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

**Date:**    Thursday, 5 December 2019  
**Time:**    6:00pm  
**Meeting Room:**  Manurewa Local Board Office  
**Venue:**  7 Hill Road  
            Manurewa

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**Manurewa Local Board**  
**OPEN AGENDA**

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**MEMBERSHIP**

Chairperson    Joseph Allan  
Deputy Chairperson    Melissa Atama  
Members    Anne Candy  
            Tabetha Gorrie  
            Rangi McLean  
            Glenn Murphy  
            Ken Penney  
            Dave Pizzini

(Quorum 4 members)

---

Rohin Patel  
Democracy Advisor - Manurewa

29 November 2019

Contact Telephone: 021 914 618  
Email. rohin.patell@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.
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<td>Manurewa Local Board Governance Forward Work Calendar - December 2019</td>
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<tr>
<td>31</td>
<td>Consideration of Extraordinary Items</td>
<td></td>
</tr>
</tbody>
</table>
1 Welcome

A board member will lead the meeting in prayer.

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 Manurewa Local Board:

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

5 Leave of Absence

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

6 Acknowledgements

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

7 Petitions

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

8 Deputations

Standing Order 7.7 provides for deputations. Those applying for deputations are required to give seven working days notice of subject matter and applications are approved by the Chairperson of the Manurewa 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.

8.1 Deputation - Wattle Downs Residents Association

Te take mō te pūrongo

Purpose of the report

1. David Hopkins, Chair of the Wattle Downs Residents Association will request the local board achieve best practice in stormwater management for Wattle Downs and Manurewa.
Ngā tūtohunga
Recommendation/s
That the Manurewa Local Board:

a) thank David Hopkins for his attendance and presentation.

9 Public Forum

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

9.1 Public Forum - Quentin Inston

Te take mō te pūrongo
Purpose of the report
1. Quentin Inston would like to speak to the board about trucks parking outside Weymouth Primary School.

Ngā tūtohunga
Recommendation/s
That the Manurewa Local Board:

a) thank Quentin Inston for his attendance and presentation.

9.2 Public Forum - Florence Korokoro

Te take mō te pūrongo
Purpose of the report
1. Florence Korokoro would like to speak to the board about imposing a liquor ban at the end of Greers Road Foreshore, Weymouth.

Ngā tūtohunga
Recommendation/s
That the Manurewa Local Board:

a) thank Florence Korokoro for her attendance and presentation.
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.”
Governing Body Members' Update

File No.: CP2019/19863

Te take mō te pūrongo
Purpose of the report
1. To provide an opportunity for the local ward area Governing Body Members to update the local board on Governing Body issues they have been involved with since the previous local board meeting.

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

Ngā tūtohunga
Recommendation/s
That the Manurewa Local Board:

a) receive verbal updates from Governing Body Members Angela Dalton and Daniel Newman.

Ngā tāpirihanga
Attachments
There are no attachments for this report.

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Rohin Patel - Democracy Advisor - Manurewa</th>
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<tbody>
<tr>
<td>Authoriser</td>
<td>Sarah McGhee - Acting Relationship Manager Manurewa &amp; Papakura</td>
</tr>
</tbody>
</table>
Members' Update

File No.: CP2019/19746

Te take mō te pūrongo
Purpose of the report
1. To provide an opportunity for members to update the Manurewa Local Board on matters they have been involved in over the last month.

Whakarāpopototanga matua
Executive summary
2. An opportunity for members of the Manurewa Local Board to give a verbal update on their activities for the month.

Ngā tūtohunga
Recommendation/s
That the Manurewa Local Board:
  a) receive the verbal update from members.

Ngā tāpirihanga
Attachments
There are no attachments for this report.

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Rohin Patel - Democracy Advisor - Manurewa</th>
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</thead>
<tbody>
<tr>
<td>Authoriser</td>
<td>Sarah McGhee - Acting Relationship Manager Manurewa &amp; Papakura</td>
</tr>
</tbody>
</table>
Chairperson's Update
File No.: CP2019/19747

Te take mō te pūrongo
Purpose of the report
1. To provide an opportunity for the Manurewa Local Board Chairperson to update the local board on issues he has been involved in.

Whakarāpopototanga matua
Executive summary
2. An opportunity for the Manurewa Local Board Chairperson to update the local board on his activities over the last month.

Ngā tūtohunga
Recommendation/s
That the Manurewa Local Board:
a) receive the verbal report from the Manurewa Local Board Chairperson.

Ngā tāpirihanga
Attachments
There are no attachments for this report.

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Rohin Patel - Democracy Advisor - Manurewa</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authoriser</td>
<td>Sarah McGhee - Acting Relationship Manager Manurewa &amp; Papakura</td>
</tr>
</tbody>
</table>
Auckland Transport December 2019 report to the Manurewa Local Board

File No.: CP2019/20501

Te take mō te pūrongo
Purpose of the report
1. To receive the Auckland Transport report to the Manurewa Local Board for December 2019.

Whakarāpopototanga matua
Executive summary
2. Each month, Auckland Transport provides an update to the Manurewa Local Board on transport-related matters, relevant consultations in its area, Local Board Transport Capital Fund (LBTCF) projects and decisions of Auckland Transport's Traffic Control Committee.
3. Auckland Transport's monthly update is attached to this report

Ngā tūtohunga
Recommendation/s
That the Manurewa Local Board:

a) receive the Auckland Transport December 2019 update report.

Ngā tāpirihanga
Attachments

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<th>No.</th>
<th>Title</th>
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<td>17</td>
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</tbody>
</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Rohin Patel - Democracy Advisor - Manurewa</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authoriser</td>
<td>Manoj Ragupathy - Relationship Manager Manurewa &amp; Papakura</td>
</tr>
</tbody>
</table>
Auckland Transport update to the Manurewa Local Board - December 2019

Te take mō te pūrongo

Purpose of the report
1. To provide an update to the Manurewa Local Board on transport-related matters in its area, including Local Board Transport Capital Fund (LBTCF) projects.

Whakarāpopototanga matua

Executive summary
2. A decision is not required this month - this report is the first one of this electoral term. The report contains information about the following:
   - locally Information about the Local Board Transport Capital Fund (LBTCF).
   - Information about Auckland Transport regional projects and activities.

Ngā tūtohunga

Recommendation/s
That the Manurewa Local Board:
   a) receive the Auckland Transport December 2019 monthly update report.

Horopaki

Context
3. This report addresses transport-related matters in the board’s area and includes information on the status of the Local Board Transport Capital Fund and the fund’s projects.
4. The LBTCF is a capital budget provided to all local boards by Auckland Council and delivered by Auckland Transport (AT). 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.
5. Any LBTCF projects selected must be safe, must not impede network efficiency, and must be located in the road corridor or on land controlled by Auckland Transport (though projects running through parks can be considered if there is a transport outcome).
6. Auckland Transport is responsible for all of Auckland’s transport services, excluding state highways. AT reports on a monthly basis to local boards, as set out in the Local Board Engagement Plan. This monthly reporting commitment acknowledges the important engagement role local boards play within and on behalf of their local communities.
Tātaritanga me ngā tohutohu
Analysis and advice

This section of the report contains information about local projects, issues and initiative. It provides summaries of the detailed advice and analysis provided to the local board during workshops and briefings.

Local Board Transport Capital Fund

7. The LBTCF is a capital budget provided to all local boards by Auckland Council and delivered by AT. 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. Projects must also:

- Be safe
- Not impede network efficiency
- Be in the road corridor (although projects running through parks may be considered if they support a transport outcome).

8. The fund is designed to allow local boards to build transport focused local improvements in their areas.

9. In this 2019-2022 electoral term, the local board has approx. $3.66 million of LBTCF to spend.

<table>
<thead>
<tr>
<th>Unallocated Funds 2019/20</th>
<th>2020/21</th>
<th>2021/22</th>
<th>2022/23</th>
<th>Total $ available to New Boards</th>
<th>Minimum $ that must be allocated by 30 June 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>234,803</td>
<td>1,142,197</td>
<td>1,142,197</td>
<td>1,142,197</td>
<td>3,661,394</td>
<td>1,377,000</td>
</tr>
</tbody>
</table>

10. Auckland Transport encourages all local boards to maximise the use of their allocated funding and has established a timeline for the board to use for identification, investigation and delivery of projects.

11. The timeline is listed below:

- In February 2020 Auckland Transport will workshop an initial list of potential projects with the local board providing local board members an opportunity to identify possible projects.
- In March 2020 Auckland Transport will workshop the projects identified with the local board again and confirm a list for further investigation and an assessment of cost.
- At the March 2020 local board meeting Auckland Transport will request resolutions from the local board formally requesting development of a scope and/or a rough order of cost (ROC) for the projects identified at the workshop.
- During May and June 2020 Auckland Transport will provide costs and feedback on the projects. This information can be used by the local board to prioritise the projects and to allocate funds based on quality advice. Workshops will be scheduled to discuss this information and support the local board’s decision-making.
- In June 2020 it is planned that the local board will able to either:
12. The aim is that during the first six months of the next term the local board is able to identify and start work on utilising its transport capital fund. This will allow projects to be progressed or delivered inside of the board’s current term.

13. Auckland Transports’ aim is to synchronise this process with development of the board’s Local Board Plan. This will ensure that transport projects are linked to the local board’s goals maximizing efficiency and minimising the risk that transport funds are spent on unplanned or poorly evaluated projects.

14. In the second year of the local board’s electoral term, this cycle will be repeated if a board does not allocate its funds in the first year.

Roys Road Traffic Calming

15. This has progressed to detailed design. Being on a bus-route, this has limited the options for speed calming devices to be bus friendly. It is intended that this project be further workshopped with the board to ensure that designs meet the boards expectation.

General Updates

16. Work is due to commence on the Wordsworth Quadrant Safety Project after Christmas. This is a significant safety project aimed to address speed related risk.

Regional Transport Updates

Auckland named a world leader in urban mobility

17. Auckland has been named as a world leader in urban mobility.

18. Out of 31 international cities, Auckland has ranked second on the City Mobility Index - according to Kantar’s Mobility Futures study. This study measured the ease of movement around and through the urban area.

19. It considered income equality, transport costs versus income, public transport network versus population size, availability of public transport and motorisation rate.

20. The study was based on more than 20,000 commuter interviews across the 31 cities, along with in-depth interviews with 53 leading mobility experts from around the world.

21. The study aims to inform urban transport planning and help shape business strategies - for both new and existing players in the transport and mobility sectors.

22. Auckland Transport’s (AT) executive general manager of integrated networks, Mark Lambert, says that the report reinforces the view that the transport authority should become the shared mobility enabler and integrator.

23. “It is pleasing to see where Auckland ranked against some major cities in the world for urban mobility, on the back of recent significant change and investment in Auckland’s public transport.

24. “Cities need to focus limited resources - in terms of cost effective and efficient ways to progress urban mobility - including shared mobility. This is the approach AT has taken with the redesign of a connected and integrated public transport system across new bus services, along with the rail upgrade and the AT HOP ticketing system. This resulted in record increases in the use of public transport.”

To download the full report, see http://www.tensglobal.com/what-we-do/bysector/automotive/mobility-futures
Public Transport Patronage growing in Auckland

25. To date, public transport patronage has been growing year on year in the Auckland Region.

26. To date, public transport totalled 101.8 million boardings for the 12 months to August 2019, an increase of 8.7%, or 8.2 million boardings, on the 12 months to August 2018.

27. Rail boardings totalled 21.5 million for the 12 months to August 2019, an increase of 5.8%, or 1.2 million boardings, on the 12 months to August 2018.

28. Bus boardings totalled 74.0 million for the 12 months to August 2019, an increase of 10.1%, or 6.8 million boardings, on the 12 months to August 2018.

29. Ferry boardings totalled 8.3 million for the 12 months to August 2019, an increase of 3.6%, or 0.2 million boardings, on the 12 months to August 2018.

30. Boardings on the rapid and frequent network totalled 50.2 million in the 12 months to August 2019, an increase of 19.0%, or 8.0 million boardings, on the 12 months to August 2018.

31. Year to date public transport punctuality was 97.1%, meeting the SOI target of 95.0%.

32. The total public transport farebox recovery ratio was 43.0% in August 2019, on the lower bound of the SOI target range of 43% to 46%.

Red light running – Signalised intersection campaign

33. Red light running has been identified as a significant road safety issue in New Zealand. Auckland Transport (AT) are launching an eight week regional awareness campaign for Red Light running from the 4th November 2019.

34. A new creative concept has been developed with a high focus on mostly outdoor media. The launch and execution of the campaign coincides with installation of 8 new red-light cameras throughout Auckland. Due to the fact most media is traffic facing around key high risk signalised intersections, the concept needed to be very simple and within NZTA advertising guidelines for element count.


36. In the next 10 years, AT are investing in 42 new red-light safety cameras at high risk intersections. Red light safety cameras are funded in part by the Regional Fuel Tax. They are an effective tool to reduce red light running. Motorists receive a $150 infringement notice if they fail to stop at a red signalised traffic light and failed to stop at a yellow/amber signalised traffic light (unless they are so close to the intersection that they can’t stop safely).

Tauākī whakaaweawe āhuarangi

Climate impact statement

37. Auckland Transport are committed to minimising the negative effects that transport operations have on climate change. This includes the encouragement of emission neutral (walking & cycling) and low emission (public transport & ride sharing) methods of transportation.

Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera

Council group impacts and views

38. The impact of information (or decisions) in this report are confined to AT and do not impact on other parts of the council group.
Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe
Local impacts and local board views

Auckland Transport Consultations
39. A number of projects were sent out to local board members during September to October period. A full summary of those consultations were not available at the time of writing of this report.
40. This information will be provided in the next AT report in the new year.

Tauākī whakaaweawe Māori
Māori impact statement
41. 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
42. The proposed decision of receiving the report has no financial implications.

Ngā raru ūpono me ngā whakamaurutanga
Risks and mitigations
43. The proposed decision of receiving the report has no risks. AT has risk management strategies in place for the transport projects undertaken in the Manurewa local board area.

Ngā koringa ā-muri
Next steps
44. AT will provide another update report to the board at the next meeting in the new year.

Ngā tāpirihanga
Attachments
There are no attachments for this report.

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>James Ralph – Elected Member Relationship Manager, Auckland Transport</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authoriser</td>
<td>Jonathan Anyon – Manager Elected Member Relationship Unit, Auckland Transport</td>
</tr>
</tbody>
</table>
Te take mō te pūrongo

Purpose of the report
1. To fund, part-fund or decline applications for the Manurewa Local Board, Quick Response Grant Round One 2019/2020.

Whakarāpopototanga matua

Executive summary
3. This report presents applications received for the Manurewa Local Board, Quick Response Grant Round One 2019/2020 (refer Attachment B).
4. The Manurewa Local Board set a total community grants budget of $170,000 for the 2019/2020 financial year.
5. A total of $62,102.60 was allocated in Manurewa Local Grant Round One and Multi-Board 2019/2020, leaving a total of $107,897.40 for the remaining grant rounds.
6. Thirty-three applications were received for Manurewa Local Board Quick Response Grant, Round One 2019/2020 requesting a total of $60,886.07.

