrastructure and Environmental Services**

**804**

**Rabbit control**

A continuation of the ongoing programme to control rabbits on Clarks, Aukana, Okatainui township, and Whangapoua

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
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<th>Lead Dept / Unit or CCO</th>
<th>Budget</th>
<th>Activity Status</th>
<th>RAG</th>
</tr>
</thead>
<tbody>
<tr>
<td>805</td>
<td>Coastal weed survey</td>
<td>To continue the survey of the Aotea Great Barrier coast for pest plants, and undertake any removal or control of low incidence weeds.</td>
<td>I&amp;ES: Environmental Services</td>
<td>LDI: Oper</td>
<td>$20,000</td>
<td>In progress</td>
</tr>
</tbody>
</table>

**806**

**Okito pest coordinator**

To continue supporting the engagement of a pest coordinator to encourage and facilitate community-led pest control in Okito. This project enables the pest coordinator to support the current trap network by ensuring traps are serviced regularly and monitoring is maintained. The coordinator will also undertake five-minute bird counts as well as educating the Okito community about best practice pest management.

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Lead Dept / Unit or CCO</th>
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<th>Activity Status</th>
<th>RAG</th>
</tr>
</thead>
<tbody>
<tr>
<td>855</td>
<td>Pest pathways</td>
<td>To engage pest pathway ambassadors to help increase visitor, resident and transport operator awareness of pest pathways from the mainland to Aotea Great Barrier and engage people to undertake a survey designed to guide management decisions around pest pathways to the island.</td>
<td>I&amp;ES: Environmental Services</td>
<td>LDI: Oper</td>
<td>$10,000</td>
<td>In progress</td>
</tr>
</tbody>
</table>

**559**

**Biodiversity/biosecurity advisor**

To continue supporting the employment of a Biodiversity/biosecurity advisor for Aotea Great Barrier. The position will be partly regionally funded allowing for a full-time position.

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Lead Dept / Unit or CCO</th>
<th>Budget</th>
<th>Activity Status</th>
<th>RAG</th>
</tr>
</thead>
<tbody>
<tr>
<td>559</td>
<td>Biodiversity/biosecurity advisor</td>
<td>To continue supporting the employment of a Biodiversity/biosecurity advisor for Aotea Great Barrier. The position will be partly regionally funded allowing for a full-time position. The advisor will work to: - support biosecurity advisors with project management and delivery - increase community-led conservation action - provide expert technical advice on pest plant and animal control - support and facilitate landowners and community-based restoration initiatives - protect and enhance indigenous biodiversity on the island - collaborate with community group, mana whenua and landowners to achieve conservation goals.</td>
<td>I&amp;ES: Environmental Services</td>
<td>LDI: Oper</td>
<td>$40,000</td>
<td>In progress</td>
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</table>

The newly appointed biodiversity/biosecurity advisor took up their role on 1 July 2019, increasing the capacity and capability of Environmental Services on Aotea Great Barrier. The advisor has taken responsibility for a number of projects including pest plant management and the Argentine ant control programme. In addition to these programmes, the advisor has initiated and expanded several biodiversity-focused projects in quarter one, including the provision of conservation advice for landowners and community groups. The advisor has also worked with community members, assisting with a variety of biodiversity and biosecurity initiatives including the assessment of a number of funding applications.
### Work Programme 2019/2020 Q1 Report

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Lead Dept / Unit CC</th>
<th>Budget Source</th>
<th>Budget</th>
<th>Activity Status</th>
<th>RAG</th>
<th>Q1 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>862</td>
<td>Ecology vision</td>
<td>To continue to support the progression of the Great Barrier Island Ecology Vision project by funding the engagement of an ecology vision facilitator to work towards the establishment of ecological areas on Aotea Great Barrier. In areas where the facilitator identifies community interest in forming an ecological area or project, a feasibility study will be developed and reviewed by the board prior to implementation. A feasibility study will include funding requirements and identifying funding sources. The facilitator will also: • facilitate ecology vision meetings • coordinate any proposed ecology vision activities • help with the formation of a community governance group to lead the ongoing implementation of the ecology vision.</td>
<td>Environment Services</td>
<td>LDE Opex</td>
<td>$30,000</td>
<td>In progress</td>
<td>Green</td>
<td>In quarter one the procurement for the ecology vision facilitator was progressed. A request for proposal will be assessed by an evaluation team and a facilitator will be appointed in quarter two.</td>
</tr>
<tr>
<td>865</td>
<td>Freshwater management programme</td>
<td>To continue to deliver a comprehensive programme of water quality improvement projects, including: • continuation of septic tank education (including 10 free septic tank inspections) in the Tyhema and Okupu catchments, with extension to Merendos and Curio• provision of discounted servicing for septic tanks which have been identified by the septic tank inspector as needing intervention • funding to support landowners with fencing and riparian planting along streams • investigation of other water quality issues effecting streams and wetlands This is the fourth year of water quality projects funded by the board. Note: the 2019/20 budget figure shown for this activity includes $15,000 carried forward from the 2018/19 freshwater management programme.</td>
<td>Water Services</td>
<td>LDE Opex</td>
<td>$65,000</td>
<td>In progress</td>
<td>Green</td>
<td>At a workshop discussion on 3 September 2019 staff/MS recommended 2019/20 freshwater management programme initiatives were discussed with the board. The board agreed the following initiatives for delivery as part of the 2019/20 Great Barrier Local Environment work programme: • continuation of the onsite wastewater system education programme to identify poor performing systems and raise awareness of potential impacts on the environment • expansion of the stream rehabilitation programme including Waiake education and additional riparian planting • setting up a water protection fund to support landowners to protect and restore local waterways. Following the workshop, the contractor was provided with a scope of works confirming the initiatives that are to be delivered in the 2019/20 financial year. Project delivery will commence in quarter one. Healthy Waters are meeting the grants team early in quarter two to progress the implementation of the water protection fund.</td>
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</table>

### Libraries

<table>
<thead>
<tr>
<th>Item</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Lead Dept / Unit CC</th>
<th>Budget Source</th>
<th>Budget</th>
<th>Activity Status</th>
<th>RAG</th>
<th>Q1 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>1013</td>
<td>Access to Library Service - Great Barrier</td>
<td>Deliver a library service - Help customers find what they need, when they need it, and help them navigate our services and digital offerings. Providing information, library collection lending services and e-resources as well as support for customers using library digital resources, PCs and Wi-Fi. Hours of service: 42.5 hours over 5 days per week. (Budget based on FY18/19, will be updated when available)</td>
<td>Library &amp; Information</td>
<td>LDE Opex</td>
<td>$0</td>
<td>In progress</td>
<td>Green</td>
<td>There has been a 4% drop in borrowing from and visits to the library in this quarter compared to the same period last year. This may reflect the increasing use of Auckland Libraries’ borrowing services throughout the region. Likewise there has been a decrease in the use of public use and Wi-Fi use as affected from the Great Barrier Library compared to the same period last year. People, particularly visitors to the Island who have previously visited this resource may be relying more on their own data and its availability. The library assisted the penal population of 140 INGAR168 - Small Island Inmates and this year’s topic of ‘death and dying’. Staff sourced books and other resources for the topic and report that the subsequent display and variety of books available were enjoyed by customers and visitors alike.</td>
</tr>
</tbody>
</table>