Ngā tūtohunga

Recommendation/s
That the Manurewa Local Board:

a) agree to fund, part-fund or decline each application in the Manurewa Local Board Quick Response Grant Round One 2019/2020

Table One: Manurewa Local Board Quick Response, Grant Round One 2019/2020 applications

<table>
<thead>
<tr>
<th>Application ID</th>
<th>Organisation</th>
<th>Main focus</th>
<th>Requesting funding for</th>
<th>Amount requested</th>
<th>Eligibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>QR2010-101</td>
<td>Mele Taeiloa</td>
<td>Arts and culture</td>
<td>Towards costs of</td>
<td>$1,940.00</td>
<td>Eligible</td>
</tr>
<tr>
<td></td>
<td><em>Under the umbrella of Te Kaha o te Rangatahi Trust</em></td>
<td></td>
<td>international artists and promotions of hip hop dance workshops at Manurewa High School.</td>
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</tr>
<tr>
<td>Item</td>
<td>Grant Number</td>
<td>Organization</td>
<td>Category</td>
<td>Description</td>
<td>Amount</td>
</tr>
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<td>------</td>
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<tr>
<td>15</td>
<td>QR2010-105</td>
<td>Counties Manukau Quilters Guild Incorporated</td>
<td>Arts and culture</td>
<td>Towards costs of a quilting workshop, tutor fees, transport, and accommodation.</td>
<td>$1,700.00</td>
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<td></td>
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<td></td>
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<tr>
<td>16</td>
<td>QR2010-107</td>
<td>Sonja Edwards</td>
<td>Community</td>
<td>Towards costs of the &quot;Get Fit, Stay and Play&quot; family community day at Totara Park, including prizes, food, generator costs and plants as gifts for volunteers.</td>
<td>$1,000.00</td>
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<td></td>
</tr>
<tr>
<td>17</td>
<td>QR2010-110</td>
<td>New Netball Team Limited</td>
<td>Sport and recreation</td>
<td>Towards venue hire costs for the &quot;Northern Stars&quot; home games.</td>
<td>$2,000.00</td>
</tr>
<tr>
<td></td>
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</tr>
<tr>
<td>18</td>
<td>QR2010-111</td>
<td>Achilles Trust New Zealand</td>
<td>Sport and recreation</td>
<td>Towards communication costs, database collection, flyers, power points and newsletters for the Achilles programme for disabled athletes in the local board area.</td>
<td>$2,000.00</td>
</tr>
<tr>
<td></td>
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</tr>
<tr>
<td>19</td>
<td>QR2010-112</td>
<td>Independent Living Charitable Trust</td>
<td>Community</td>
<td>Towards venue hire, transport and end of year celebration costs for the weekly Tai Chi programme.</td>
<td>$2,258.84</td>
</tr>
<tr>
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</tr>
<tr>
<td>20</td>
<td>QR2010-113</td>
<td>South East Auckland Senior Citizens' Association Incorporated</td>
<td>Community</td>
<td>Towards transport costs for a trip to Cape Reinga and the Waitangi Treaty Grounds.</td>
<td>$2,000.00</td>
</tr>
<tr>
<td></td>
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</tr>
<tr>
<td>21</td>
<td>QR2010-115</td>
<td>Tuatara Collective Limited</td>
<td>Arts and culture</td>
<td>Towards costs of a theatre production, advertising, actors and management fees.</td>
<td>$1,573.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>22</td>
<td>QR2010-117</td>
<td>Erica Harris</td>
<td>Sport and recreation</td>
<td>Towards uniforms and entry fees for the &quot;Mt Maunganui Half Marathon&quot;.</td>
<td>$2,000.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>23</td>
<td>QR2010-118</td>
<td>Youthline Auckland Charitable Trust</td>
<td>Community</td>
<td>Towards a contribution to the salary of the Youthline Manukau Centre Manager.</td>
<td>$2,000.00</td>
</tr>
<tr>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>
| QR2010-120 | Weymouth Playcentre  
*Under the umbrella of New Zealand Playcentre Federation Incorporated* | Community | Towards costs of art easels and toys for the Weymouth Playcentre. | $1,973.20 | Eligible |
<p>| QR2010-121 | Guardians of our Children Charitable Trust | Community | Towards costs to run parenting workshops in Manu Tukutuku Manurewa. | $2,000.00 | Eligible |
| QR2010-122 | Manurewa Croquet Club Incorporated | Sport and recreation | Towards costs of new croquet balls for the Manurewa Croquet Club. | $2,000.00 | Eligible |
| QR2010-123 | Reina Vaai | Community | Towards costs for illustrations and the delivery of books to Manurewa children. | $990.00 | Eligible |
| QR2010-124 | Urbane Neighbours of Hope Trust | Community | Towards costs for the &quot;Randwick Park Youth Club&quot;, venue hire, ten pin bowling, trampoline park and Massey swimming pool. | $2,000.00 | Eligible |
| QR2010-126 | Blue Light Ventures Incorporated | Community | Towards printing costs for the &quot;Blue Light School Leavers Street Smart Handbook&quot;. | $1,960.00 | Eligible |
| QR2010-129 | Rainbow Celebrating Life Trust | Community | Towards venue hire choreographers’ fees and advertising costs for dance classes in Manurewa. | $2,000.00 | Eligible |
| QR2010-130 | Manurewa Playcentre | Community | Towards concrete paving costs for the Manurewa Playcentre. | $2,000.00 | Eligible |
| QR2010-131 | Auckland NZVIEW | Community | Towards transport costs that enable vision impaired women to attend programmes in Manurewa. | $750.00 | Eligible |</p>
<table>
<thead>
<tr>
<th>Item</th>
<th>Organization</th>
<th>Category</th>
<th>Description</th>
<th>Amount</th>
<th>Eligibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>QR2010-134</td>
<td>Camille Lynn Daniels</td>
<td>Sport and recreation</td>
<td>Towards uniform costs for the under fourteens tag team to compete at the &quot;Oceania Tag Tournament&quot;.</td>
<td>$2,640.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2010-135</td>
<td>The Mixit Charitable Trust</td>
<td>Arts and culture</td>
<td>Towards costs of the stage manager and video and photo documentation of a stage production at the Nathan Homestead and Auckland Botanical Gardens, Manurewa.</td>
<td>$2,000.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2010-136</td>
<td>Mafutaga Samoa Manurewa Under the umbrella of ASA Foundation Trust</td>
<td>Community</td>
<td>Towards costs of training jackets and training t-shirts for volunteer trainers.</td>
<td>$1,970.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2010-137</td>
<td>International Federation of Bodybuilding of New Zealand Under the umbrella of ASA Foundation Trust</td>
<td>Sport and recreation</td>
<td>Towards costs of training jackets, training t-shirts and polo shirts for volunteer trainers.</td>
<td>$1,885.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2010-139</td>
<td>Interacting Theatre Trust</td>
<td>Arts and culture</td>
<td>Towards costs of film and drama classes for people with disabilities at the Nathan Homestead.</td>
<td>$2,000.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2010-140</td>
<td>Elvis in the Gardens Incorporated</td>
<td>Events</td>
<td>Towards a contribution towards costs for the &quot;Elvis in the Gardens&quot; event.</td>
<td>$2,000.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2010-141</td>
<td>Te Pou Herenga Waka Ama Club Incorporated</td>
<td>Sport and recreation</td>
<td>Towards accommodation costs to attend the &quot;Waka Ama Nationals 2020&quot; competition.</td>
<td>$2,000.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2010-143</td>
<td>What Hope Community Trust</td>
<td>Community</td>
<td>Towards venue hire costs for the &quot;Youth Club&quot;.</td>
<td>$2,000.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2010-144</td>
<td>Totara Hospice Trust</td>
<td>Community</td>
<td>Towards costs for the patient care bags.</td>
<td>$554.03</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2010-148</td>
<td>Scout Association of New Zealand - Weymouth Sea Scouts</td>
<td>Sport and recreation</td>
<td>Towards costs for replacement of the pioneering equipment and first aid supplies, for the Weymouth Sea Scouts.</td>
<td>$1,692.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2010-149</td>
<td>Manurewa Amateur Athletics and Harrier Club</td>
<td>Sport and recreation</td>
<td>Towards costs of the 2019/2020 season prizegiving, trophies, awards, speakers and microphones.</td>
<td>$2,000.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2010-150</td>
<td>Life Education Trust Counties Manukau</td>
<td>Community</td>
<td>Towards work books for the Life Education Trust programme in Manurewa Schools.</td>
<td>$2,000.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2010-151</td>
<td>Children's Autism Foundation Incorporated</td>
<td>Community</td>
<td>Towards facilitation, venue hire, tea, coffee and administration costs for the &quot;Autism Drop-In&quot; coffee mornings.</td>
<td>$2,000.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2010-152</td>
<td>Teariki Tuiono</td>
<td>Community</td>
<td>Towards costs for food for the &quot;Te Manurewa o Tamapahore - official launch at Clendon Park School.</td>
<td>$2,000.00</td>
<td>Eligible</td>
</tr>
</tbody>
</table>

Total |  |  |  | **$60,886.07** |
Horopaki

Context

7. The local board allocates grants to groups and organisations delivering projects, activities and services that benefit Aucklanders and contribute to the vision of being a world class city.

8. The Auckland Council Community Grants Policy supports each local board to adopt a grants programme. The local board grants programme sets out:
   - local board priorities
   - lower priorities for funding
   - exclusions
   - grant types, the number of grant rounds and when these will open and close
   - any additional accountability requirements.

9. The Manurewa Local Board adopted its grants programme for 2019/2020 on 21 March 2019 and will operate two quick response and two local grant rounds this financial year.

10. The community grant programmes have been extensively advertised through the council grants webpage, local board webpages, local board e-newsletters, Facebook pages, council publications, radio, and community networks.

11. The Manurewa Local Board set a total community grants budget of $170,000 for the 2019/2020 financial year.

Tātaritanga me ngā tohutohu

Analysis and advice

12. The aim of the local board grant programme is to deliver projects and activities which align with the outcomes identified in the local board plan. All applications have been assessed utilising the Community Grants Policy and the local board grant programme criteria. The eligibility of each application is identified in the report recommendations.

Tauākī whakaaweawe āhuarangi

Climate impact statement

13. The local board grants programme aims to respond to Auckland Council’s commitment to address climate change by providing grants to individuals and groups for projects that support and enable community climate action. Community climate action involves reducing or responding to climate change by local residents in a locally relevant way. Local board grants can contribute to expanding climate action by supporting projects that reduce carbon emissions and increase community resilience to climate impacts. Examples of projects include local food production and food waste reduction; increasing access to single-occupancy transport options, home energy efficiency and community renewable energy generation; local tree planting and streamside revegetation; and educating about sustainable lifestyle choices that reduce carbon footprints.

Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera

Council group impacts and views

14. Based on the main focus of an application, a subject matter expert from the relevant department will provide input and advice. The main focus of an application is identified as arts, community, events, sport and recreation, environment or heritage.

15. The grants programme has no identified impacts on council-controlled organisations and therefore their views are not required.
Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe
Local impacts and local board views

16. Local boards are responsible for the decision-making and allocation of local board community grants. The Manurewa Local Board is required to fund, part-fund or decline these grant applications against the local board priorities identified in the local board grant programme.

17. Staff will provide feedback to unsuccessful grant applicants about why they have been declined, so they will know what they can do to increase their chances of success next time.

Tauākī whakaaweawe Māori
Māori impact statement

18. The local board grants programme aims to respond to Auckland Council's commitment to improving Māori wellbeing by providing grants to individuals and groups who deliver positive outcomes for Māori. Auckland Council’s Te Waka Angamua department has provided input and support towards the development of the community grant processes.

19. Twelve applicants applying in the quick response grants round one indicated that their project targets Māori or Māori outcomes.

Ngā ritenga ā-pūtea
Financial implications

20. The allocation of grants to community groups is within the adopted Long-Term Plan 2018-2028 and local board agreements.

21. The Manurewa Local Board has set a total community grants budget of $170,000.00 for the 2019/2020 financial year.

22. A total of $62,102.60 was allocated in Manurewa Local Grant Round One and Multi-Board 2019/2020, leaving a total of $107,897.40 for the remaining grant rounds.

23. Thirty-three applications were received for Manurewa Quick Response Grant, Round One 2019/2020 requesting a total of $60,886.07.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations

24. The allocation of grants occurs within the guidelines and criteria of the Community Grants Policy and the local board grants programme. The assessment process has identified a low risk associated with funding the applications in this round.

Ngā koringa ā-muri
Next steps

25. Following the Manurewa Local Board allocating funding for local grants round one, grants staff will notify the applicants of the local board’s decision.

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Manurewa Local Board Grants Programme 2019/2020</td>
<td>31</td>
</tr>
<tr>
<td>B</td>
<td>Manurewa Local Board Quick Response Grant Round One, 2019/2020 grant applications (Under Separate Cover)</td>
<td></td>
</tr>
</tbody>
</table>
Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Helen Taimarangai - Senior Community Grants Advisor</th>
</tr>
</thead>
</table>
| Authorisers | Marion Davies - Grants and Incentives Manager  
Sarah McGhee - Acting Relationship Manager Manurewa & Papakura |
Manurewa Local Board Grant Programme 2019/2020

Our Local Grants Programme aims to provide grants to local communities in order to help them achieve their aspirations. So together we will help Manurewa thrive and enable people to connect.

Outcomes sought from the local grants programme

Our grants programme will be targeted towards supporting the following outcomes, as provided in our local board plan:

- People in Manurewa are actively connected everywhere, everyday
- A prosperous local economy supporting local people
- Manurewa is well-connected and easy to move around
- Our environment is a source of pride and enjoyment for the community
- We treasure our home, our community

Our priorities for grants

The Manurewa Local Board welcomes and will consider all grant applications and community initiatives. The Manurewa Local Board has the following local board plan priorities:

Note: most of these priorities relate to the local board initiatives as outlined in the local board plan.

- Our communities work together to create spaces and places that meet the diverse aspirations of our community, support participation in activities and make new connections
- Local community, arts and cultural events
- People in the community play a key part in shaping Manurewa.
- More young people with skills and clear goals that enable successful transitions into employment
- Manurewa's local environment and biodiversity are protected for the future
- Improved reduction in waste through recovery, reuse and recycling
- We protect our future, nurture our present and honour our past
- The whakapapa/history of our area is well-known, protected and celebrated by all
- Manurewa is a place we feel connected, safe and valued.
- Manurewa is an age friendly and accessible environment

Investment approach

The Manurewa Local Board has a budget to support the local grants programme.

- Quick Response Grants have the following allocations:
  - up to a maximum amount per grant of $2,000
- Local Grants have the following allocations:
  - minimum amount per grant of $2,000
Application dates
Grant rounds for 2019-2020 will be as follows:

Quick Response Grants

<table>
<thead>
<tr>
<th>2019/2020 grant rounds</th>
<th>Opens</th>
<th>Closes</th>
<th>Decision made</th>
<th>Projects to occur after</th>
</tr>
</thead>
<tbody>
<tr>
<td>Round one</td>
<td>21 October 2019</td>
<td>15 November 2019</td>
<td>19 December 2019</td>
<td>6 January 2020</td>
</tr>
<tr>
<td>Round two</td>
<td>20 April 2020</td>
<td>15 May 2020</td>
<td>18 June 2020</td>
<td>1 July 2020</td>
</tr>
</tbody>
</table>

Local Grants

<table>
<thead>
<tr>
<th>2019/2020 grant rounds</th>
<th>Opens</th>
<th>Closes</th>
<th>Decision made</th>
<th>Projects to occur after</th>
</tr>
</thead>
<tbody>
<tr>
<td>Round one</td>
<td>17 June 2019</td>
<td>26 July 2019</td>
<td>19 September 2019</td>
<td>1 October 2019</td>
</tr>
<tr>
<td>Round two</td>
<td>17 February 2020</td>
<td>28 March 2020</td>
<td>21 May 2020</td>
<td>1 June 2020</td>
</tr>
</tbody>
</table>

Multi-board funding
The Manurewa Local Board welcomes multi-board grant applications. However, the activity or initiative will need to clearly benefit the Manurewa community.

<table>
<thead>
<tr>
<th>2019/2020 multi-board grant rounds</th>
<th>Opens</th>
<th>Closes</th>
<th>Decision made</th>
<th>Projects to occur after</th>
</tr>
</thead>
<tbody>
<tr>
<td>Round one</td>
<td>3 June 2019</td>
<td>19 July 2019</td>
<td>19 September 2019</td>
<td>1 October 2019</td>
</tr>
<tr>
<td>Round two</td>
<td>20 January 2020</td>
<td>13 March 2020</td>
<td>21 May 2020</td>
<td>1 June 2020</td>
</tr>
</tbody>
</table>

Accountability measures
The Manurewa Local Board requires that all successful applicants to complete accountability reports for allocated grants and meet council’s standard financial accountability required.
Te take mō te pūrongo

Purpose of the report
1. To approve the Manurewa Rangatahi Youth Scholarships 2019/2020.

Whakarāpopototanga matua

Executive summary
2. Staff have received sixteen scholarship applications which align with the scholarship criteria and these are recommended to be approved for funding, totalling $25,000.
3. The aim of the Manurewa Rangatahi Youth Scholarships 2019/2020 is to support the development of local young people to develop and grow as leaders.
4. Funding these scholarships will enable the young people to move into further education, training or attend events that will develop their leadership potential.
5. Seventeen applications do not align with the scholarship criteria and are recommended to be declined for funding.

Ngā tūtohunga

Recommendation/s
That the Manurewa Local Board:
a) approve the following Manurewa Rangatahi Youth Scholarship 2019/2020 applications:

<table>
<thead>
<tr>
<th>Application ID</th>
<th>Requesting scholarship for</th>
<th>Recommended funding amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Harleen Bhathal MANRAN01</td>
<td>Tokyo Experience Programme. 12 day cultural programme in Tokyo</td>
<td>$1,500</td>
</tr>
<tr>
<td>Tessa Shepherd MANRAN03</td>
<td>Bachelor of Medicine and Bachelor of Surgery (MBChB)</td>
<td>$2,000</td>
</tr>
<tr>
<td>Katarina Mahutot MANRAN04</td>
<td>Bachelor of Arts, double majoring in NZ Sign Language and Deaf Studies and Maori Development</td>
<td>$2,000</td>
</tr>
<tr>
<td>Keturah McKillop MANRAN08</td>
<td>Equine Behaviour Course</td>
<td>$1,500</td>
</tr>
<tr>
<td>Aaron Lew MANRAN09</td>
<td>Bachelor of Arts/Bachelor of Engineering (Honors) conjoint degree</td>
<td>$2,000</td>
</tr>
<tr>
<td>Melissa Wu MANRAN10</td>
<td>Bachelor of Nursing</td>
<td>$2,000</td>
</tr>
<tr>
<td>Application ID</td>
<td>Requesting scholarship for</td>
<td>Recommended funding amount</td>
</tr>
<tr>
<td>---------------</td>
<td>----------------------------</td>
<td>-----------------------------</td>
</tr>
<tr>
<td>Ben Haurua MANRAN71</td>
<td>New Maori business venture - Te Reo Māori apparel</td>
<td>$0</td>
</tr>
<tr>
<td>Sharonika Prasad</td>
<td>Occupational Therapy</td>
<td>$0</td>
</tr>
<tr>
<td>Student ID</td>
<td>Name</td>
<td>Scholarship Description</td>
</tr>
<tr>
<td>-------------</td>
<td>--------------------</td>
<td>----------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>MANRAN13</td>
<td>Mina Kouch</td>
<td>Conjoint Bachelor of Commerce and Bachelor of Arts</td>
</tr>
<tr>
<td>MANRAN19</td>
<td>Afaf Elzayegh</td>
<td>Destination Dreaming Conference in Fiji</td>
</tr>
<tr>
<td>MANRAN33</td>
<td>Etuate Lufui</td>
<td>Bachelor of Fine Arts (Musical Theatre)</td>
</tr>
<tr>
<td>MANRAN34</td>
<td>Joephine Semi</td>
<td>Early Childhood Level 4</td>
</tr>
<tr>
<td>MANRAN40</td>
<td>Sara Abo-Nass</td>
<td>Future Problem Solving international conference (Boston, Massachusetts)</td>
</tr>
<tr>
<td>MANRAN48</td>
<td>Hakrit Singh</td>
<td>Future Problem Solving international conference (Boston, Massachusetts)</td>
</tr>
<tr>
<td>MANRAN52</td>
<td>Analina Namoa</td>
<td>Future Problem Solving international conference (Boston, Massachusetts)</td>
</tr>
<tr>
<td>MANRAN57</td>
<td>Nathan Jiu Teng</td>
<td>Bachelor of Engineering (Hon)</td>
</tr>
<tr>
<td>MANRAN58</td>
<td>Cyprus Iles</td>
<td>Bachelor of Art and Design</td>
</tr>
<tr>
<td>MANRAN60</td>
<td>Mathew Lay</td>
<td>Bachelor of Commerce and a conjoint with Global Studies</td>
</tr>
<tr>
<td>MANRAN63</td>
<td>Natalie Trinh</td>
<td>Future Problem Solving international conference (Boston, Massachusetts)</td>
</tr>
<tr>
<td>MANRAN64</td>
<td>Mikaera Lyronz</td>
<td>Kai Oranga Peru</td>
</tr>
<tr>
<td></td>
<td>Bristowe Hoeta</td>
<td>Kai Oranga Peru</td>
</tr>
<tr>
<td>MANRAN67</td>
<td>Kaiperiera Kyran</td>
<td>Kai Oranga Peru</td>
</tr>
<tr>
<td></td>
<td>Dejean Bristoe</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Hoeta</td>
<td></td>
</tr>
<tr>
<td></td>
<td>MANRAN26</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td></td>
</tr>
</tbody>
</table>
Horopaki
Context
6. The 2019/2020 work programme includes $25,000 for the Manurewa Rangatahi Youth Scholarships 2019/2020 (the scholarships).
7. The aim of the scholarships is to support the development of local young people to develop and grow as leaders.
8. The scholarships were advertised through the council grants webpage, local board webpages, local board e-newsletters, Facebook pages, council publications, radio, and community networks. A total of 33 applications have been received for the scholarships and are provided in Attachment A.
9. The applications were assessed by a panel of four local board members and two youth council representatives for their alignment to the following scholarship criteria:
   • aged 14 to 24 years old
   • New Zealand citizens or residents
   • reside in the Manurewa Local Board area
   • show leadership potential or have contributed to leadership/volunteer activities during the past 12 months that promote youth participation in the community
   • have undertaken study at a tertiary or training institution in 2019, or have participated in a conference or event either in New Zealand or overseas that is significantly based on youth leadership and development.

Tātaritanga me ngā tohutohu
Analysis and advice
10. The assessment panel recommend that the following 16 applications align with the scholarship criteria and are recommended to be approved for funding:

<table>
<thead>
<tr>
<th>Application ID</th>
<th>Requesting scholarship for</th>
<th>Requested funding amount</th>
<th>Recommended funding amount</th>
<th>Reason for recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Harleen Bhathal MANRAN01</td>
<td>Tokyo Experience Programme. 12-day cultural programme in Tokyo</td>
<td>$1,500</td>
<td>$1,500</td>
<td>Meets local board priorities and aligns with the scholarship criteria</td>
</tr>
<tr>
<td>Tessa Shepherd MANRAN03</td>
<td>Bachelor of Medicine and Bachelor of Surgery (MBChB)</td>
<td>$2,000</td>
<td>$2,000</td>
<td>Meets local board priorities and aligns with the scholarship criteria</td>
</tr>
<tr>
<td>Katarina Mahutot MANRAN04</td>
<td>Bachelor of Arts, double majoring in NZ Sign Language and Deaf Studies and Maori Development</td>
<td>$2,000</td>
<td>$2,000</td>
<td>Meets local board priorities and aligns with the scholarship criteria</td>
</tr>
<tr>
<td>Keturah McKillop MANRAN08</td>
<td>Equine Behaviour Course</td>
<td>$1,500</td>
<td>$1,500</td>
<td>Meets local board priorities and aligns with the scholarship criteria</td>
</tr>
<tr>
<td>Name</td>
<td>Program</td>
<td>Amount Requested</td>
<td>Amount Awarded</td>
<td>Criteria</td>
</tr>
<tr>
<td>-----------------------</td>
<td>---------------------------------------------------------</td>
<td>------------------</td>
<td>----------------</td>
<td>--------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Aaron Lew</td>
<td>Bachelor of Arts/Bachelor of Engineering (Honors) conjoint degree</td>
<td>$2,000</td>
<td>$2,000</td>
<td>Meets local board priorities and aligns with the scholarship criteria</td>
</tr>
<tr>
<td>Melissa Wu</td>
<td>Bachelor of Nursing</td>
<td>$2,000</td>
<td>$2,000</td>
<td>Meets local board priorities and aligns with the scholarship criteria</td>
</tr>
<tr>
<td>Nephi Popata</td>
<td>Praxis Youth work course</td>
<td>$1,200</td>
<td>$1,050</td>
<td>Meets local board priorities and mostly aligns with the scholarship criteria</td>
</tr>
<tr>
<td>Asofiafa Toleafoa</td>
<td>Bachelor of Education (primary teaching)</td>
<td>$2,000</td>
<td>$1,500</td>
<td>Meets local board priorities and mostly aligns with the scholarship criteria</td>
</tr>
<tr>
<td>Jayken Paul Vavia</td>
<td>Praxis youth work</td>
<td>$2,000</td>
<td>$1,050</td>
<td>Meets local board priorities and mostly aligns with the scholarship criteria</td>
</tr>
<tr>
<td>Thomas Gabriel Dela Cruz Trevilla</td>
<td>Bachelor of Urban Planning (Honours)</td>
<td>$2,000</td>
<td>$1,500</td>
<td>Meets local board priorities around regeneration and mostly aligns with the scholarship criteria</td>
</tr>
<tr>
<td>Jordan Nawaqavanua</td>
<td>NZQA level 4 Youth work Course</td>
<td>$2,000</td>
<td>$1,000</td>
<td>Meets local board priorities and aligns with the scholarship criteria however the application did not provide sufficient information to fund the full requested amount</td>
</tr>
<tr>
<td>Manaia Tangaere</td>
<td>Bachelor of Education</td>
<td>$2,000</td>
<td>$2,000</td>
<td>Meets local board priorities and aligns with the scholarship criteria</td>
</tr>
<tr>
<td>Terijean Murray</td>
<td>Bachelor of Arts Psychology and Criminology</td>
<td>$2,000</td>
<td>$2,000</td>
<td>Meets local board priorities and aligns with the scholarship criteria</td>
</tr>
<tr>
<td>Daneka Geaney-Jones</td>
<td>Outward Bound</td>
<td>$1,000</td>
<td>$1,000</td>
<td>Meets local board priorities and aligns with the scholarship criteria</td>
</tr>
</tbody>
</table>
11. Funding these scholarships will enable the young people to move into further education, training or attend events that will develop their leadership potential. This will help to achieve educational aspirations identified in the local board plan and grow young leaders in the community.

12. The assessment panel recommend that the following 17 applications do not align with the scholarship criteria and are recommended to be declined for funding:

<table>
<thead>
<tr>
<th>Application ID</th>
<th>Requesting scholarship for</th>
<th>Requested funding amount</th>
<th>Recommended funding amount</th>
<th>Reason for recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ben Haurua MANRAN71</td>
<td>New Maori business venture - Te Reo Māori apparel</td>
<td>$2,000</td>
<td>$0</td>
<td>Put in three applications for the same request with insufficient evidence and budget breakdown</td>
</tr>
<tr>
<td>Sharonika Prasad MANRAN13</td>
<td>Occupational Therapy</td>
<td>$1,599</td>
<td>$0</td>
<td>Use of funds towards laptop rather than fees</td>
</tr>
<tr>
<td>Mina Kouch MANRAN19</td>
<td>Conjoint Bachelor of Commerce and Bachelor of Arts</td>
<td>$2,000</td>
<td>$0</td>
<td>Does not align with scholarship criteria because application is to pay off student loan</td>
</tr>
<tr>
<td>Afaf Elzayegh MANRAN33</td>
<td>Destination Dreaming Conference in Fiji</td>
<td>$2,000</td>
<td>$0</td>
<td>More volunteering is needed, and insufficient information was provided</td>
</tr>
<tr>
<td>Etuate Lufui MANRAN34</td>
<td>Bachelor of Fine Arts (Musical Theatre)</td>
<td>$2,000</td>
<td>$0</td>
<td>Insufficient information was provided</td>
</tr>
<tr>
<td>Joephine Semi MANRAN40</td>
<td>Early Childhood Level 4</td>
<td>$2,600</td>
<td>$0</td>
<td>Meets criteria but board commented that the early</td>
</tr>
<tr>
<td><strong>Manurewa Local Board</strong></td>
<td>05 December 2019</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>--------------------------</td>
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</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Item 16</strong></th>
<th><strong>Childhood Courses are Already Funded</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Sara Abo-Nass</strong>&lt;br&gt;<strong>MANRAN48</strong>&lt;br&gt;Future Problem Solving international conference (Boston, Massachusetts)</td>
<td>$2,000</td>
</tr>
<tr>
<td><strong>Hakrit Singh</strong>&lt;br&gt;<strong>MANRAN52</strong>&lt;br&gt;Future Problem Solving international conference (Boston, Massachusetts)</td>
<td>$2,000</td>
</tr>
<tr>
<td><strong>Analina Namoa</strong>&lt;br&gt;<strong>MANRAN57</strong>&lt;br&gt;Future Problem Solving international conference (Boston, Massachusetts)</td>
<td>$2,000</td>
</tr>
<tr>
<td><strong>Nathan Jiu Teng</strong>&lt;br&gt;<strong>MANRAN58</strong>&lt;br&gt;Bachelor of Engineering (Hon)</td>
<td>$2,000</td>
</tr>
<tr>
<td><strong>Cyprus Iles</strong>&lt;br&gt;<strong>MANRAN60</strong>&lt;br&gt;Bachelor of Art and Design</td>
<td>$2,471</td>
</tr>
<tr>
<td><strong>Mathew Lay</strong>&lt;br&gt;<strong>MANRAN63</strong>&lt;br&gt;Bachelor of Commerce and a conjoint with Global Studies</td>
<td>$2,000</td>
</tr>
<tr>
<td><strong>Natalie Trinh</strong>&lt;br&gt;<strong>MANRAN64</strong>&lt;br&gt;Future Problem Solving international conference (Boston, Massachusetts)</td>
<td>$5,405</td>
</tr>
<tr>
<td><strong>Mikaera Lyronz Bristowe Hoeta</strong>&lt;br&gt;<strong>MANRAN67</strong>&lt;br&gt;Kai Oranga Peru</td>
<td>$2,000</td>
</tr>
<tr>
<td><strong>Kaiperiera Kyran Dejean Bristoe Hoeta</strong>&lt;br&gt;<strong>MANRAN67</strong>&lt;br&gt;Kai Oranga Peru</td>
<td>$2,000</td>
</tr>
</tbody>
</table>
13. Staff will provide feedback to unsuccessful scholarship applicants about why they have been declined, so they can increase their chances of success in the future.