### Parks and Recreation

<table>
<thead>
<tr>
<th>Item</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Lead Dept / Unit CC</th>
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</tr>
</thead>
<tbody>
<tr>
<td>795</td>
<td>Great Barrier Island Visitor Maps</td>
<td>Maintain online content and further develop the visitor maps project following design and launch in FY18/19</td>
<td>Parks Services</td>
<td>LDE Opex</td>
<td>$5,000</td>
<td>In progress</td>
<td>Green</td>
<td>Funding is linked to maintaining the website and delivering minor updates to the website as required.</td>
</tr>
<tr>
<td>824</td>
<td>Accessory and linkages plan FY20</td>
<td>Community and mana whānau consultation will be undertaken on the Great Barrier Island Accessory and Linkages Plan development in FY19, in order to assess the level of support for these linkages that the board consider to be a priority.</td>
<td>Parks Services</td>
<td>LDE Opex</td>
<td>$15,000</td>
<td>In progress</td>
<td>Green</td>
<td>Draft consultation documents have been completed. The board has requested more information on tracks and sections of track that cross private land. Consultation with landowners is to be completed and the findings of this additional consultation will be presented to the board at Q3 workshop.</td>
</tr>
<tr>
<td>1290</td>
<td>Great Barrier Island Community spaces and reserves activation plan implementation</td>
<td>Continuing from FY18/19, this is the implementation of the plan. This may include the development of a vision for each settlement area in map form, a prioritised action plan for the next 5-10 years for each area.</td>
<td>Parks Services</td>
<td>LDE Opex</td>
<td>$16,000</td>
<td>In progress</td>
<td>Green</td>
<td>Draft activation plan is complete and presented at the local board on 17 September 2019. An outgoing local board recommenced work to develop a workshop with the incoming local board in February 2020 prior to community engagement (Resolution number GB/2019/108).</td>
</tr>
</tbody>
</table>

### Plans and Places

<table>
<thead>
<tr>
<th>Item</th>
<th>Activity Name</th>
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<th>Activity Status</th>
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</thead>
<tbody>
<tr>
<td>1263</td>
<td>An area plan for Aotea Great Barrier</td>
<td>Completion of area planning process, commenced in the previous year deriving from governing body resolution to prepare an area spatial plan for Aotea Great Barrier area based on existing strategies, which will lead to a plan change to incorporate the land use outcomes of the area plan into the AUP.</td>
<td>Plans and Places</td>
<td>Regional</td>
<td>$0</td>
<td>In progress</td>
<td>Amber</td>
<td>It was consultation has not been able to be progressed as planned, and this, along with an ongoing workshooping of issues with the Governing Body appointed working party has meant the draft area plan will not be ready for public consultation until early 2020. This will enable the new working party members (post elections) to consider the draft plan prior to public consultation. Working party workshops continued through quarter addressing the key approaches to issues. Two workshops were held in July 2019, one in August 2019 and one in September 2019. Officer work continued in response to directions made at the workshops. Briefing of new working party members (post elections) likely to occur in 2nd quarter, and draft area plan likely to be out for public consultation in early 2020.</td>
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Auckland Council’s Quarterly Performance Report: Aotea / Great Barrier Local Board for quarter one 2019/2020
### Work Programme 2019/2020 Q1 Report

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<tbody>
<tr>
<td>3822</td>
<td>Heritage Evaluation for OX Park</td>
<td>To contract a consultant to complete a heritage evaluation for OX Park</td>
<td>CPO: Parks and Places</td>
<td>LDI: Opex</td>
<td>$30,000</td>
<td>In progress</td>
<td>Amber</td>
<td>Hiring a consultant to complete an heritage evaluation for OX park. Glorify Hawken's approval to complete a heritage evaluation for OX Park has been obtained as the Local Board requested. Currently in the process of determining consultant to complete the evaluation.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Lead Dept/Unit or CCO</th>
<th>CL: Lease Commencement Date</th>
<th>CL: Right of Renewal</th>
<th>CL: Final Lease Expiry Date</th>
<th>CL: Annual Rent Amount (excluding GST)</th>
<th>Activity Status</th>
<th>RAG</th>
<th>Q1 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>1503</td>
<td>80 Hector Road: Great Barrier Island Community Heritage and Arts Village Trust</td>
<td>Renewal of ground lease</td>
<td>CF: Community Leases</td>
<td>1/6/2019</td>
<td>31/12/2024</td>
<td>$500.00</td>
<td>In progress</td>
<td>Green</td>
<td>Staff have undertaken preliminary discussions with the group. Site visit will be arranged in quarter two.</td>
<td></td>
</tr>
</tbody>
</table>
## Community Facilities: Build Maintain Renew Work Programme 2019 – 2022

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Activity Benefits</th>
<th>Further Decision Points</th>
<th>LB Plan Outcome</th>
<th>Lead Dept/ Unit or OOO</th>
<th>Timeframe</th>
<th>Budget Source</th>
<th>2019/2020</th>
<th>2020/2021</th>
<th>2021/2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>3128</td>
<td>Aotea Great Barrier Full Facilities maintenance contracts</td>
<td>The Full Facilities maintenance contracts include maintenance and repair of all assets across buildings, parks and open spaces, and sports fields, funded from local board budgets. These contractors also undertake coastal management and storm damage works, and upcoming town centre cleaning, street litter bin emptying, and vegetation clearance and berm mowing works, although these are funded from regional budgets. This activity and related budget also includes smaller built system contractions such as pool plant specialists and technical systems contractors.</td>
<td>With the maintenance contracts, local board assets are able to be maintained to the approved level of service. These contracts provide for required compliance tasks and scheduled activities including planned preventative maintenance to be completed, and for response to requests for maintenance. These contracts benefit all members of the public as local board assets are able to be fully utilised if they are fit for the intended purpose, and it offers better value to ratepayers as assets remain in service for their expected life.</td>
<td>No further decisions anticipated.</td>
<td>Our infrastructure is future-proofed</td>
<td>CF: Operations</td>
<td>Q1, Q2, Q3, Q4</td>
<td>ABS: Opex</td>
<td>$811,063</td>
<td>$27,294</td>
<td>$843,630</td>
</tr>
<tr>
<td>3213</td>
<td>Aotea Great Barrier - maintaining View Shafts programme 2019/2020</td>
<td>Maintaining view shafts across the island for views and safety.</td>
<td>Views on the island are maintained. A further workshop is anticipated to discuss additional view shafts in walkways. Our environment is protected and enhanced.</td>
<td></td>
<td></td>
<td>CF: Operations</td>
<td></td>
<td></td>
<td></td>
<td>$5,000</td>
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<tr>
<td>3623</td>
<td>Gulf Barrier development solar energy system incl. electric vehicle with infrastructure</td>
<td>Overview - Replace and upgrade council's solar energy system, introduce a PHEV (plug in hybrid electric vehicle) with associated charging infrastructure.</td>
<td>Improved sustainability measures in the local area. Ongoing decision making anticipated throughout the delivery of this initiative. Our infrastructure is future-proofed.</td>
<td>Not scheduled</td>
<td>CF - Project Delivery</td>
<td>ADR/Invesment</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>3668</td>
<td>Cemetery development including detailed design and resource consent</td>
<td>Prepare the proposed Cemetery development including detailed design and resource consent. This is a carry forward project, previously SharePoint ID #2872.</td>
<td>Our environment is protected and enhanced. Further decisions anticipated following resource consent decision. Our infrastructure is future-proofed.</td>
<td>0</td>
<td>CF - Project Delivery</td>
<td>LDI/ Capex</td>
<td>$110,000</td>
<td>$37,698</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>3626</td>
<td>Sheds to Over the Cliffs playground - design consent build</td>
<td>This is a carry forward project, previous SharePoint ID #2872.</td>
<td>Our environment is protected and enhanced. A further workshop is anticipated in quarter three to confirm the design.</td>
<td>0</td>
<td>CF - Project Delivery</td>
<td>LDI/ Capex</td>
<td>$0</td>
<td>$9,065</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>2919</td>
<td>General park assets - renew - FY18/20 - FY20/21 - Great Barrier</td>
<td>Renovate structures, footpaths, rangers and furniture in parks. Proposed sites currently under investigation, including for Parks: Harataanga Walkway, Fortuna Park, Tryphena Hall, Signage: Dolphins Bay Walkway, Island Bay Walkway, Medlands Beach. Toilets: Medlands Playground Reserve, Pa Point Reserve. FY18/19 - undertake investigation and scoping of options. FY20/21 - undertake physical works. This project will be unbundled for the physical works component. This will be confirmed once the investigation and design phase is complete. This is a multi-year funded project initiated in FY13/14 programme. Risk Adjusted Project (RAP)</td>
<td>Maintaining assets to maintain current service levels. Workshop is all identified and any further new sites with local board to seek direction prior to design and implementation.</td>
<td>$0</td>
<td>CF - Investigation and Design</td>
<td>ADR/Invesment</td>
<td>$0</td>
<td>$100,000</td>
<td>$50,000</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>3071</td>
<td>General park assets - renew - FY20/21 - FY21/22 - Great Barrier</td>
<td>Renovate structures, footpaths, rangers and furniture in parks. Proposed sites currently under investigation, including for Parks: Otaki Park, Otaki Arthaid. FY20/21 - undertake investigation and scoping of options. FY21/22 - undertake physical works. This project will be unbundled for the physical works component. This will be confirmed once the investigation and design phase is complete. This is a multi-year funded project initiated in FY20/21 programme. Risk Adjusted Project (RAP)</td>
<td>Maintaining assets to maintain current service levels. Workshop options are to be submitted to the local board to seek direction prior to implementation.</td>
<td>$0</td>
<td>CF - Investigation and Design</td>
<td>ADR/Invesment</td>
<td>$0</td>
<td>$25,000</td>
<td>$60,000</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>3600</td>
<td>Great Barrier - LDI Minor Capex Fund 2018/19</td>
<td>Local Improvement Projects (LIPs) funding to deliver minor capital projects throughout the financial year as approved in the monthly local board workshops.</td>
<td>Continued use of facility/parkasset. A further workshop is anticipated in quarter two to discuss proposed works. Our infrastructure is future-proofed.</td>
<td>0</td>
<td>CF - Investigation and Design</td>
<td>LDI/ Capex</td>
<td>$0</td>
<td>$20,000</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
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</table>
### Community Facilities: Build Maintain Renew Work Programme 2019 – 2022