**Tauākī whakaaweawea āhuarangi**  
**Climate impact statement**
14. There are no identified climate impacts associated with this decision.

**Ngā whakaaweawae me ngā tirohanga a te rōpū Kaunihera**  
**Council group impacts and views**
15. The scholarships are managed and delivered by the Community Empowerment Unit with support from the grants and communications teams for marketing and promotion.

**Ngā whakaaweawae ā-rohe me ngā tirohanga a te poari ā-rohe**  
**Local impacts and local board views**
16. The scholarships contribute to the local board achieving the following 2017 Local Board Plan outcome: “A prosperous local economy supporting local people”.
17. The applications were presented to the local board at a workshop on 20 November 2019.

**Tauākī whakaaweawae Māori**  
**Māori impact statement**
18. Targeted advertising and promotion of the scholarships was included for priority communities, including Māori and iwi organisations.
19. Sixteen of the applications received identify as Māori.

**Ngā ritenga ā-pūtea**  
**Financial implications**
20. The 2019/2020 work programme includes $25,000 for the scholarships.
21. Thirty applications were received, totalling $63,275 in requested funding.

**Ngā raru tūpono me ngā whakamaurutanga**  
**Risks and mitigations**
22. There are no identified risks associated with this report.

**Ngā koringa ā-muri**  
**Next steps**
23. Staff will notify applicants of the local board’s decision and process scholarship payments.
24. Scholarship recipients are required to acknowledge the local board on any publicity or promotional material and be available to work with council staff on media coverage.
25. Scholarship recipients will be invited to provide a verbal accountability report at a future local board business meeting.

<table>
<thead>
<tr>
<th>MANRAN26</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total</strong></td>
<td>$34,075</td>
<td>$0</td>
</tr>
</tbody>
</table>
Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A4</td>
<td>Manurewa Rangatahi Youth Scholarship 2019/2020 applications</td>
<td>43</td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Melissa Lelo – Advisor, Community Empowerment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Graham Bodman - General Manager Arts, Community and Events</td>
</tr>
<tr>
<td></td>
<td>Manoj Ragupathy - Relationship Manager Manurewa &amp; Papakura</td>
</tr>
</tbody>
</table>
### Manurewa Youth Scholarships 2019-2020

**Total annual budget:** $26,000.00

**Amount allocated to date:** $20,000.00

**Annual budget remaining:** $6,000.00

<table>
<thead>
<tr>
<th>Grant Round</th>
<th>Amount Requested</th>
<th>Amount Recommended</th>
<th>Matched</th>
<th>Total Score</th>
<th>Referred Allocation</th>
<th>Workshop Allocation</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current</td>
<td>$11,750.00</td>
<td>$26,000.00</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

#### Item 16

**Applicant ID:** NMIRAN01

**Application Details:**
- Towards flight to Japan to participate in Tokyo Experience Programme hosted by AUT and the Tokyo Metropolitan Government.
- 12 day cultural programme.

**Eligibility:**
- $1,500.00
- Eligible: Tokyo Experience Programme (AUT)
- Age: 16 years
- Applicant lives in Manurewa
- Firsttime applicant

**Support Letter:**
- Reference letter from Manurewa High School - applicant is an elected member of Rosettiti College Board of Trustees; is an ex member of MHC; Lionised Manurewa Maker Market; UR Youth; Excellence in NEQA level 1; Acceptance letter to programme.

**Recommended Allocation:** $1,500

---

**Applicant ID:** NMIRAN03

**Application Details:**
- Towards course fees for fourth year of study Bachelor of Medicine and Bachelor of Surgery.

**Eligibility:**
- $2,000.00
- Eligible: Bachelor of Medicine and Surgery (MBChB)
- Age: 22
- Applicant lives in Manurewa
- Previously received $1000 from Manurewa scholarship round

**Support Letter:**
- Reference letter from Auckland and Pacific Admission Scheme (APAS) student support advises UOA; Role model and influential leader in the future of Moari and Pacifi health development.

**Recommended Allocation:** $2,000

---

**Applicant ID:** NMIRAN04

**Application Details:**
- Towards transport and food costs for Bachelor of Arts, majoring in NZ High Language and Oral studies and Maori development (AUT)

**Eligibility:**
- $2,000.00
- Eligible: Age: 18
- Lives in Manurewa
- Firsttime applicant

**Support Letter:**
- No support letter

**Recommended Allocation:** $2,000

---

**Applicant ID:** NMIRAN08

**Application Details:**
- Towards study at Learning Cloud - equine behaviour course and Horse Care 1 course

**Eligibility:**
- $1,500.00
- Eligible: Contribution towards Equine Behaviour course (veterinarian)
- Age: 16
- Lives in Manurewa
- Firsttime applicant

**Support Letter:**
- Reference letter from Hinuera Girls College senior manager (Napier), school reports and enrolment letter; Boarder in school hostel; Leadership groups with church; Community gatherings at Waitakere; Selected Advisory Board seat; assist with therapeutic roles for those with physical and intellectual challenges.

**Recommended Allocation:** $1,500

---

**Applicant ID:** NMIRAN09

**Application Details:**
- Towards course fees Bachelor of Arts/Bachelor of Engineering (Honours) conjoint degree at UOA

**Eligibility:**
- $2,000.00
- Eligible: Contribution towards applicant completing first year Bachelor Arts/Bachelor of Engineering (Honours) conjoint degree at UOA.
- Lives in Manurewa
- Has had previous Auckland Council support $700

**Support Letter:**
- Reference letter from Manurewa High School Well rounded physicals tournament; First in 2018 sports; Made All-Girls team; Student of the year;

**Recommended Allocation:** $2,000

---
<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Amount</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>16</td>
<td>Towards course fees and transport for Bachelor of Nursing (MIT)</td>
<td>$2,000.00</td>
<td>Eligible Contribution towards Bachelor of Nursing (MIT)</td>
</tr>
<tr>
<td></td>
<td>Age: 18</td>
<td>Lines in Manurewa</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Has not identified any previous grants received from Auckland Council</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Letter of reference from whanau leader Manurewa High School</td>
<td></td>
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<tr>
<td></td>
<td>NZQA level 2 merit endorsement</td>
<td></td>
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<tr>
<td></td>
<td>Valedictory Citation Strungwell High, Manurewa Santa Barbara</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Line on Latte, MTH Market Market and Rehua Lodge OCA</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Rake-Up, MTC, Puhoro iwi kiwhi challenge, Clerston Community Clean Up Day, Clerston Community Event, Auckland City, Mission Christmas Branch, Finding the Homeless, Puhoro OCA, St Anne Gold Award</td>
<td></td>
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<tr>
<td></td>
<td>Reference letter from teacher at James Cook High School</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>Acceptance letter</td>
<td></td>
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<tr>
<td></td>
<td>Lift of achievement</td>
<td></td>
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<tr>
<td></td>
<td>Visits to Māori Women Librarian</td>
<td></td>
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<tr>
<td></td>
<td>Massey University’s Year 12 young women in leadership programme</td>
<td></td>
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<td></td>
<td>Part time work support worker of Renown Homes Inc</td>
<td></td>
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<tr>
<td></td>
<td>Test in Wainui, Protect at James Cook High 2019</td>
<td></td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>Towards Pizzas Youth Development course and related costs</td>
<td>$1,200.00</td>
<td>Eligible Contribution towards Pizzas Youth Development course and related costs (Rights)</td>
</tr>
<tr>
<td></td>
<td>Age: 18</td>
<td>Lines in Manurewa</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Has not identified any previous grants received from Auckland Council</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>No references attached</td>
<td></td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>Towards Bachelor of Education (primary teaching) USA</td>
<td>$2,000.00</td>
<td>Eligible Towards attending a</td>
</tr>
<tr>
<td></td>
<td>Age: 23</td>
<td>Lines in Manurewa</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Has not identified any previous grants received from Auckland Council</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>Reference from Auckland Arts Teaching Committee and Property Foundation</td>
<td></td>
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<tr>
<td></td>
<td>Junior youth spiritual empowerment program</td>
<td></td>
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<tr>
<td></td>
<td>Mural program with beautification Trust</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>Christchurch Private Community Food Box</td>
<td></td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>Towards Pizzas Youth Development course fees</td>
<td>$2,000.00</td>
<td>Eligible Pizzas youth development course fee</td>
</tr>
<tr>
<td></td>
<td>Age: 18</td>
<td>Lines in Manurewa</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Has not identified any previous grants received from Auckland Council</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Reference from What Hope Kenneth Bin Director</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Graduating as a youth leader 2020 Internship programme What Hope Community Trust</td>
<td></td>
<td></td>
</tr>
<tr>
<td>19</td>
<td>Towards course fees for Conjoint Bachelor of Commerce and Bachelor of Arts USA</td>
<td>$2,000.00</td>
<td>Eligible Contribution to course fees for Conjoint Bachelor of Commerce and Bachelor of Arts USA</td>
</tr>
<tr>
<td></td>
<td>Age: 21</td>
<td>Lines in Manurewa</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Has not identified any previous grants received from Auckland Council</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Reference from Auckland Girls Grammar Principal</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Prefect and leader year 13</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>6 months work experience in 2 different companies</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Marketing team (marketing assistant) for TechPio.co.nz</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Student body programme assisting international students setting into NZ</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Valued added training providing either dance or art with people of varying disabilities</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Achievement Transcript</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>USA enrollment</td>
<td></td>
<td></td>
</tr>
<tr>
<td>21</td>
<td>Towards Bachelor of Urban Planning (Honours) USA</td>
<td>$2,000.00</td>
<td>Eligible Towards Bachelor of Urban Planning (Honours) USA</td>
</tr>
<tr>
<td></td>
<td>Age: 21</td>
<td>Lines in Manurewa</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Previously received $2900 in the last round.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Reference letter from youth pastor</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Academic transcript</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>His career goal would be working as a planner in urban regeneration projects in Auckland</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Research assistant Youthline Youth Advisory group</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>MTC Communications (Coed)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Contributed to submissions on the Tamarow’s School Review, the Zero Carbon Bill, and Auckland’s Climate Action Framework</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>No references attached</td>
<td></td>
<td></td>
</tr>
<tr>
<td>22</td>
<td>Towards investment in his company</td>
<td>$2,000.00</td>
<td>Insufficient</td>
</tr>
<tr>
<td></td>
<td>Age: 32</td>
<td>Lines in Manurewa</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Has not identified any previous grants received from Auckland Council</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Towards buying equipment for his clothing line business called Rokotawinga which aims to normalise Te Reo Māori in the rangatira space

$2,000.00

Eligible

Not enough information provided

Age: 23

Lives in Manurewa

Has not identified any previous grants received from Auckland Council

Support letter provided from mutua Remo Higasa for the two bops.

No references attached

$ -

Towards installing a new Year - Ka Oanga ki Polu

$2,000.00

Eligible due to age

Contribution towards travel to Peru for

Age: 12

Support letter provided from mutua Remo Higasa for the two bops.

Travel itinerary attached

School report

$ -

Towards NZQA level 4 Youth work Course at Centrepoint - workplace training

$2,000.00

Eligible

Age: 20

Lives in Manurewa

Has not identified any previous grants received from Auckland Council

Support letter from Head of Youthwork at Auckland Council

To cover living costs and to cover volunteer hours with New Foundati

ons that:

$2,000.00

Towards Bachelor of Arts - Psychology and Criminology (BA) course fees

$2,000.00

Eligible

Age: 20

Lives in Manurewa

Has not identified any previous grants received from Auckland Council

Reference from GM Health Counties Manukau

Part-time Project Administrator, within the Māori Workforce Development Team.

Concern for mental health, mental health science, academics in Manukau High School.

$2,000.00

Towards Outward Bound's Leadership programme - contact:

Course costs

$1,000.00

Eligible

Age: 21

Lives in Manurewa

Has not identified any previous grants received from Auckland Council

No references

Level 4 National Certificate in Mental Health and Addiction Support

$1,000.00

Towards Clarisation Chaining 2020 conference in Fiji

$1,000.00

Eligible

Age: 14

Lives in Manurewa

Has not identified any previous grants received from Auckland Council

Reference from head of house - Selwyn College

More info on programme available on request

$2,000.00

Towards Bachelor of Fine Arts (Visual

Theatre) - Griffith University Bachelor of Fine Arts (Visual Theatre) - Griffith University Bachelor of Fine Arts (Visual Theatre)

Course fees, accommodation, travel

$2,000.00

Eligible

Age: 17

Lives in Manurewa

Has not identified any previous grants received from Auckland Council

Reference from Head of Fine Arts at Griffith University

Achieved flat $1.05 and 2.06 CECA with Distinct

Finalist group for National Playwriting award

Oceania for performing arts

$2,000.00

Towards Early Childhood Level 4 (Tangata College)

$2,000.00

Eligible

Age: 24

Lives in Manurewa

Has not identified any previous grants received from Auckland Council

No reference

Future goal to return to MIT to complete Bachelor for

Students at church

$ -

Towards Public Health - Solving International conference (Boston, Massachusetts)

$2,000.00

Eligible

Age: 15

Lives in Manurewa

Has not identified any previous grants received from Auckland Council

Reference from Business Academy

Future Problem solving - design and promote positive future

Develops creative critical and caring thinking skills

$ -

Towards Marae Traditions - Iwi Fumi\n
$2,000.00

Eligible

Age: 40

Lives in Manurewa

Has not identified any previous grants received from Auckland Council

Reference from Business Academy

Future Problem solving - design and promote positive future

Develops creative critical and caring thinking skills

$ -
### Manurewa Youth Scholarships 2019/2020

#### Attachment A

<table>
<thead>
<tr>
<th>Item</th>
<th>Scholarship Description</th>
<th>Beneficiary Details</th>
<th>Eligibility Criteria</th>
<th>Amount</th>
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<tbody>
<tr>
<td>16</td>
<td>Towards Future Problem Solving (Boston, Massachusetts) Flights, accommodation</td>
<td>Age: 15, Lives in Manurewa, Has not identified any previous grants received from Auckland Council</td>
<td>Reference from MIT TIC Future Problem Solving Business Academy Competed in 3 national competitions and won 1st place. Nominated by Climate Change Movement youth jazz band. Played in parades, Santa parade and Christmas in the park. Participated last year at Macpac.</td>
<td>$2,000.00</td>
</tr>
<tr>
<td>17</td>
<td>Towards Future Problem Solving (Boston, Massachusetts) Flights, accommodation</td>
<td>Age: 14, Lives in Manurewa, Has previously received $1500 to attend Washington Jazz School</td>
<td>Reference from MIT TIC Future Problem Solving Business Academy Mentored in science.</td>
<td>$2,000.00</td>
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<tr>
<td>20</td>
<td>Towards Bachelor of Engineering (3 Year) UoA</td>
<td>Age: 18, Lives in Manurewa, Has not identified any previous grants received from Auckland Council</td>
<td>Interested in building and architecture</td>
<td>$2,000.00</td>
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<tr>
<td>21</td>
<td>Towards Bachelor of Art and Design at media design school</td>
<td>Age: 21, Lives in Manurewa, Has not identified any previous grants received from Auckland Council</td>
<td>Reference from Manager of the Corner Works at the Corner as Digital Content Manager Application for media design school</td>
<td>$2,000.00</td>
</tr>
<tr>
<td>22</td>
<td>Towards Bachelor of Communication Studies, majoring in Public Relations and Mass Communication Studies (University of Waikato) New laptop and tuition fees</td>
<td>Age: 19, Lives in Manurewa, Has not identified any previous grants received from Auckland Council</td>
<td>Reference from Ministry of Education, Manurewa Marae Academic records. Good up in Manurewa marae</td>
<td>$2,000.00</td>
</tr>
<tr>
<td>23</td>
<td>Towards Bachelor of Commerce and conjoint with Global Studies (USI) Purchase laptop</td>
<td>Age: 18, Lives in Manurewa, Has not identified any previous grants received from Auckland Council</td>
<td>Entrepreneurs of the Year 2019 Filmpics and Comic-Con Group Spell of Adventure Humanitarian aid in Guatemala Reference from MIT TIC Future Problem Solving Business Bench, A community engaging project which brings people together and forms a better world. The bench donated to primary school. Included in annual interactive Buddy Bench Guardians program won first prize in senior division</td>
<td>$2,000.00</td>
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<tr>
<td>24</td>
<td>Towards Community Problem Solving competition</td>
<td>Age: 15, Lives in Manurewa, Has not identified any previous grants received from Auckland Council</td>
<td>Eligible due to age</td>
<td>$2,000.00</td>
</tr>
<tr>
<td>25</td>
<td>Towards Kai Oranga Peru</td>
<td>Age: 15, Lives in Manurewa, Has not identified any previous grants received from Auckland Council</td>
<td></td>
<td>$ -</td>
</tr>
</tbody>
</table>
Eligible due to age
Age: 16
Lives in Manurewa
Has not identified any previous grants received from Auckland Council

References: Manurewa Manurewa Project manager volunteer in assisting OAPTech to deliver digital technology workshops around coding, robotics, stopper, and app development in rev model, youth tested marine driven environmental initiative, of water quality testing and monitoring projects on Puhinui and Otara dairy farms. He has been part in the coordination and delivery of street clean ups and beach clean ups. I have assisted with activations and urban design co-design processes, shared knowledge and power. We are arming all of this in the eco and using digital technology 1 reference
Works with rangatahi at Kumeu park and volunteer under the boys club volunteer model at FACT for holiday programs and just finished up as a Teacher aide at Papatoetoe Intermediate and looking into breaches aid roles or community jobs in Manurewa for one to 10 years

$2,000

Towards Kai Oranga Peru Travel costs

Eligible due to age
Age: 22
Lives in Manurewa
Has previously received $2000 for Te Karangahapa Internship 2018

$2,000

Towards new Maori business venture, a tē reo mihiwi apparel called Pohkeawanga which translates to imagination

$2,000

Total $51,200.00
Te take mō te pūrongo
Purpose of the report
1. To approve the proposed Manurewa Business Improvement District (BID) programme expansion map.

Whakarāpopototanga matua
Executive summary
2. The BID programme provides sustainable funding to business associations. The funding is raised by applying a targeted rate to commercial properties within a defined geographic area.
3. The Manurewa Business Association Inc (MBA) has been operating a BID programme since 2005 providing benefit to the Manurewa business community.
4. The Auckland Council Business Improvement District Policy 2016 (BID policy) requires the local board approve any changes to a BID programme boundary and recommend the Governing Body strike the targeted rate.
5. The MBA proposes to expand the geographic area that is part of its BID programme. The intention of this BID expansion is to better represent the business community and respond to an increasing demand from businesses outside the current BID area for services provided by the BID programme.
6. At the MBA annual general meeting on 21 October 2019 the proposed BID expansion map provided as Attachment A was presented and approved by the MBA membership.
7. Under the BID policy, the Manurewa Local Board must approve the proposed BID expansion map, as the expansion area is contained within the Manurewa Local Board area.
8. If the local board approves the expansion map the MBA will undertake a BID expansion project that will include a postal ballot of business ratepayers and owners located within the proposed BID expansion area to determine the level of support for the proposed BID expansion.
9. If the ballot is successful, the local board will be asked whether or not to approve the expansion. If the expansion is approved, the Manurewa BID programme will represent about 480 business ratepayers and owners, with a proposed BID targeted rate of $315,000, as at 1 July 2020.
10. Staff recommend approving the BID expansion map, which will allow the MBA to proceed with the expansion project, noting that the final decision on whether to expand the BID programme will be made by the local board in early 2020.

Ngā tūtohunga
Recommendation/s
That the Manurewa Local Board:
a) approve the proposed boundary map expanding the Manurewa Business Improvement District (BID) programme, as shown in the map as Attachment A.
Horopaki

Context

11. The Manurewa Business Association Inc (MBA) has been a BID since 2005, and is one of 48 BID programmes operating across the Auckland Region.

12. The council approves and strikes the BID targeted rate for all 48 BID programmes through the annual budget process.

13. BID targeted rates appear in the local board budget report and these funds are paid, in the form of a BID grant, to MBA for the operation of its BID Programme.

14. The MBA signalled and approved the proposed BID boundary expansion map as provided in Attachment A, and its intention to expand its BID programme, at its annual general meeting on 21 October 2019.

15. Under the policy, local boards have allocated governance and decision-making to:
   - approve BID programme boundary maps
   - approve BID programme boundary expansions.

16. The local board is required to consider the proposed BID programme expansion map and its support for the expansion project.

17. All BID expansion projects require further local board approval after the BID expansion project, voter engagement and ballot have been completed. This ensures the local board has the opportunity to see the final outcome of the expansion project, review the ballot results, and is satisfied itself that the BID policy criteria for a BID expansion has been completed.

Tātaritanga me ngā tohutohu

Analysis and advice

BID expansion process

18. The decision to progress a BID expansion is the result of interest from businesses located outside the current BID boundary. The MBA has seen an increase in the number of businesses wanting to be part of the Manurewa BID programme and benefit from being part of a collective group.

19. The MBA has engaged with non-BID businesses over the past few years, building strong relationships, sharing information, developing joint project opportunities and advocating on behalf of all businesses located within the Manurewa business community.

20. The proposed BID expansion will mean all business-rated properties within the BID expansion area will be subject to the Manurewa BID targeted rate.

21. The properties located within the BID expansion area will add depth to the existing BID membership base. This will allow the MBA to develop its BID programme to deliver an increased range of business opportunities.

22. If the BID expansion project is successful, MBA will increase from 215 members to about 480. The BID targeted rate will increase from $157,000 to $315,000 as at 1 July 2020. This will be funded by the addition of new BID targeted rated members.

23. The expansion of the Manurewa BID programme and boundary supports the Manurewa Local Board Plan 2017 and contributes to the following Local Board outcome:

   Outcome 1; a prosperous local economy supporting local people.
24. Council staff support this BID expansion project and recommend the Manurewa Local Board approve the proposed Manurewa BID expansion map. There is no reason under the BID policy not to support the proposed Manurewa BID expansion map.

**Campaign, consultation and voter engagement**

25. The MBA will implement a detailed communication plan to all eligible BID voters from the period November 2019 to the last voting date in March 2020. This is to ensure that all eligible voters receive a one-on-one visit or contact, are provided with detailed information on the proposal, and have the opportunity to find out more about the BID programme and ballot process.

26. The council BID policy requires MBA to host a minimum of three public meetings, inviting eligible voters to an information briefing and question and answer session. This policy requirement will be completed during the BID campaign process.

27. Election Services Ltd has been commissioned by the MBA to provide an independent polling service for the Manurewa BID expansion ballot.

28. The polling will be done via a postal ballot and each eligible voter will receive a ballot pack. The packs will be lodged with NZ Post Friday 21 February 2020. There will be postal and online voting available. The ballot period must be no less than four weeks and will start Friday 21 February and close 12 noon Friday 20 March 2020.

29. The ballot must achieve a return of votes of 25 per cent or more and 51 per cent of those returned need to be in support of the BID boundary expansion proposal for the ballot to be successful.

**Tauākī whakaaweawe āhuarangi**

**Climate impact statement**

30. There are no implications for the council as the Manurewa BID programme expansion has no specific impact on climate.

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

**Council group impacts and views**

31. The MBA engages across the council and council groups. An expanded Manurewa BID programme provides a platform for the wider business community to be involved in this space.

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

**Local impacts and local board views**

32. Following approval by the Manurewa Local Board, staff will include the Manurewa BID expansion information in the 2020/2021 annual budget consultation and the Manurewa Local Board Agreement.

33. The results of the Manurewa Business Association Inc. BID expansion ballot will determine if there is a sufficient level of support for this BID expansion and associated BID targeted rate.

34. Manurewa Local Board has supported the BID approach in the past, as it brings together local businesses to invest collectively in improvements that enhance the local business environment such as better security for business centres. A BID can also advocate to and collaborate with the council on behalf of local businesses.
**Tauākī whakaaweawe Māori**  
**Māori impact statement**

35. All businesses within the Manurewa BID expansion boundary will be included in the ballot process and BID policy requirements. There are no specific Māori impacts identified in regard to this decision.

**Ngā ritenga ā-pūtea**  
**Financial implications**

36. The Manurewa BID targeted rate levied on business-zoned property owners will raise a BID targeted rate grant of $315,000 and fund the Manurewa BID programme. The programme will be cost neutral to the council and the local board.

**Ngā raru tūpono me ngā whakamaurutanga**  
**Risks and mitigations**

37. Council staff are satisfied all requirements of the BID policy have been completed up to this point by the MBA in relation to proposed BID expansion map and project.

38. There is a risk to MBA should the BID expansion ballot fail to reach the required mandate. If the BID ballot fails, the BID policy requires a two-year stand-down before any subsequent ballot can be held.

39. The funding for this 2020 BID expansion project was provided to the MBA by the Manurewa Local Board from their 2018/2019 work programme. The MBA would need to secure funding before considering a second project and ballot.

**Ngā koringa ā-muri**  
**Next steps**

40. The table below shows the reporting path for a BID expansion project and indicates where this project currently sits in that process.
41. Council staff will advise the MBA of the Manurewa Local Board decision regarding the proposed Manurewa BID boundary expansion map.

Ngā tāpirihanga

Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
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<tr>
<td>A8</td>
<td>Manurewa BID expansion map</td>
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Ngā kaihaina

Signatories

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<thead>
<tr>
<th>Author</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Alastair Cameron - Manager - CCO Governance &amp; External Partnerships Sarah McGhee - Acting Relationship Manager Manurewa &amp; Papakura</td>
</tr>
</tbody>
</table>

Claire Siddens - BID Partnership Advisor
**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.

**Executive summary**

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

3. Annual Budget 2020/2021 consultation will take place from 21 February 2020 - 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. It also seeks approval of their local content and supporting information for consultation. This includes the Manurewa Business Association’s proposed business improvement district (BID) programme boundary expansion, noting that if the council approves the BID programme boundary expansion the targeted rate will increase from $157,000 to $315,000 as of 1 July 2020.

6. The Governing Body and local boards will approve regional and local items respectively for consultation by 13 December. 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.

**Recommendation/s**

That the Manurewa 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 chair to approve any final changes required to the local content and supporting information for the Manurewa Local Board for the Annual Budget 2020/2021 consultation, including online consultation content.

c) approve, for consultation, the Manurewa Business Association’s proposed business improvement district (BID) programme boundary expansion, noting that if the council approves the BID programme boundary expansion the targeted rate will increase from $157,000 to $315,000 as of 1 July 2020.

d) approve the following Have Your Say event in the local board area during the Annual Budget 2020/2021 consultation period:

i) Drop in style Have Your Say (existing event Totara Park Challenge), Saturday 7 March 2020, 11.30am to 2.00pm, Totara Park, Wairere Road, The Gardens, Auckland.
e) delegate authority to the local board chair to approve any final changes required to the Have Your Say event.

f) 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
7. For each financial year, Auckland Council must have a local board agreement that is agreed between the Governing Body and the local board, for each local board area.
8. 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.
9. The proposed content of each local board agreement must be included in the Annual Budget 2020/2021 consultation document.
11. 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
12. Local boards held workshops during November to determine their priorities for their 2020/2021 local board agreement. Boards are now requested to approve their local content and supporting information for consultation, as attached in Attachment A and B.
13. During the document production stage if changes required to the local content and supporting information are identified these will be provided to the local board chair to approve.
14. Any new local Business Improvement District (BID) targeted rates must be consulted on before they can be implemented. Local boards are therefore also requested to approve any new proposals for consultation.
15. 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.
16. 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. The Have Your Say event recommended to be held in the Manurewa Local Board area is:
   i) Drop in style Have Your Say (existing event Totara Park Challenge), Saturday 7 March 2020, 11.30am to 2.00pm, Totara Park, Wairere Road, The Gardens, Auckland.
17. The consultation period does not begin for a couple of months. If circumstances change between now and the consultation period requiring any changes to the approved Have Your Say event these will be provided to the local board chair to approve.

18. Should a proposal that would require an amendment to the council’s long-term plan (10-year Budget) be identified during the Annual Budget 2020/2021 process, this would require 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.