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<tbody>
<tr>
<td>3669</td>
<td>Great Barrier - renew general park assets 2018-19</td>
<td>Renew structures, footpaths, and furniture in various parks (detail to be provided by end of calendar year). December 2018 - Addition of a new project. Scope - Renewal of the surface of the access track between Gooseneck Flat and Pa Beach. CMW have proposed a temporary creation of soil path or steps around 2m wide, and review of local road style of path before concrete renewed. Proposed by OCM, supported by Community Services and approved by the Local Board.</td>
<td>Maintaining current service levels=+on= No further decisions anticipated</td>
<td>Our people thrive and live is good</td>
<td>CF: Project Delivery</td>
<td>0</td>
<td>LDI: Capex</td>
<td>$8,460</td>
<td>$13,540</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$20,000</td>
<td></td>
</tr>
<tr>
<td>3671</td>
<td>Great Barrier Island Interpretive signage - stage two continuation</td>
<td>Great Barrier Island Interpretive signage - stage two continuation</td>
<td>Our environment is protected and enhanced</td>
<td>A further workshop is anticipated in quarter three.</td>
<td>Our environment is protected and enhanced</td>
<td>CF: Project Delivery</td>
<td>0</td>
<td>LDI: Capex</td>
<td>$14,155</td>
<td>$25,645</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$40,000</td>
</tr>
<tr>
<td>3028</td>
<td>Mulberry Grove - skate ramp - replacement</td>
<td>Replacement of the skate ramp (either as a skate ramp or other play items) at Mulbery Grove (or at a more appropriate location), which has failed with ongoing water tightening issues impacting the structural integrity. All design options to be reviewed with the local boards approval.</td>
<td>Improved open spaces for our community to enjoy</td>
<td>Workshop all design and location options with local board to seek direction prior to implementation</td>
<td>Our infrastructure is future-proofed</td>
<td>CF: Investigation and Design</td>
<td>Estimated Project Completion Date: June 2020</td>
<td>ABS: Capex - Renewals</td>
<td>$0</td>
<td>$100,000</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$100,000</td>
</tr>
<tr>
<td>3627</td>
<td>Oakai Park - pump track installation</td>
<td>Supply and installation of a modular style off the shelf pump track on compacted gravel.</td>
<td>Improved open spaces for our community to enjoy</td>
<td>Local Board to approve the colours of the track, and whether a local board logo is wanted to be included ASAP in May/June 2019</td>
<td>Our environment is protected and enhanced</td>
<td>CF: Project Delivery</td>
<td>0</td>
<td>LDI: Capex</td>
<td>$0</td>
<td>$60,000</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$80,000</td>
</tr>
<tr>
<td>2472</td>
<td>Pa Point - renew concrete steps</td>
<td>Renew the concrete steps at Pa Point Reserve. Remediation works undertaken by Council Operations will maintain the steps until FY21/22; renewal works are scheduled for this year.</td>
<td>Maintaining assets to maintain current service levels</td>
<td>Workshop all design and location options with local board to seek direction prior to implementation</td>
<td>Our infrastructure is future-proofed</td>
<td>CF: Project Delivery</td>
<td>Estimated Project Completion Date: June 2022</td>
<td>ABS: Capex - Renewals</td>
<td>$0</td>
<td>$0</td>
<td>$60,000</td>
<td>$0</td>
<td>$60,000</td>
<td></td>
</tr>
<tr>
<td>3670</td>
<td>Tryphena Coastal Trail directional signage - design</td>
<td>Tryphena Coastal Trail directional signage - design as per the concept plan. The scope of works includes 1. $20,000 for signage and walkway design, 2. $10,000 for moving the Gooseneck Flat walkway east to the beach and 3. $10,000 for steps to the beach by the stonewall at the school plan.</td>
<td>Our environment is protected and enhanced</td>
<td>A further workshop is anticipated in quarter three</td>
<td>Our environment is protected and enhanced</td>
<td>CF: Project Delivery</td>
<td>0</td>
<td>LDI: Capex</td>
<td>$8,100</td>
<td>$31,000</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$40,000</td>
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### Operating Performance financial summary

#### Operating Performance

<table>
<thead>
<tr>
<th>$(000's)</th>
<th>FY20 Quarter 1</th>
<th>FY20</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Actual</td>
<td>Revised Budget</td>
</tr>
<tr>
<td>Net operating expenditure</td>
<td>944</td>
<td>769</td>
</tr>
<tr>
<td>Operating revenue</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Community services</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Operating expenditure</td>
<td>946</td>
<td>791</td>
</tr>
<tr>
<td>Community services</td>
<td>658</td>
<td>492</td>
</tr>
<tr>
<td>Environmental services</td>
<td>12</td>
<td>16</td>
</tr>
<tr>
<td>Governance</td>
<td>276</td>
<td>276</td>
</tr>
<tr>
<td>Planning</td>
<td>0</td>
<td>7</td>
</tr>
</tbody>
</table>

Note: Includes Asset Based Services (ABS) and Locally Driven Initiatives (LDI)

#### Commentary

**Net operating expenditure** of $944,000 is over the first quarter year to budget by 20 percent.

**Operating Revenue**: Revenue generated through local activities in the Aotea/Great Barrier local board area during the first three months of the financial year 2019/2020 was $2,000. Two-thirds of the revenue was from library operations.

**Operating Expenditure** for the first quarter of the 2019/2020 financial year was $946,000, which was higher than the year to date budget by $155,000. Repairs and maintenance expenditure under the full facilities contract was $86,000 more than budget in the first three months of the current financial year. Over one of the wettest winters on record the contractor has been working through our tracks, clearing drains, pruning back tree and shrub growth in preparation for the warmer months. The first round of capital grants was expected and budgeted for in October. However, an earlier than expected capital grants round in September has caused an overspend in the first quarter, which will be corrected in the second quarter.

Majority of the **Locally driven initiatives** are in their planning phase. Delivery and spend will gain momentum as we progress through the financial year. A detailed table by project is provided in the next page.

During the first quarter of the 2019/2020 financial year, the board allocated $69,400 in local community grants from its LDI opex budget and $117,800 in capital grants. This leaves $45,600 in local community grants and $134,200 in capital grants for the remainder of the year. The board also has $8,600 in its community response fund.

The board carried forward $53,000 of their LDI opex budget from 2018/2019 to be delivered in 2019/2020.

*Net Operating Expenditure = Operating Expenditure – Operating Revenue*
### LDI Operating Expenditure – all projects

<table>
<thead>
<tr>
<th>Net Cost of Service</th>
<th>Year To Date ($000)</th>
<th>Full Year ($000)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Actual</td>
<td>Revised Budget</td>
</tr>
<tr>
<td>Accessway and linkages consultation</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>ACE LDI Staff allocation</td>
<td>22</td>
<td>22</td>
</tr>
<tr>
<td>ANZAC</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Capacity building programme</td>
<td>101</td>
<td>131</td>
</tr>
<tr>
<td>Community response operating fund</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Dark Sky sanctuary</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Empowered communities</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Grant to heritage and art village</td>
<td>15</td>
<td>15</td>
</tr>
<tr>
<td>Local community grants</td>
<td>91</td>
<td>58</td>
</tr>
<tr>
<td>Maori responsiveness</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Open Space management</td>
<td>2</td>
<td>18</td>
</tr>
<tr>
<td>View shaft extension</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Visitor maps printing</td>
<td>0</td>
<td>0</td>
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<tr>
<td><strong>Total Community services</strong></td>
<td>232</td>
<td>248</td>
</tr>
<tr>
<td>Biodiversity/biosecurity officer (part time)</td>
<td>11</td>
<td>11</td>
</tr>
<tr>
<td>Community pest co-ordinator</td>
<td>0</td>
<td>4</td>
</tr>
<tr>
<td>Ecological restoration in partnership with community</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Environmental Project Ambassador</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Pest management</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Waterways</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Weed and Pest management</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Environmental services</strong></td>
<td>11</td>
<td>15</td>
</tr>
<tr>
<td>Heritage Planning</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Locally Driven Initiatives (ATEED)</td>
<td>0</td>
<td>6</td>
</tr>
<tr>
<td><strong>Total Planning</strong></td>
<td>0</td>
<td>7</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>243</td>
<td>270</td>
</tr>
</tbody>
</table>
**Capital expenditure summary**

### Capital expenditure

<table>
<thead>
<tr>
<th>$(000's)</th>
<th>FY20 Quarter 1</th>
<th>FY20</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Actual</td>
<td>Revised</td>
</tr>
<tr>
<td>Capital expenditure</td>
<td>77</td>
<td>97</td>
</tr>
<tr>
<td>Community services</td>
<td>77</td>
<td>97</td>
</tr>
</tbody>
</table>

Note: Includes ABS and LDI

---

### Commentary

Capital expenditure in the Aotea/Great Barrier local board area during the first quarter of the financial year 2019/2020 has been $77,000, which was $20,000 less than the year to date capital budget of $97,000.

**Projects in progress:**

Mulberry Grove skate ramp replacement: Community Services are currently undertaking a review of the Mulberry Grove area including re-routing the road.

**Local Board Funded Capital Projects (LDI and LIPS):**

- Okiwi Park pump track installation: Design and quote for the pump track have been received. Expected delivery by early 2020.
- Claris Cemetery Development: Resource consent was recently granted and previously a change of land designation was granted. Trial of the shoring option is in progress, following which a final decision will be made on the design.
- Claris playground shade sail: Installation will be complete before summer 2019.
- Tryphena Coastal Trail directional signage and Great Barrier Island Interpretive signage projects are in progress.
## Capital Expenditure – all projects

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Year to Date ($000)</th>
<th>Full Year ($000)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Actual</td>
<td>Revised Budget</td>
</tr>
<tr>
<td>Local asset renewals programme</td>
<td>31</td>
<td>51</td>
</tr>
<tr>
<td>Local improvement projects (LIPS)</td>
<td>42</td>
<td>31</td>
</tr>
<tr>
<td>One Local Board Initiative (OLI)</td>
<td>4</td>
<td>10</td>
</tr>
<tr>
<td>Locally driven initiatives (LDI Capex)</td>
<td>0</td>
<td>4</td>
</tr>
<tr>
<td><strong>Total Community services</strong></td>
<td>77</td>
<td>97</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>77</td>
<td>97</td>
</tr>
</tbody>
</table>
Auckland Transport December 2019 update to the Aotea / Great Barrier Local Board

File No.: CP2019/19764

Te take mō te pūrongo
Purpose of the report
1. To provide an update to the Aotea / Great Barrier Local Board on transport related matters in their area including the Local Board Transport Capital Fund (LBTCF) and the local board’s Community Safety Fund.

Whakarāpopototanga matua
Executive summary
2. This report covers:
   - A general summary of operational projects and activities of interest to the local board
   - An update on the local board’s Transport Capital Fund and Community Safety Fund
   - Other Auckland Transport news of interest to the local board.

Ngā tūtohunga
Recommendations
That the Aotea / Great Barrier Local Board:

a) receive the Auckland Transport December 2019 update report.

b) request that Auckland Transport create a rough order of cost for the replacement of the two culverts (identified by Environmental Services as numbers 66 & 68) under Aotea Road with oversized box culverts.

Horopaki
Context
3. Auckland Transport is responsible for all of Auckland’s transport services, excluding state highways. We report on a monthly basis to local boards, as set out in our Local Board Engagement Plan.

4. This monthly reporting commitment acknowledges the important engagement role local boards play within the governance of Auckland on behalf of their local communities.

5. This report updates the Aotea / Great Barrier Local Board on Auckland Transport projects and operations in the local board area, it updates the local board on their advocacy and consultations and includes information on the status of the Local Board Transport Capital Fund and Community Safety Fund.

6. The Local Board Transport Capital Fund is a capital budget provided to all local boards by Auckland Council and delivered by Auckland Transport. Local boards can use this fund to deliver transport infrastructure projects that they believe are important but are not part of Auckland Transport’s work programme.