19. 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.

**Proposed boundary expansion to Manurewa Business Association Business Improvement District programme**

20. As part of the Auckland Council Business Improvement District (BID) Policy the local board must approve the proposed BID programme boundary expansion.

21. The Manurewa Business Association Inc (MBA) has been operating a BID programme since 2005 providing benefit to the Manurewa business community.

22. The MBA proposes to expand the geographic area that is part of its BID programme. The intention of this BID expansion is to better represent the business community and respond to an increasing demand from businesses outside the current BID area for services provided by the BID programme.

23. If the council approves the BID programme boundary expansion, the Manurewa Business Association membership will also increase, and the BID targeted rate will increase from $157,000 to $315,000 as of 1 July 2020.

**Tauākī whakaaweawe āhuarangi**

**Climate impact statement**

24. 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.

25. However, where practicable, events proposed will be in locations accessible by public transport, to reduce car travel but also increase the opportunities for attendance.

26. 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**

27. The Annual Budget 2020/2021 is an Auckland Council Group document and will include budgets at a consolidated group level.

28. 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
29. Local boards will have further opportunities to provide information and views as the council progresses through the Annual Budget 2020/2021 process.
30. 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
31. 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 of 2017, form the basis for local priorities.
32. 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.
33. Regionally supported local Māori engagement in the South and West will be provided subject to interest level of topics and confirmation of budget; this will be integrated with local board plan pre-engagement.
34. 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
35. Event associated costs include venue hire (where council premises cannot be utilised) and catering.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations
36. Local boards must approve their local consultation content and supporting information by December 13, in order 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
38. Following consultation, the Governing Body and local boards will make decisions on the budget and local board agreements respectively.
Ngā tāpirihanga
Attachments

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Ngā kaihaina
Signatories

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<tr>
<th>Authors</th>
<th>Beth Corlett - Advisor Plans &amp; Programmes</th>
</tr>
</thead>
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<tr>
<td>Authorisers</td>
<td>Louise Mason - GM Local Board Services</td>
</tr>
<tr>
<td></td>
<td>Sarah McGhee - Acting Relationship Manager Manurewa &amp; Papakura</td>
</tr>
</tbody>
</table>

Annual Budget 2020/2021 consultation
## Manurewa Local Board

### What we've been doing

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.

In 2019/2020 we completed upgrades to parks and facilities including the all-abilities playground at Keith Park. Work began on Weymouth boat ramp. We will continue improving playgrounds.

We supported community events, stream regeneration, place-making and town centre activation including the new shuttle bus service. We have received positive feedback and are planning to continue this service.

Te Matariki Clendon Community Centre and Totara Park renewals also progressed and we will continue these in 2020.

### Our proposed priorities for 2020/2021

- Support the expansion of the Manurewa Business Improvement District.
- Continue to respond to community-led activity including Māori aspirations, events, and waste minimisation initiatives.
- Oversee the provision of quality parks and playgrounds, libraries, community and recreation facilities.
- Continue to provide free access to Manurewa Pool and Leisure Centre for those aged 65 and over, adults supervising children, and people with disabilities.
- Maintain our focus on the regeneration of Puhinui and Papakura streams and other environmental priorities.
- We're not proposing major changes to our existing work programme for 2020/2021 as we continue to deliver the projects identified in our Local Board Plan.

---

The Manurewa Business Association is proposing to expand the boundary of the Manurewa Business Improvement District (BID) in our local board area. If the BID boundary expansion is successful, the Manurewa Business Association membership will also increase, and the BID targeted rate will increase from $157,000 to $315,000 as of 1 July 2020.
Supporting information content template

Manurewa 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 looking forward to consulting with you on the final year of our 2017 Local Board Plan.

Highlights over the last two years include major upgrades at Te Matariki Clendon Community Centre and Totara Park, rubberisation of the courts at Netball Manurewa, playspace upgrades and a much improved Te Mahia station. We will enhance the areas surrounding the station to improve safety and accessibility. Physical works have started at Weymouth boat ramp.

We successfully advocated to the Governing Body for the redevelopment of War Memorial Park and a detailed business case is now underway.

The community has made headway in building pride in Clendon, where there is a new business association, improved safety measures, increased recreation activity, new skate park and a concept plan for the Clendon Reserve.

We completed key documents including our Local Paths (Greenways), Open Space Network, and David Nathan Park Conservation plans, which will guide our future investment.

Our environment continues to be a key focus with priorities including keeping our local beaches clean and partnering with Panuku Development Auckland on regeneration of Puhinui Stream.

Investment in traffic calming measures around Wordsworth Road are underway and we will continue working with Auckland Transport to address other road safety issues.

We remain committed in our advocacy to address illegal dumping, and for south Auckland to be a priority for a Community Recycling Centre.

Following community feedback, we are planting more trees, creating shade and diversifying our play spaces.

We will support the proposed expansion of the Manurewa Business Improvement District.

We will also be working alongside the community to create a new Local Board Plan for adoption in October 2020.

We welcome your involvement as we finalise our community’s funding priorities for 2020/2021, so please have your say.

Joseph Allen
Chair

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

In 2020/2021 to deliver on our priorities we plan to invest $6.2 million to renew and develop assets and $16.4 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>
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<th>Community Services</th>
<th>Environmental Services</th>
<th>Planning</th>
<th>Governance</th>
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<td><strong>Operating Spend 2020/2021</strong></td>
<td>$14.2m</td>
<td>$0.2m</td>
<td>$1.0m</td>
<td>$1.0m</td>
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<td><strong>Capital spend 2020/2021</strong></td>
<td>$6.2m</td>
<td>-</td>
<td>-</td>
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### OPEX project name | Location
---|---------------------
Free access to Manurewa Pool and Leisure Centre for those aged 65 and over, adults supervising children, and people with disabilities | Sykes Road, Manurewa
Regeneration of the Puhinui and Papakura streams | Puhinui Stream – by McLaughlins Road, Wiri Papakura Stream – by Frangipani Ave
Responding to Maori aspirations | Manurewa marae
Town centre revitalisation | Manurewa and Clendon

### CAPEX project name | Location
---|---------------------
Wiri playground | Wiri Stream reserve (Trevor Hoskin Dr)
Clendon Reserve revitalisation | Clendon
Safe swim programme | Wattle Downs (St Anne’s beach)
Gallaher Park playground | Gallaher Park
Totara Park master plan | Totara Park

### Proposed boundary expansion to Manurewa Business Association Business Improvement District

The Auckland Council Business Improvement District (BID) Policy 2016 requires the local board to approve any BID Programme boundary expansion and recommend to the governing body to set the BID targeted rate.

The Manurewa Business Association (MBA) is proposing to expand the boundary of the Manurewa BID programme, located within the Manurewa local board boundary. The MBA will hold a postal ballot of the business ratepayers located in the defined Manurewa BID expansion area from February to March 2020. If the ballot is successful the Manurewa BID programme will represent both current and expanded areas, increasing the membership to about 480 business ratepayers and owners, and the BID targeted rate will increase from $157,000 to $315,000 as of 1 July 2020.

### What do you think?

In your opinion, are the priorities right for this local board area in 2020/2021?

Do you support the Manurewa Business Association boundary expansion of the Manurewa BID programme?
New community lease to Te Kohanga Reo National Trust Board at Mountfort Park, 25R Dr Pickering Avenue, Manurewa

File No.: CP2019/20079

Te take mō te pūrongo
Purpose of the report
1. To grant a new community lease to Te Kohanga Reo National Trust Board at Mountfort Park, 25R Dr Pickering Avenue, Manurewa.

Whakarāpopototanga matua
Executive summary
2. Te Kohanga Reo National Trust Board (Trust) holds an operative community lease for the group-owned building located at Mountfort Park, 25R Dr Pickering Avenue, Manurewa.

3. The lease commenced on 1 July 2009 and reached final expiry on 30 June 2019. The lease is holding over on a month-by-month basis until terminated or a new lease is granted.

4. The Trust is a Māori development initiative, aimed at maintaining and strengthening Māori language and philosophies within a cultural framework inspired by Māori elders in 1982. The Trust is tasked with the role of kaitiaki (guardians) of Te Kōhanga Reo movement, which has been heralded as the most significant and effective initiative undertaken by Māori to secure their language and tikanga (customs).

5. After assessing the Trust’s new lease application, staff are satisfied that the requirements under the Auckland Council Community Occupancy Guidelines 2012 have been met.

6. This report recommends that the Manurewa Local Board grant a new community lease to Te Kohanga Reo National Trust Board in accordance with the terms and conditions of the Auckland Council Community Occupancy Guidelines 2012 and the Reserves Act 1977.

7. Iwi engagement has concluded and there were no concerns raised. Public notification will follow subject to Manurewa Local Board’s approval of the recommendation below.

Ngā tūtohunga
Recommendation/s
That the Manurewa Local Board:

a) approve public notification of Auckland Council’s intention to grant a new community lease to Te Kohanga Reo National Trust Board at Mountfort Park, 25R Dr Pickering Avenue, Manurewa as provided in Attachment A

b) delegate to the Manurewa Local Board Chairperson the authority to appoint a hearings panel to consider any submissions or objections received, following the public notification, and for the panel to reach a decision.

c) grant, under Section 73(3) of the Reserves Act 1977, a new community lease to Te Kohanga Reo National Trust Board for the group-owned building comprising 2403 square meters (more or less) located at Mountfort Park, 25R Dr Pickering Avenue, Manurewa (outlined in red on Attachment A) on the land described as Part of Lot 1 Deposited Plan 115625 subject to the following terms:
   i) term - 10 years commencing 1 July 2019, with one 10 year right of renewal
   ii) final expiry - 30 June 2039
iii) rent - $1.00 plus GST per annum if demanded
iv) all other terms and conditions to be in accordance with Auckland Council’s Community Occupancy Guidelines 2012 and the Reserves Act 1977

d) approve the Te Kohanga Reo National Trust Board Community Outcomes Plan for inclusion as the Third Schedule of the lease which is attached to this report as Attachment B.

Horopaki Context

8. This report considers the new community lease to Te Kohanga Reo National Trust Board for its building located at Mountfort Park, 25R Dr Pickering Avenue, Manurewa.

9. The Manurewa Local Board is the allocated authority relating to local, recreation, sport and community facilities, including community leasing matters.

Land, Building and Lease

10. The Trust holds an operative community lease over its building at Mountfort Park, Manurewa, described as Part of Lot 1 Deposited Plan 115625 comprising a total area of 13.4878 hectares, held in fee simple by Auckland Council as a classified recreation reserve and subject to the Reserves Act 1977.

11. The Trust’s activities are contemplated in the Manukau City Council Sports Management Plan relating to the park and adopted in 2007. Although its activities are not recreation in nature a lease can be granted to the group on recreation reserve under Section 73(3) of the Reserves Act 1977.

12. The area proposed to be leased to the Trust consists of approximately 2403 square meters and is outlined in red on Attachment A.

Te Kohanga Reo National Trust Board (Te Kohanga Reo o Tahuri Mai)

13. The Trust registered as an incorporated society on 4 January 1984 and as a charitable trust on 10 October 2007. The mission of the Trust is the protection of Te Reo Māori (Māori Language), Tikanga Māori (Māori Customs) me ngā Āhuatanga Māori (Māori Characteristics) by targeting the participation of mokopuna (young children) and whānau into the Kōhanga Reo movement. Its vision is to totally immerse Kōhanga mokopuna in Te Reo Māori, Tikanga Māori me ngā Āhuatanga Māori.

14. The Trust adopts a Tuakana/Teina (brother/sister) relationship with other local Kōhanga Reo in which sharing resources, information, as well as personal and strategic plans, helps accommodate the individual needs of each Kōhanga.

15. The Trust supports the local community by accompanying current students and their whānau to whakawhanaungatanga (networking) days held by other schools and organisations in the community in preparation for the Kōhanga students and their whānau transitioning from the Kōhanga into the primary school sector and environment.

16. The operating days and hours are Monday to Friday from 9:00am to 3:00pm. Furthermore, the Trust’s building and facilities are available for hire (when not in use by the Kōhanga and whānau) to help and support initiatives and activities pertaining to the local community, sports club and/or organisations.

17. The Trust has submitted a comprehensive application in support of a new community lease.
Tātaritanga me ngā tohutohu
Analysis and advice

18. The Trust’s new lease application was assessed against the criteria contained in the Community Occupancy Guidelines 2012 and the priorities set by the Manurewa Local Board Plan 2017.

19. Under the guidelines, groups that own their own buildings have an automatic right to re-apply for a new lease at the end of their occupancy term, a right which the Trust is exercising. It is recommended that a new lease be granted to the Trust for a term of 10 years, with one right of renewal for a further term of 10 years, in accordance with the guidelines.

20. Staff have determined that Te Kohanga Reo National Trust Board meets the requirements under the guidelines to qualify for a new community lease as evidenced below. The Trust:
   • is registered as a charitable entity
   • has complied with the terms of the operative lease
   • has a history of delivering quality services to the local community
   • is financially viable and audited accounts show proper accounting records have been kept
   • is managed appropriately, as shown by its longevity.

21. The building is owned by the Trust who are responsible for all maintenance within the leased area. A site visit undertaken in June 2019 indicated that the building is well maintained.

22. The Trust has a scheduled maintenance programme in place and intend to make alterations in the near future by extending the kitchen area.

23. A community outcomes plan has been negotiated with the Trust that identifies the benefits the Trust will provide to the community. This will be attached as a schedule to the lease document.

Tauākī whakaaweawe āhuarangi
Climate impact statement

24. The designated impact level of the recommended decision on greenhouse gas emissions falls within the “no impact” category as the proposal continues an existing activity and does not introduce new sources of emissions.

25. Climate change impacts will need to be considered in any future planning for the park as a whole. While the Trust’s area does not sit directly within a flood plain or flooding zone of a 1-in-100 years rainstorm event by river or surface flooding, other areas within the park are within the zones (as shown below).
Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera
Council group impacts and views
26. Staff have obtained input from colleagues in the Community Empowerment Unit. No concerns were raised regarding the new lease to Te Kohanga Reo National Trust Board.
27. The proposed new lease has no identified impact on other parts of the council group. The views of council-controlled organisations were not required for the preparation of this report’s advice.

Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe
Local impacts and local board views
28. The assessment of the application was workshopped with the Manurewa Local Board on 27 June 2019. The local board gave informal support for the proposed new community lease to the Trust.
29. The recommendations in this report fall within local board’s allocated authority to grant leases within local community facilities in line with the Community Occupancy Guidelines 2012.
30. The recommendations within this report support the Manurewa Local Board Plan 2017 outcomes of:
   - we treasure our home, our community (Outcome 5).
31. The proposed lease will benefit the local community in enabling initiatives that foster and nurture the teachings of Te Reo Māori, Tikanga Māori me ngā Āhuatanga Māori.