7. The Community Safety Fund was a capital budget established by Auckland Transport for use by local boards to fund local road safety initiatives. The purpose of this fund is to allow elected members to address long-standing local road safety issues that are not regional priorities and are therefore not being addressed by the Auckland Transport programme.
### Tātaritanga me ngā tohutohu
Analysis and advice

8. Report on Auckland Transport projects and activities:

<table>
<thead>
<tr>
<th>Activity</th>
<th>Summary</th>
<th>Update</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Airfields</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Claris – 925 aircraft movements recorded.</td>
<td>Installation TBA</td>
</tr>
<tr>
<td></td>
<td>Claris – New strobe approach lights on order from Australia. Stands and brackets to be fabricated on arrival by GBI Engineering.</td>
<td>2 – 5 December 2019</td>
</tr>
<tr>
<td></td>
<td>Claris - resurfacing of runway 10/28, taxiways and apron.</td>
<td></td>
</tr>
<tr>
<td><strong>Wharves</strong></td>
<td>Dinghy Rack at Tryphena / Shoal Bay – The team are getting confirmation from the stonemason when they can begin works.</td>
<td>Worked expected December / January 2020 TBC</td>
</tr>
<tr>
<td><strong>Karaka Bay Road - Issues with vehicles safely passing</strong></td>
<td>Initial plans for passing bays developed. Renewals and Maintenance Team have confirmed that further work is required on the designs.</td>
<td></td>
</tr>
<tr>
<td><strong>Road Sealing at Kaiaraara Road</strong></td>
<td>Local Board Transport Capital Fund project to seal a section of Kaiaraara Road. Auckland Transport's Renewals and Maintenance Team is funding approximately 50 per cent of the project.</td>
<td>Preparation works underway. Sealing is expected from the 9 December 2019</td>
</tr>
<tr>
<td><strong>Cowshed Bridge – river bank erosion around bridge</strong></td>
<td>Auckland Transport’s Structures Asset Management Team met with Auckland Transport’s consultants to initiate investigations issue and provide potential solutions. A Bailey Bridge was installed in October. The bridge will retained to allow safe access underneath the original bridge. Drilling investigations are required to establish the form of replacement. A hydrological study is to follow to determine bridge dimensions.</td>
<td>Have completed negotiations for drilling services which will commence first week in December 2019. Geotech data will inform design solution.</td>
</tr>
<tr>
<td><strong>Slips on Puriri Bay Road</strong></td>
<td>Discussions regarding consents have been held with Auckland Council. Proposed options currently been put forward for community and Iwi consultation. The results of liaison will then be incorporated into the consent application. Draft retrospective resource consent prepared with comments requested.</td>
<td>Projects presented to September 2019 Hui which deferred decisions to Ngati Wai and Ngati Rehua Iwi groups. Meeting to be arranged with both groups and new Project Manager.</td>
</tr>
<tr>
<td><strong>Slips on Aotea Road</strong></td>
<td>Consenting requirements prepared and documentation commencing. A programme of geotechnical investigations is currently being programmed for the larger slips.</td>
<td>Have completed negotiations for drilling services which will commence first week in December 2019. Geotech data will inform design solution.</td>
</tr>
<tr>
<td><strong>Subsidence on Shoal Bay Road at Pah Beach</strong></td>
<td>Holding remedial works are being priced by contractor. Further investigations are underway.</td>
<td>Have completed negotiations for drilling services which will commence first week in December 2019. Geotech</td>
</tr>
<tr>
<td>Item 22</td>
<td></td>
<td></td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td></td>
</tr>
<tr>
<td><strong>Community Shelters</strong></td>
<td>Report presented to local board on the status of “community shelters.” Auckland Transport has agreed to do a final round of repair to make shelters safe. This forms full and final settlement with regards to Auckland Transport’s involvement with these assets.</td>
<td></td>
</tr>
<tr>
<td><strong>Fish passage remediation</strong></td>
<td>Following site visits from Auckland Transport, Environmental Services and Healthy Waters, a prioritized short list of the top three priority sites for fish passage remediation has been developed. The advice as a result of this visit is that it will be necessary to replace key locations with oversize box culverts. Auckland Transport will ensure that future renewals accommodate this.</td>
<td></td>
</tr>
</tbody>
</table>

**Local Board Transport Capital Fund**

9. As of the new electoral term the total available to the local board is $687,898

10. The previous local board has requested Auckland Transport to investigate a rough order of cost for traffic calmer at Claris settlement.

**Community Safety Fund**

11. All the local boards have finalised their prioritised lists of projects, received rough orders of cost, and approved the allocation of funds. The programme in total now stands at just under 100 projects.

12. The local board resolved for Auckland Transport to deliver the remaining section of the Hector Sanderson walkway. This is project 540 from the Aotea / Great Barrier Local Board Transport Capital Fund.

13. Now that we have all the projects confirmed, Auckland Transport’s programme manager is finalising procurement for design work on all the projects. A project manager from Auckland Transport will be visiting the island in early December 2019 to conduct site visits.

**Tauākī whakaaweawe āhuarangi**

**Climate impact statement**

14. Auckland Transport is committed to minimising the negative effects that transport operations have on climate change. This includes encouraging emission neutral modes (walking & cycling) and low emission modes (public transport & ride sharing).

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

**Council group impacts and views**

15. The impact of the information in this report is confined to Auckland Transport and does not impact on other parts of the council group. Any engagement with other parts of the council group will be carried out on an individual project basis.

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

**Local impacts and local board views**

16. The proposed decision of receiving the report has no local, sub-regional or regional impacts.
17. Auckland Transport attended workshops on 19 November 2019 with the local board.

**Tauākī whakaaweawe Māori**

Māori impact statement

18. The proposed decision of receiving the report has no impacts or opportunities for Māori. Any engagement with Māori, or consideration of impacts and opportunities, will be carried out on an individual project basis.

**Ngā ritenga ā-pūtea**

Financial implications

19. The proposed decision of receiving the report has no financial implications.

**Ngā raru tūpono me ngā whakamaurutanga**

Risks and mitigations

20. The proposed decision of receiving the report has no risks. Auckland Transport has risk management strategies in place for all of their projects.

**Ngā koringa ā-muri**

Next steps

21. Auckland Transport will provide another update report to the local board at their next business meeting.

**Ngā tāpirihanga**

Attachments

There are no attachments for this report.

**Ngā kaihaina**

Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Ben Halliwell – Auckland Transport Elected Member Relationship Manager</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Jonathan Anyon – Auckland Transport Elected Member Relationship Team Manager Helgard Wagener - Relationship Manager - Aotea / Great Barrier and Waiheke</td>
</tr>
</tbody>
</table>
Te take mō te pūrongo

Purpose of the report

1. To note the formal feedback submitted by the Aotea / Great Barrier Local Board on the following:
   - Te Koiroa O Te Koiora – Our Shared Vision for Living with Nature.

Whakarāpopototanga matua

Executive summary

2. The Aotea / Great Barrier Local Board provides its formal feedback on several Auckland Council and Council-Controlled Organisations’ (CCOs) regional plans, strategies and policies.

3. In September 2019, the local board submitted its formal feedback on the Te Koiroa O Te Koiora – Our Shared Vision for Living with Nature.

4. A copy of the Aotea / Great Barrier Local Board's formal feedback on the Te Koiroa O Te Koiora – Our Shared Vision for Living with Nature, is appended to this report under Attachment A.

Te tūtohunga

Recommendation

That the Aotea / Great Barrier Local Board:

a) note its formal feedback on Te Koiroa O Te Koiora – Our Shared Vision for Living with Nature, as detailed in Attachment A.