Tauākī whakaaweawe Māori
Māori impact statement
32. Auckland Council is committed to meeting its responsibilities under Te Tiriti o Waitangi which are articulated in the council’s key strategic planning documents the Auckland Plan, the Long-term Plan, the Unitary Plan and local board plans.
33. An aim of community leasing is to increase targeted support for Māori community development. This proposal seeks to improve access to facilities for all Aucklanders, including Māori living in the Manurewa Local Board area.
34. The Trust promote participation of Māori through local programmes and this will form part of their community outcomes plan commitments.
35. Staff presented the proposed lease at the regional Mana Whenua forum on Wednesday, 25 September 2019; there were no concerns raised by iwi at the forum. To fulfil the statutory requirements, staff emailed iwi representatives on Wednesday, 2 October 2019 allowing 20 working days to respond. There were no objections. Iwi representatives will also have an opportunity to provide feedback during the public notification process.

Ngā ritenga ā-pūtea
Financial implications
36. All costs involved in the preparation of lease documents are borne by Auckland Council.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations
37. Should the Manurewa Local Board resolve not to grant a new community lease to Te Kohanga Reo National Trust Board, it will inhibit the Trust’s ability to undertake its core activities which will have a negative impact on the local board outcomes.
38. Additionally, there is risk in relation to the building passing with the land under the Property Law Act 2007 and Council may be liable for an asset where budget is neither allocated or identified in the Long-term Plan.

39. The new lease affords the Trust security of tenure, enabling them to attend to the scheduled maintenance of its facility. If the lease is not granted, the Trust’s ability to maintain its building will be severely impacted.

40. The Trust’s activity is identified in the reserve management plan and is specifically suited to activate Mountfort Park. A departure from the contemplated plan is likely to reduce the activation and outcomes sought from the space.

Ngā koringa ā-muri

Next steps

41. Subject to the local board’s approval, staff will work with Te Kohanga Reo National Trust Board to finalise the lease documentations.

Ngā tāpirihanga

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Ngā kaihaina

Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Tai Stirling - Community Lease Advisor</th>
</tr>
</thead>
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<tr>
<td>Authorisers</td>
<td>Rod Sheridan - General Manager Community Facilities</td>
</tr>
<tr>
<td></td>
<td>Manoj Ragupathy - Relationship Manager Manurewa &amp; Papakura</td>
</tr>
</tbody>
</table>
Attachment A: Site Plan for Te Kohanga Reo National Trust Board at Mountfort Park, 25R Dr Pickering Avenue, Manurewa

25R Dr Pickering Avenue, Manurewa outlined in blue

Lease area outlined in red
## COMMUNITY OUTCOMES PLAN

<table>
<thead>
<tr>
<th>Community Group</th>
<th>Te Kohanga Reo National Trust Board</th>
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</thead>
<tbody>
<tr>
<td>Name and Location of Land/Facility</td>
<td>Mountfort Park, 25R Dr Pickering Avenue, Manurewa</td>
</tr>
<tr>
<td>Local Board Area</td>
<td>Manurewa</td>
</tr>
<tr>
<td>Agreed Annual Report Due Date</td>
<td>1 December 2020 and on the same date every year thereafter</td>
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### Local Board Outcomes 2017

<table>
<thead>
<tr>
<th>Outcome 5: We treasure our home, our community</th>
<th>Goal</th>
<th>Performance Measure</th>
<th>Achievements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community</td>
<td>Liaise with local community networks and partnerships</td>
<td>List the local community networks and partnerships the Kōhanga works with</td>
<td>Evidence provided by annual report</td>
</tr>
<tr>
<td></td>
<td>Deliver to a number of children aged 0-6 years</td>
<td>Maintain number of children cared for by the Kōhanga (65 children as at 2019)</td>
<td>Evidence provided by annual report</td>
</tr>
<tr>
<td></td>
<td>The building and facilities are available for hire (when not in use by the Kōhanga and whānau)</td>
<td>Building and facilities to be available for hire at least twice per annum</td>
<td>Evidence provided by annual report</td>
</tr>
</tbody>
</table>

### Maori

<table>
<thead>
<tr>
<th>Outcome 5: We treasure our home, our community</th>
<th>Goal</th>
<th>Performance Measure</th>
<th>Achievements</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Provide whānau programmes for mokopuna (young children) from birth to six years of age and their whānau</td>
<td>List the whānau programmes</td>
<td>Evidence provided by annual report</td>
</tr>
<tr>
<td></td>
<td>To collaborate with other local Kōhanga’s in which sharing resources, information as well as personal and strategic plans</td>
<td>To collaborate with at least two other local Kōhanga’s per annum</td>
<td>Evidence provided by annual report</td>
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</table>

### Environment

<table>
<thead>
<tr>
<th>Outcome 3: Our environment is a source of pride and enjoyment for the community</th>
<th>Goal</th>
<th>Performance Measure</th>
<th>Achievements</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Effective, frugal use of services and waste minimisation</td>
<td>Promote recycling of materials with staff, children and their whānau</td>
<td>Evidence provided by annual report</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Encourage sustainable practices to children and whānau</td>
<td>Auckland Council recycling bins must be available at all times</td>
</tr>
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</table>
Elected Members Expense Policy 2019

File No.: CP2019/19693

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.
Ngā tūtohunga
Recommendation/s
That the Manurewa 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 subsidies
   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.
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.

¹ http://www.lgnz.co.nz/assets/e41e5fb07f/Elected-Members-Profile-Report-FINAL.pdf
Ngā tāpirihanga
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Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Warwick McNaughton - Principal Advisor - Democracy Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Marguerite Delbet - General Manager Democracy Services</td>
</tr>
<tr>
<td></td>
<td>Manoj Ragupathy - Relationship Manager Manurewa &amp; Papakura</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
Version control

V1.0 – Presented to and approved by the Governing Body on (date).

– Approved by the Remuneration Authority on (date).
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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

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/

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 including GST 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 pool 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

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### 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</td>
</tr>
<tr>
<td>Local Board Members</td>
<td>• The Governance Director or the General Manager</td>
</tr>
<tr>
<td></td>
<td>Democracy Services</td>
</tr>
<tr>
<td></td>
<td>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 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: The whole local board, by way of a public report and resolution and the Chief Executive or Governance Director If the travel is financed by Local Board Services or from another central budget: The Mayor or Deputy Mayor or the Chair of a Committee of the Whole 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>Local 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>
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<tr>
<td></td>
<td>a) endorse the draft submission on the Remuneration Authority’s proposed policy on childcare allowances.</td>
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<tr>
<td>Hibiscus and Bays Local Board</td>
<td>That the Hibiscus and Bays Local Board:</td>
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<td></td>
<td>a) endorse the draft submission on the Remuneration Authority’s proposed policy on childcare allowances.</td>
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<tr>
<td>Howick Local Board</td>
<td>That the Howick Local Board:</td>
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<tr>
<td></td>
<td>a) endorse the draft submission on the Remuneration Authority’s proposed policy on childcare allowances.</td>
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<tr>
<td>Kaipatiki Local Board</td>
<td>That the Kaipatiki Local Board:</td>
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<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>
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<tr>
<td></td>
<td>a) receive the draft submission on the Remuneration Authority’s proposed policy on childcare allowances.</td>
</tr>
<tr>
<td>Māngere-Ötahuhu Local Board</td>
<td>That the Māngere-Ötahuhu Local Board:</td>
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<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>Decision</td>
</tr>
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<td>-------------</td>
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</tbody>
</table>
| Maungakiekie-Tāmaki Local Board | That the Maungakiekie-Tāmaki Local Board:  
   a) endorse the draft submission on the Remuneration Authority’s proposed policy on childcare allowances. |
| Ōrākei Local Board | That the Ōrākei Local Board note the draft submission on the Remuneration Authority’s proposed policy on childcare allowances. |
| Ōtara-Papatoetoe Local Board | That the Ōtara-Papatoetoe Local Board:  
   a) endorse the draft submission on the Remuneration Authority’s proposed policy on childcare allowances. |
| Papakura Local Board | That the Papakura Local Board:  
   a) receive the draft submission on the Remuneration Authority’s proposed policy on childcare allowances. |
| Puketapapa Local Board | That the Puketapapa Local Board:  
   a) endorse the draft submission on the Remuneration Authority’s proposed policy on allowances.  
   b) request the Remuneration Authority to develop a policy on paid parental leave for elected members  
   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. |
| Rodney Local Board | That the Rodney Local Board:  
   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:  
      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  
      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  
      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  
      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  
      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. |
| 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. |
|---------------------------|---------------------------------------------------------------------------------------------------------------|
| Waitheke Local Board     | That the Waitheke 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 $90,000, 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. |
| Waitakatā Local Board | That the Waitakatā 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 child care 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. |
Local board governance work management for the 2019-2022 triennium

File No.: CP2019/19154

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 understand 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.
Ngā tūtohunga
Recommendation/s

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

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

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

**Tauākī whakaaweawe āhuarangi**

**Climate impact statement**

26. This report is procedural in nature so does not have direct climate impacts. However, a key focus for the council in the current term will be how it responds to the climate emergency and this may be a consideration for how local boards manage their governance work.

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

**Council group impacts and views**

27. Feedback was gathered from staff from the LBS department, and other departments and CCOs who work with local boards, about practices to manage the local board governance work through the 2016-2019 triennium review.

28. The practices used by a local board to manage their governance work can impact on the efficiency of staff engagement with members. Some variation in practices is required to reflect local differences, but overall large differences in work practices is challenging and consistency is beneficial.
29. In light of this, 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 7 and 14 November 2019, as part of the Manurewa Local Board induction programme for the 2019-2022 triennium. The board's preference is to appoint topic area leads.

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</th>
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</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Louise Mason – GM Local Board Services</td>
</tr>
<tr>
<td></td>
<td>Manoj Ragupathy - Relationship Manager Manurewa &amp; Papakura</td>
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Local board appointments and delegations for the 2019-2022 electoral term

File No.: CP2019/19155

Te take mō te pūrongo

Purpose of the report

1. To recommend that the Manurewa 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 certificates. These applications are publicly notified and local boards can provide views on an application to the District Licensing Committee. A delegation to a nominated local board member is recommended to allow local boards to provide formal views as part of the liquor licensing process.

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

Ngā tūtohunga

Recommendation/s

That the Manurewa Local Board:

a) appoint a local board member and a local board member, as an alternate, the nominated local board member for landowner consents and authorise them to:
   i) be the point of consultation for staff on all applications for landowner consent and, at their discretion, refer any application for landowner consent to the local board for a local board decision, 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) appoint a local board member and a local board member, 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.

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

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

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

Horopaki Context

Background

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

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

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

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

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

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

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

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

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

Events
15. Under the Local Board Delegations Protocols staff must consult with and obtain the views of the nominated local board member on:
   • applications to hold events on council-owned land in the local board area that require regulatory approval and involve one or more of the following matters:
     o complete or substantial closure of the public open space
     o more than 500 people
     o road closure
     o liquor
     o 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:
     o areas that may involve reputational, financial, performance or political risk
     o 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 the 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 (eg 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*

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<thead>
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<th>Options</th>
<th>Pros</th>
<th>Cons</th>
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| 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

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<th>Options</th>
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<th>Cons</th>
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</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 their views in a timely way that meets statutory deadlines  
• Any feedback can be reported back to the local board | • Decisions are not made by the full local board  
• Decisions made under delegation are not made at a public meeting (decisions are made public once submitted via the planning process) |
Item 22

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 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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<tr>
<td>Authorisers</td>
<td>Louise Mason - GM Local Board Services</td>
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<td></td>
<td>Sarah McGhee - Acting Relationship Manager Manurewa &amp; Papakura</td>
</tr>
</tbody>
</table>
Appointment of local board members to external community organisations and representatives for various council initiatives

File No.: CP2019/19156

Te take mō te pūrongo
Purpose of the report
1. To appoint local board members to external community organisations and representatives for various council initiatives relevant to the Manurewa Local Board area.

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

Ngā tūtohunga
Recommendation/s
That the Manurewa Local Board:

a) appoint local board members to external community organisations and representatives for various council initiatives for the 2019-2022 triennium.

Horopaki
Context
5. A number of external organisations provide for the formal participation of Auckland Council elected members in their affairs. Elected member appointees will have a variety of duties and liabilities depending on the individual organisation.
6. At the commencement of each triennium, the Governing Body and local boards recommend appointments to external organisations.
7. As local board representatives, the nominated members represent the board, not in a personal capacity. Board members will provide updates at local board meetings to keep the board regularly informed 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)
• a resource consent requiring the formation of a committee or hearing panel.

9. In making decisions about these appointments, it is suggested that the local board is mindful
  of:
  • the elected members’ 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. Board members may be part of any organisation in their private capacity and are
    encouraged to disclose memberships to external organisations in the conflict of interest
    register.

Tātaritanga me ngā tohutohu
Analysis and advice

Relevant external organisations

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

Manurewa Business Improvement District and Wiri Business Improvement District

13. There are 48 Business Improvement District Partnership Programmes operating within the
    Auckland region. There are two local business associations or Business Improvement
    Districts (BID) in the Manurewa Local Board area.

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

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

16. The Manurewa and Wiri BIDs meet on a monthly basis.

17. The previous local board representative for the Manurewa Business Improvement District
    was Sarah Colcord with Stella Cattle as alternate. The previous local board representative
    for the Wiri Business Improvement District was Dave Pizzini with Angela Dalton as alternate.
18. It is recommended that the local board appoints a local board member and an alternate on each business association to represent the local board regarding all matters relating to the business association.

**Aircraft Noise Community Consultative Group**

19. The Aircraft Noise Community Consultative Group (ANCCG) was set up under the conditions of Auckland Airport’s designation in the Manukau Operative District Plan. It is an independently chaired group that makes recommendations to Auckland Airport on aircraft noise issues and concerns that arise from the airport’s operations and activities.

20. Membership of the group comprise an Auckland Council Governing Body representative, 12 local board representatives, and representatives from industry, mana whenua, the community, Airways, Board of Airline Representatives of New Zealand and Auckland International Airport Limited.

21. The group meets quarterly between 1pm to 3pm. The next meeting of the group has set for 9 December 2019.

22. The previous local board representative was Stella Cattle with Rangi McLean as alternate.

23. The local board is asked to appoint one member (and an alternate) to the Aircraft Noise Community Consultative Group.

**Citizens Advice Bureau (CAB) Manurewa Management Committee**

24. Each Citizens Advice Bureau (CAB) is an incorporated not for profit organisation, operated by local community volunteers. Each bureau has a Management Board of elected volunteers who plan, govern and promote their CAB.

25. The local board member’s role would be as a point of contact for the CAB to liaise with the local board.

26. The previous local board representatives were Stella Cattle with Sarah Colcord as the alternate.

27. The local board is asked to appoint one member (and an alternate) to the CAB Manurewa Management Committee.

**Community Liaison Committee Whakatakapokai (Northern (Weymouth) Residential Centre)**

28. Whakatakapokai (Northern (Weymouth) Residential Centre) is a care and protection residence located in Auckland which provides care for up to 20 children and young people aged from 10–16 years.