Ngā tāpirihanga

Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1</td>
<td>Aotea / Great Barrier Local Board formal feedback on the Te Koiroa O Te Koiora – Our Shared Vision for Living with Nature</td>
<td>135</td>
</tr>
</tbody>
</table>

Ngā kaihaina

Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Michael Mendoza - Democracy Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authoriser</td>
<td>Helgard Wagener - Relationship Manager – Aotea / Great Barrier and Waiheke</td>
</tr>
</tbody>
</table>
Aotea / Great Barrier Local Board feedback on Te Kohoroa O Te Kohora – our shared vision for living with nature

Context

- Aotea Great Barrier Island lies 90km east of Auckland City in the Hauraki Gulf and is Auckland Council’s most remote and isolated area.
- Over 80% of the island is Department of Conservation (DoC) estate; 43% of which is the Aotea Conservation Park.
- Aotea Great Barrier Local Board Plan 2017 has an outcome where ‘Our environment is protected and enhanced’
- ‘Aotea Great Barrier Island: A world of its own, where people and place are woven in a tapestry of ecological richness’ - Aotea Great Barrier Island Ecology Vision statement 2016
- The island is free of possums and mustelids.
- Aotea is home to many of New Zealand’s endemic species including Chevron skink, Hochstetter’s frog, Black petrel, Paua slug and smaller banded Dotterel.

Feedback

1. Aotea / Great Barrier Local Board fully endorses Auckland Council’s comprehensive draft submission.

2. Aotea / Great Barrier Local Board supports the overarching intent of the Department of Conservation’s biodiversity strategy.

3. Despite the existence of Hauraki Gulf Marine Park Act, SeaChange - Tai Timu Tai Pari (Hauraki Gulf Marine Spatial Plan) and the Hauraki Gulf Forum the biodiversity of the Hauraki Gulf continues to decline at an alarming rate. We would like to see more in the vision concerning the marine environment including more support for the above listed plans and an acknowledgment that we should be striving for levels of biodiversity abundance and not just levels of species sustainability.

4. Aotea Great Barrier Island has its own community-led Ecology Vision. We currently support many biodiversity, biosecurity, social science and education programmes. We would like to note our concern for the lack of detail for resourcing in the discussion document.
Local Board Correspondence for the period September - November 2019

File No.: CP2019/19870

Te take mō te pūrongo
Purpose of the report
1. To inform the Aotea / Great Barrier Local Board of key correspondences sent and received during the September - November 2019 period.

Whakarāpopototanga matua
Executive summary
2. Two correspondences have been received on behalf of the local board during the September – November 2019 period.
3. The first correspondence, dated 25 September 2019, was received from the Great Barrier Island Golf Club, and is appended to this report under Attachment A.
4. The second correspondence, dated 20 November 2019, was received from The North Barrier Residents and Ratepayers Association Incorporated, and is appended to this report under Attachment B.

Te tūtohunga
Recommendation
That the Aotea / Great Barrier Local Board:

a) note the correspondence received during the September – November 2019 period:
   i) Letter from the Great Barrier Island Golf Club, dated 25 September 2019;

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Letter - Great Barrier Island Golf Club</td>
<td>139</td>
</tr>
<tr>
<td>B</td>
<td>Letter - The North Barrier Residents and Ratepayers Association</td>
<td>141</td>
</tr>
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</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Michael Mendoza - Democracy Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authoriser</td>
<td>Helgard Wagener - Relationship Manager – Aotea / Great Barrier and Waiheke</td>
</tr>
</tbody>
</table>
25th September 2019
Aotea Local Board

Dear Izzy,
Please convey our thanks to the members of the Aotea Local board for the recent Grant towards our Toilet block and storage project.

We now have $100,300 in Grants towards the estimated cost of $163,000, of which the local board have generously granted $60,000.

We intend to ask the members at our AGM to approve using some of our Capital investment funds to go towards this project, as we still have a Budgeted shortfall.

On behalf of the Members and Committee
Many thanks again

Malcolm Harré
Mark Durling
Noel Nancekivell
Mick Butterworth
Don Prince
Chris Walker
The North Barrier Residents and Ratepayers Association (Inc.)

The Secretary
Box 47, Okiwi Post
Great Barrier Island
20.11.2019

The GBI Local Board

Dear Izzy,
Clearly these are early days in the re-education of the public and visitors as to rubbish management and re-cycling. However the Committee wishes to address a number of points regarding rubbish issues developing at Port FitzRoy:

(a) Orange rubbish bags, collections of recyclables and cardboard are being regularly left at the roadside and at the old collection point by the launching ramp at Port FitzRoy wharf, probably by boaties but not exclusively.

(b) We are aware that under the terms of their contract Aotea Contractors will respond within 24hrs to this illegally dumped rubbish. However we see this pattern continuing and growing in volume as visitor numbers increase into summer. Although the planned pop-up rubbish truck will deal with the peak activity we envisage a return to this problem after that period.

(c) We appreciate that the provision of containers and receptacles for this rubbish will create a pattern of use, however we are concerned that this illegally dumped rubbish is not always contained and by wind and abuse is being strewn about. Perhaps containers may be the lesser of the two evils.

(c) We understand that Council will endeavour to track and identify sources of illegally dumped rubbish and communicate with the perpetrators – is this correct and if so, has this process been initiated?

We trust that practical solutions to these issues can be worked through for the betterment of all concerned.

For the Committee
David Speir
Secretary
Te take mō te pūrongo

Purpose of the report

1. To present the Aotea / Great Barrier Local Board with its updated governance forward work calendar.

Whakarāpopototanga matua

Executive summary

2. The Aotea / Great Barrier Local Board Governance Forward Work Calendar 2019 - 2022 is appended to the report as Attachment A. The calendar is updated monthly, reported to business meetings and distributed to council staff for reference and information only.

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.

Te tūtohunga

Recommendation

That the Aotea / Great Barrier Local Board:

a) receive its Governance Forward Work Calendar for the political term 2019 - 2022 dated December 2019.

Ngā tāpirihanga

Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Aotea / Great Barrier Local Board governance forward work calendar - December 2019.</td>
<td>145</td>
</tr>
</tbody>
</table>

Ngā kaihaina

Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Michael Mendoza - Democracy Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authoriser</td>
<td>Helgard Wagener - Relationship Manager – Aotea / Great Barrier and Waiheke</td>
</tr>
</tbody>
</table>
### Great Barrier Local Board

#### Governance forward work calendar - December 2019

<table>
<thead>
<tr>
<th>Meeting</th>
<th>Date</th>
<th>Topic</th>
<th>Governance Role</th>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business meeting</td>
<td>October/ November</td>
<td>First business meeting reports</td>
<td>Local decision-making</td>
<td>Formal adoption</td>
</tr>
<tr>
<td>Workshop</td>
<td>November</td>
<td>Annual Planning (LBWP and LBA) Workshop 1 - direction setting</td>
<td>Setting direction / priorities / budget</td>
<td>Define board position and feedback</td>
</tr>
<tr>
<td>Workshop</td>
<td>November</td>
<td>Annual Planning (LBA) Workshop 2 - consultation material</td>
<td>Engagement</td>
<td>Confirm priorities</td>
</tr>
<tr>
<td>Workshop</td>
<td>November</td>
<td>Local Board Plans 2020</td>
<td>Engagement</td>
<td>Define opportunities / potential approach</td>
</tr>
<tr>
<td>Business meeting</td>
<td>November</td>
<td>Auckland Council Elected Member Expenses Policy</td>
<td>Input to regional decision-making</td>
<td>Define board position and feedback</td>
</tr>
<tr>
<td>Extraordinary business meeting</td>
<td>Early December</td>
<td>Agree consultation material</td>
<td>Engagement</td>
<td>Confirm priorities</td>
</tr>
<tr>
<td>Workshop</td>
<td>December</td>
<td>Project 17 full facilities contracts review</td>
<td>Input to regional decision-making</td>
<td>Define board position and feedback</td>
</tr>
<tr>
<td>Workshop</td>
<td>February/March</td>
<td>Auckland Waters Strategy - workshop on public feedback and draft strategy</td>
<td>Input to regional decision-making</td>
<td>Define board position and feedback</td>
</tr>
<tr>
<td>Business meeting</td>
<td>February</td>
<td>P17 Full Facilities contracts review</td>
<td>Input to regional decision-making</td>
<td>Define board position and feedback</td>
</tr>
<tr>
<td>Business meeting</td>
<td>February</td>
<td>Inter-regional Marine Pest Pathway Management Plan (for interested local boards)</td>
<td>Input to regional decision-making</td>
<td>Define board position and feedback</td>
</tr>
<tr>
<td>Business meeting</td>
<td>February</td>
<td>Auckland Climate Action Framework</td>
<td>Input to regional decision-making</td>
<td>Define board position and feedback</td>
</tr>
</tbody>
</table>
## Great Barrier Local Board Governance Forward Work Calendar - December 2019

<table>
<thead>
<tr>
<th>Meeting</th>
<th>Date</th>
<th>Topic</th>
<th>Governance Role</th>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>Workshop</td>
<td>March</td>
<td>Thriving Communities Action Plan (Mar-Apr)</td>
<td>Input to regional decision-making</td>
<td>Define board position and feedback</td>
</tr>
<tr>
<td>Workshop</td>
<td>March</td>
<td>Gambling Policy Review</td>
<td>Input to regional decision-making</td>
<td>Define board position and feedback</td>
</tr>
<tr>
<td>Workshop</td>
<td>March</td>
<td>Age-friendly City</td>
<td>Input to regional decision-making</td>
<td>Define board position and feedback</td>
</tr>
<tr>
<td>Business meeting</td>
<td>March</td>
<td>Open Space Management Framework (2020 tbc, no date set)</td>
<td>Input to regional decision-making</td>
<td>Define board position and feedback</td>
</tr>
<tr>
<td>Business meeting</td>
<td>March/April</td>
<td>Signage Bylaw 2015 (March-April)</td>
<td>Input to regional decision-making</td>
<td>Define board position and feedback</td>
</tr>
</tbody>
</table>
Te take mō te pūrongo

Purpose of the report

1. To note the Aotea / Great Barrier Local Board proceedings taken at the workshops held on 22 and 30 October 2019 and 5, 12 and 19 November 2019.

Whakarāpopototanga matua

Executive summary

2. Under section 12.1 of the current Standing Orders of the Aotea / Great Barrier Local Board, workshops convened by the local board shall be closed to the public. However, the proceedings of every workshop shall record the names of members attending and a statement summarising the nature of the information received, and nature of matters discussed.

3. The purpose of the local board’s workshops are for the provision of information and local board members discussion. No resolutions or formal decisions are made during the local board’s workshops.

4. The record of proceedings for the local board’s workshops held on 22 and 30 October 2019 and 5, 12 and 19 November 2019 are appended to the report.

Te tūtohunga

Recommendation

That the Aotea / Great Barrier Local Board:

a) note the record of proceedings for the local board workshops held on 22 and 30 October 2019 and 5, 12 and 19 November 2019.

Ngā tāpirihanga

Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Aotea/Great Barrier Local Board Workshop Record - 22 October 2019</td>
<td>149</td>
</tr>
<tr>
<td>B</td>
<td>Aotea/Great Barrier Local Board Workshop Record - 30 October 2019</td>
<td>151</td>
</tr>
<tr>
<td>C</td>
<td>Aotea/Great Barrier Local Board Workshop Record - 5 November 2019</td>
<td>153</td>
</tr>
<tr>
<td>D</td>
<td>Aotea/Great Barrier Local Board Workshop Record - 12 November 2019</td>
<td>155</td>
</tr>
<tr>
<td>E</td>
<td>Aotea/Great Barrier Local Board Workshop Record - 19 November 2019</td>
<td>157</td>
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</tbody>
</table>

Ngā kaihaina

Signatories

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<td>Helgard Wagener - Relationship Manager – Aotea / Great Barrier and Waiheke</td>
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</tbody>
</table>
# Aotea / Great Barrier Local Board Workshop Record

Workshop record of the Aotea / Great Barrier Local Board held in Aotea / Great Barrier Local Board office, 81 Hector Sanderson Rd, Claris, Great Barrier Island on Tuesday 22 October 2019, commencing at 9.00am.

## PRESENT

**Chairperson:** Izzy Fordham  
**Members:** Luke Coles, Sue Daly, Patrick O’Shea  
**Apologies:** Valmaine Toki  
**Also present:** Jacqui Fyers, Helgard Wagener, Kathy Cumming and Cushla Buchanan

<table>
<thead>
<tr>
<th>Workshop Item</th>
<th>Governance role</th>
<th>Summary of Discussions</th>
</tr>
</thead>
</table>
| 1. Welcome / Admin and Hearing From You  
  Helgard Wagener  
  Jacqui Fyers  
  Kathy Cumming  
  Cushla Buchanan | | Welcome and introduction of individual board members, Local Board Services staff, Strategic Broker and Manager – Great Barrier Island Service centre. |
| 2. Working Together  
  Helgard Wagener  
  Jacqui Fyers | Keeping informed, Setting direction, priorities and budgets. | Board members shared their ideas, thoughts and reflections on what worked well and did not work well during the last term and for the new term. |
| 3. Work Practices  
  Helgard Wagener  
  Jacqui Fyers | | Board members agreed on work practices, council business days such workshops and business meetings, portfolio and project leads and board appointments to outside organisations. |
| 4. Electing a Chairperson and Questions  
  Helgard Wagener  
  Jacqui Fyers | | Board members expressed their interest for the chairperson and deputy chairperson roles. |

The workshop concluded at 4.00pm.
Aotea / Great Barrier Local Board Workshop Record

Workshop record of the Aotea / Great Barrier Local Board held in Aotea / Great Barrier Local Board office, 81 Hector Sanderson Rd, Claris, Great Barrier Island on Wednesday 30 October 2019, commencing at 9.00am.

PRESENT
Chairperson: Izzy Fordham
Members: Luke Coles, Sue Daly, Patrick O’Shea, Valmaine Toki
Also present: Jacqui Fyers, Helgard Wagener, Kathy Cumming, Meredith Webb, Annabelle Skadiang, Katy Bexley, Stephanie Wright, Kim Bellingham, Fiona Morris

By Skype: Michael Mendoza, Jamie Emmens and Rama Ormsby

<table>
<thead>
<tr>
<th>Workshop Item</th>
<th>Governance role</th>
<th>Summary of Discussions</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Board member discussion and summary of work practices workshop</td>
<td>Jacqui Fyers</td>
<td>Discussions were on the board’s work practices for the term.</td>
</tr>
<tr>
<td>2. Inaugural ceremony run-through</td>
<td>Helgard Wagener, Jacqui Fyers, Michael Mendoza (skype), Jamie Emmens (skype), Kathy Cumming, Rama Ormsby (skype)</td>
<td>Keeping informed Setting direction, priorities and budgets. Staff spoke about the inaugural ceremony – timings, venue, catering, official photos, and special guests and the procedure of the meeting.</td>
</tr>
<tr>
<td>3. Legal context and decision making overviews</td>
<td>Meredith Webb, Annabelle Skadiang, Katy Bexley, Stephanie Wright, Kim Bellingham, Fiona Morris, Jamie Emmens (skype)</td>
<td>Staff from Auckland Council’s Public Law team, Legal Services spoke through the presentation entitled “Good governance: the legal framework.”</td>
</tr>
</tbody>
</table>
### Workshop Item

<table>
<thead>
<tr>
<th>Workshop Item</th>
<th>Governance role</th>
<th>Summary of Discussions</th>
</tr>
</thead>
<tbody>
<tr>
<td>4. Intro to Aotea / Great Barrier</td>
<td>Keeping informed</td>
<td>Staff presented the FY2019/2020 Aotea / Great Barrier Local Board work programme.</td>
</tr>
<tr>
<td>work programme</td>
<td>Setting direction, priorities and budgets.</td>
<td></td>
</tr>
<tr>
<td>Jacqui Fyers</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The workshop concluded at 3.00pm.
Aotea / Great Barrier Local Board Workshop Record

Workshop record of the Aotea / Great Barrier Local Board held in Aotea / Great Barrier Local Board office, 81 Hector Sanderson Rd, Claris, Great Barrier Island on Tuesday 5 November 2019, commencing at 9.00am.

PRESENT
Chairperson: Izzy Fordham
Members: Luke Coles, Sue Daly, Patrick O’Shea, Valmaine Toki
Also present: Jacqui Fyers, Helgard Wagemer, Jestine Joseph, Melanie Thornhill, Sean West, Gonzalo Mendez, Kevin Sun, Jamie Emmens, Dee Sims, Kathy Cumming

*By Skype:* Andrew Duncan

<table>
<thead>
<tr>
<th>Workshop Item</th>
<th>Governance role</th>
<th>Summary of Discussions</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Finance update</td>
<td>Jestine Joseph</td>
<td>The lead financial advisor spoke through the “Local Board Financial Support” presentation.</td>
</tr>
<tr>
<td>2. Targeted rates discussion</td>
<td>Andrew Duncan (skype)</td>
<td>Setting direction, priorities and budgets.</td>
</tr>
<tr>
<td>3. Technology Deployment</td>
<td>Melanie Thornhill, Sean West, Gonzalo Mendez, Kevin Sun, <em>in attendance:</em> Jamie Emmens</td>
<td>Local Board members and staff in attendance talked about rates.</td>
</tr>
<tr>
<td>3. Technology Deployment</td>
<td></td>
<td>Two sessions were held on the day to provide the local board members support in setting up their technology requirements for core council business use.</td>
</tr>
<tr>
<td>Workshop Item</td>
<td>Governance role</td>
<td>Summary of Discussions</td>
</tr>
<tr>
<td>---------------</td>
<td>----------------</td>
<td>-----------------------</td>
</tr>
<tr>
<td>Dee Sims</td>
<td>Setting direction, priorities and budgets.</td>
<td></td>
</tr>
<tr>
<td>In attendance: Kathy Cumming</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. Board member discussion</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The workshop concluded at 4:30pm.
Workshop record of the Aotea / Great Barrier Local Board held in Claris conference centre, 19 Whangaparapara Road, Claris, Aotea / Great Barrier Island on Tuesday 12 November 2019, commencing at 9.00am.

**PRESENT**

**Chairperson:** Izzy Fordham  
**Members:** Luke Coles, Sue Daly, Patrick O’Shea, Valmaine Toki  
**Also present:** Jacqui Fyers, Helgard Wagener, Jestine Joseph, Kathy Cumming, Miriana Knox, Rodney Klaassen, Jody Morley, Pippa Sommerville, Cushla Buchanan, Jan Ramp  

_By Skype:_ Katrina Morgan, Gary Wilton, Marcel Morgan, Michael Cairns,

<table>
<thead>
<tr>
<th>Workshop Item</th>
<th>Governance role</th>
<th>Summary of Discussions</th>
</tr>
</thead>
</table>
| 1. Board member discussion  
Confidentiality and Elected Member Code of Conduct Overview  
Jacqui Fyers | Keeping informed | Staff discussed the Auckland Council’s confidentiality and the Code of Conduct: Elected Members |
| 2. Annual Budget (LBWP/LBA) workshop 1  
Jestine Joseph  
Kathy Cumming  
Miriana Knox  
Rodney Klaassen  
Katrina Morgan (skype)  
Jody Morley  
Pippa Sommerville | Setting direction, priorities and budgets. | Staff in attendance presented their department’s proposed local board work programme for FY 2020/2021. Further discussions were on annual planning: local board agreement and work programme process. |
<table>
<thead>
<tr>
<th>Workshop Item</th>
<th>Governance role</th>
<th>Summary of Discussions</th>
</tr>
</thead>
<tbody>
<tr>
<td>3. Community Facilities and Parks update</td>
<td>Keeping informed</td>
<td>Staff gave the board an update on the following:</td>
</tr>
<tr>
<td>Rodney Klaassen</td>
<td>Setting direction, priorities and budgets.</td>
<td>a. Operational Maintenance</td>
</tr>
<tr>
<td>Katrina Morgan (skype)</td>
<td></td>
<td>b. Claris Cemetery. Shoring trial results</td>
</tr>
<tr>
<td>Jody Morley</td>
<td></td>
<td>c. Tryphena Coastal Trail directional signage</td>
</tr>
<tr>
<td>Michael Cairns (skype)</td>
<td></td>
<td>d. Interpretation signage and QR codes project</td>
</tr>
<tr>
<td>Cushla Buchanan</td>
<td></td>
<td>e. Visitor maps</td>
</tr>
<tr>
<td>Pippa Sommerville</td>
<td></td>
<td>f. Claris shade sail/Pump track updates</td>
</tr>
<tr>
<td>Jan Ramp</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gary Wilton (skype)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Marcel Morgan (skype)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The workshop concluded at 4.00pm.
Aotea / Great Barrier Local Board Workshop Record

Workshop record of the Aotea / Great Barrier Local Board held in Aotea / Great Barrier Local Board office, 81 Hector Sanderson Rd, Claris, Great Barrier Island on Tuesday 19 November 2019, commencing at 9.00am.

PRESENT
Chairperson: Izzy Fordham
Members: Luke Coles, Sue Daly, Patrick O’Shea, Valmaine Toki
Also present: Jacqui Fyers, Helgard Wagener, Ben Halliwell, Richard la Ville, Kathy Cumming

By Skype: Dee Sims (Skype)

<table>
<thead>
<tr>
<th>Workshop Item</th>
<th>Summary of Discussions</th>
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</tr>
</thead>
<tbody>
<tr>
<td>1. Board member discussion</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Auckland Transport</td>
<td>Staff provided the board an update on transport projects and issues on the island.</td>
<td></td>
</tr>
<tr>
<td>Ben Halliwell</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Richard la Ville</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Annual budget and parks projects review</td>
<td>Discussions were on the annual budget and the parks project review.</td>
<td>Keeping Informed</td>
</tr>
<tr>
<td>Jacqui Fyers</td>
<td></td>
<td>Setting direction, priorities and budgets.</td>
</tr>
<tr>
<td>4. LBP introduction</td>
<td>Staff spoke through the “Local Board Plans 2020” presentation.</td>
<td></td>
</tr>
<tr>
<td>Jacqui Fyers</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Attending: Kathy Cumming</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. Engagement overview</td>
<td>Staff presented the Aotea / great barrier Local Board engagement strategy 2019 – 2022.</td>
<td></td>
</tr>
<tr>
<td>Jacqui Fyers</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Attending: Kathy Cumming</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dee Sims (Skype)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The workshop concluded at 4.00pm.