29. Whakatakapokai’s purpose is to provide a safe and secure residential care to:
   - support tamariki, whanau and victims
   - restore mana
   - reduce reoffending.

30. The local board member’s role would be a liaison point to discuss issues, trends, concerns and assist at a local body political level if possible.

31. The community liaison committee meets quarterly at Whakatakapokai Care and Protection, 400 Weymouth Road, Manurewa.

32. The previous local board representatives were Angela Cunningham-Marino with Rangi McLean as the alternate.

33. The local board is asked to appoint one member (and an alternate) to the Community Liaison Committee Whakatakapokai (Northern (Weymouth) Residential Centre).
Community Liaison Committee Korowai Manaaki Youth Justice Northern

34. The Korowai Manaaki Youth Justice Northern residence is a safe and secure place when young people have been placed into the care of Oranga Tamariki – Ministry for Children and cannot live in the community for a while.

35. Korowai Manaaki’s role is to also provide a supportive environment where young people can get their lives back on track and improve their prospects for the future.

36. Korowai Manaaki currently provides care for up to 46 young people aged between 14 and 17 years old.

37. The local board member’s role would be a liaison point to discuss issues, trends, concerns and assist at a local body political level if needed.

38. The Community Liaison Committee Korowai Manaaki Youth Justice Northern meets quarterly at 24 Kiwi Tamaki Rd, Wiri.

39. The previous local board representatives were Angela Cunningham-Marino with Rangi McLean as the alternate.

40. The local board is asked to appoint one member (and an alternate) to the Community Liaison Committee Korowai Manaaki Youth Justice Northern.

Friends of the Auckland Botanic Gardens Incorporated

41. Friends of the Auckland Botanic Gardens was formed in 1983 by people interested in promoting and supporting the development of the Auckland Botanic Gardens. The Friends is a 'non-profit' organisation with over 400 members enjoying the Botanic Garden's programme of events. Members are encouraged to volunteer their time or expertise to support the Friends or to do volunteer work at the Gardens.

42. The local board member’s role is a liaison role, that is, a point of contact to talk through issues and champion concerns at a political level if required.

43. The trust meets on occasion when approval is needed for any expenditure over $15,000.

44. The previous local board representatives were Stella Cattle with Angela Cunningham-Marino as the alternate.

45. The local board is asked to appoint one member (and an alternate) to the Friends of the Auckland Botanic Gardens Incorporated.

Kohuora Auckland South Corrections Facility Community Impact Forum

46. The purpose of the Community Impact Forum (CIF) is to provide a forum for community and stakeholder involvement through which any issues of community interest or concern can be raised and responded to. The key focus for the CIF is to consider the effects of the Kohuora Auckland South Corrections Facility and Auckland Region Women’s Corrections Facility on the community.

47. The Community Impact Forum meeting is held at Auckland South Corrections Facility (Community Building outside the wire), 21 Kiwi Tamaki Rd, Wiri.

48. The previous local boards representative was Dave Pizzini with Rangi McLean as alternate.

49. The local board is asked to appoint one member (and an alternate) to the Community Impact Forum for the Kohuora Auckland South Corrections Facility.

Kohuora Auckland South Corrections Facility Social Impact Fund Allocation Committee

50. The Social Impact Fund Allocation Committee is administered by the Department of Corrections. Its purpose is to allocate, review and oversee the social impact fund. The Minister of Corrections makes $250,000 available annually to avoid, remedy or mitigate identified social and cultural effects directly attributable to the Kohuora Auckland South...
Corrections Facility (ASCF) and Auckland Region Women’s Corrections Facility (ARWCF). Any unused allocation accumulates to a maximum of $500,000.

51. Each triennium Auckland Council must appoint two representatives to the Kohuora Auckland South Corrections Facility Social Impact Fund Allocation Committee.

52. In the past the Governing Body delegated the appointment of the two Auckland Council representatives to an ad-hoc subcommittee comprising of the chair or deputy chairs of the Manurewa, Papakura, Ōtara-Papatoetoe and Māngere-Ōtāhuhu Local Boards and up to two councillors from the southern wards. The Independent Māori Statutory Board were also able to make two appointments to the subcommittee.

53. The previous local boards representatives were Angela Dalton with Rangi McLean as alternate.

54. The board is being asked to nominate its preferred candidate for consideration for the two Auckland Council representative roles on the Social Impact Fund Allocation Committee.

Council Initiatives

The Southern Initiative Joint Steering Group

55. The Southern Initiative (TSI) is a one of two big place-based initiatives in the Auckland Plan. The purpose of TSI is to plan and deliver a long-term, 30-year programme of coordinated investment and action that transforms and uplifts communities in South Auckland.

56. The purpose of the Southern Initiative Joint Steering Group is to provide strategic oversight and direction to the development and implementation of the TSI work programme. The group also provides strategic advice on TSI to the organization and relevant governing body committee/s.

57. Meetings are held monthly and the board’s previous representative was Sarah Colcord with Rangi McLean as alternate.

Māori Input into local board decision-making

58. Māori input into local board decision-making political steering group (1 representative) – meetings were held monthly.

59. The previous representative was Rangi McLean.

One Local Initiative War Memorial Park Steering Group

60. One Local Initiative War Memorial Park Steering Group meets as required.

Manukau Harbour Forum

61. The Manukau Harbour Forum has a membership of the nine local boards that bound the Manukau Harbour.

62. The Manukau Harbour Forum vision is:

“The Manukau Harbour is recognised and valued as a significant cultural, ecological and economic asset, and through integrated management has a rich and diverse marine and terrestrial environment that is able to be enjoyed by all.”

63. The Manukau Harbour Forum meets monthly.

Puhinui Regeneration Project Steering Group

64. The Puhinui Regeneration Project Steering Group consists of representatives from local government, central government and Mana Whenua.

65. The project will create a beautiful backyard for the people of Manukau with more green spaces for children to play in, hear bird life and enjoy nature.

66. The groups next meeting is on 18 December 2019.
Manurewa Local Board Rangatahi Youth Scholarships Panel

67. The local board has approved $25,000 in the 2019/2020 work programme for Rangatahi Youth Scholarships.

68. The previous panel membership was the full board. The panel also included the Manurewa Youth Council Chairperson (or nominee) and the Manurewa Youth Council Deputy Chairperson (or nominee).

Lifelong Learning Funding Scheme Assessment Panel

69. The local board has approved $15,000 in the 2019/2020 work programme for Life Long learning for seniors in Manurewa.

70. The previous panel membership was the full board.

Volunteer Awards Panel

71. The board undertake a biennial volunteer awards ceremony to acknowledge the work of volunteers in the community.

72. The previous panel membership was the full board.

Tauākī whakaaweawe āhuarangi
Climate impact statement

73. This decision is procedural in nature and any climate impacts will be negligible.

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

74. 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

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

76. The topic of appointing local board members to external organisations and various council initiatives was discussed at a workshop on 7 and 14 November 2019, as part of the Manurewa Local Board induction programme for the 2019-2022 triennium.

77. Tauākī whakaaweawe Māori

Māori impact statement

78. 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

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

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

Ngā koringa ā-muri
Next steps

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

Ngā tāpirihanga
Attachments

There are no attachments for this report.

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Carol Stewart - Senior Policy Advisor</th>
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</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Louise Mason - GM Local Board Services</td>
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<td></td>
<td>Manoj Ragupathy - Relationship Manager Manurewa &amp; Papakura</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 exclude Auckland from LGNZ Zone 1. Although not officially a member of an LGNZ zone group, the expectation is that Auckland Council schedules regular meetings with the president and chief executive (or their representatives) of LGNZ and organise itself as if it were a zone group. These meetings could be co-chaired by the councillor and local board member who are appointed to the LGNZ National Council.

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

Ngā tūtohunga
Recommendation/s
That the Manurewa 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>
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<th>Author</th>
<th>Shirley Coutts - Principal Advisor - Governance Strategy</th>
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<td>Manoj Ragupathy - Relationship Manager Manurewa &amp; Papakura</td>
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</table>
Adoption of a business meeting schedule

File No.: CP2019/19158

Te take mō te pūrongo
Purpose of the report
1. To adopt the Manurewa Local Board meeting schedule for the 2019-2022 electoral term.

Whakarāpopototanga matua
Executive summary
2. The Local Government Act 2002 (LGA) and the Local Government Official Information and Meetings Act 1987 (LGOIMA) have requirements regarding local board meeting schedules. In particular, clause 19, Schedule 7 of the LGA on general provisions for meetings requires the chief executive to give notice in writing to each local board member of the time and place of meetings. Sections 46, 46(A) and 47 in Part 7 of LGOIMA require that meetings are publicly notified, agendas and reports are available at least two working days before a meeting, and that local board meetings are open to the public.
3. Adopting a meeting schedule helps with meeting these requirements. Adopting a business meeting schedule also allows for a planned approach to workloads and ensures that local board members have clarity about their commitments.
4. A draft meeting schedule for the 2019-2022 electoral term has been developed and is included below for adoption by the local board.
5. Commencing the business meeting during business hours will enable meetings to be productive and ensures best use of resources.
6. One business meeting per month is sufficient for formal business to be considered. There are some instances for which the local board may need to have meetings in addition to this schedule. The specific times and dates for meetings for matters such as local board plans and local board agreements are yet to be finalised. Local board meeting schedules may need to be updated once these details are confirmed.

Ngā tūtohunga
Recommendation/s
That the Manurewa Local Board:
a) adopt the meeting schedule outlined below for the 2019-2022 electoral term:

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<tr>
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Item 25

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b) agree to commence business meetings at 6.00pm to be held at the Manurewa Local Board Office, 7 Hill Road, Manurewa. 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 Boards</th>
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</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Louise Mason - GM Local Board Services</td>
</tr>
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<td></td>
<td>Sarah McGhee - Acting Relationship Manager Manurewa &amp; Papakura</td>
</tr>
</tbody>
</table>
### Urgent decision-making process

**File No.: CP2019/19159**

#### Te take mō te pūrongo

**Purpose of the report**

1. To seek the Manurewa 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

**Recommendation/s**

That the Manurewa 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>
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<td></td>
<td>Manoj Ragupathy - Relationship Manager Manurewa &amp; Papakura</td>
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</table>
Reinstatement of the Manukau Harbour Forum

File No.: CP2019/19822

Te take mō te pūrongo
Purpose of the report
1. To approve the reconstitution of the Manukau Harbour Forum (the forum), including the Manurewa Local Board, for the 2019 to 2022 local government term, and confirm the Terms of Reference for the forum.
2. To nominate a board member, and an alternate, to represent the Manurewa Local Board on the forum.

Whakarāpopototanga matua
Executive summary
3. The Manukau Harbour Forum was established in 2012 as a joint committee of nine local boards bordering the Manukau Harbour. Member boards recognised the need for joint decision making and advocacy to achieve water quality improvements for the Manukau Harbour.
4. The committee ceases to exist at the end of every electoral term and can be reconstituted following agreement of the entities involved. This report invites boards to consider reconstitution of the forum, and to nominate a board member (and alternate) to represent this board on the forum.
5. The forum’s purpose is to champion a sustainable management approach for the Manukau Harbour. This is detailed in the attached Terms of Reference, which all nine of the member boards are asked to confirm.
6. A review of the forum was undertaken in mid-2019 to develop a future state direction and new three-year work programme. The review recommended the forum be continued but found that the forum is failing to achieve its vision due to a combination of factors, including resourcing and lack of an integrated strategic plan, and must be strengthened and appropriately resourced to deliver on the vision.

Ngā tūtohunga
Recommendation/s
That the Manurewa Local Board:

a) agree to re-constitute the Manukau Harbour Forum Joint Committee with the Franklin, Māngere-Ōtāhuhu, Manurewa, Maungakiekie-Tāmaki, Ōtara-Papatoetoe, Papakura, Puketāpapa, Whau, and Waitākere Ranges Local Boards for the 2019/2022 electoral term
b) appoint one named member and one named alternate member to the Manukau Harbour Forum
c) note the first workshop and meeting of the Manukau Harbour Forum is scheduled for 10am – 1pm Friday 13 December 2019 in Mangere
d) note that the reconstituted Manukau Harbour Forum will have two co-chairs one being a local board member and one being a Governing Body representative of the Manukau Harbour Forum. The local board co-chair representative will be elected by a majority of members at the first meeting. An invitation will be extended to the Governing Body to appoint two members noting one will act in a co-chair role
e) confirm the updated Terms of Reference for the Manukau Harbour Forum as outlined
in Attachment A, noting they have been amended enabling two members of the Governing Body to be invited to join the forum, one of the Governing Body members will be co-chair of the forum

f) delegate authority to the Manukau Harbour Forum to make decisions within its Terms of Reference, noting that any significant or controversial decisions will only be made by the forum with the confirmation by resolution of all the member boards that would be affected by the decision and that the local board will reserve the right to hold and promote a different view to that of the forum on any issue that may impact the local board area

g) confirm that any further changes to the Manukau Harbour Forum’s Terms of Reference will be agreed first by the forum then recommended to the nine member boards for their approval, noting that resolutions must be identical

h) note that in order for the requirements of this agreement for the Manukau Harbour Forum to be reached, the resolutions of each of the nine member boards made in respect of recommendations a) - f) above (with the exception of b) where appointees are to be named) must be identical and that in the absence of identical resolutions by all member boards the forum will not meet the requirements under clause 30a of Schedule 7 to the Local Government Act 2002.

i) receive and note Attachment B Manukau Harbour Forum governance and management support review report.

Horopaki
Context
7. Nine local boards (Franklin, Māngere-Ōtāhuhu, Manurewa, Maungakiekie-Tāmaki, Ōtara-Papatoetoe, Papakura, Puketāpapa, Whau, and Waitākere Ranges Local Boards) together formed the Manukau Harbour Forum with the view to form a means of collective local board advocacy on common issues affecting the Manukau Harbour.

8. The Manukau Harbour Forum was constituted formally as a joint committee of nine local boards under standing orders 2.8.1 and 2.8.2. Standing orders 2.8.1 and 2.8.2 enable a local board to appoint a joint committee with another local board or boards. Being a joint committee enables the forum to conduct business more efficiently, as a local board joint committee can make decisions and provide direction to officers without seeking confirmation and/or ratification from the individual member boards. In accordance with clause 30(7) of the Local Government Act 2002, the Forum automatically dissolved following the 2019 local government elections.

9. An updated Terms of Reference for the Manukau Harbour Forum setting out the purpose and principles of the forum are presented in Attachment A. The purpose of the forum is to champion a sustainable management approach for the Manukau Harbour. Since its formation the Forum has:

• identified issues, such as mangroves, pacific oysters, coastal erosion, stormwater, recreational access/wharves and Maui Dolphin Sanctuary as high priority

• funded a work programme consisting of annual seminar, communications programme, and a business to business education programme

• developed a ‘Manukau Harbour Forum Vision and Strategy’, undertaken a comprehensive stocktake of all research pertaining to the Manukau Harbour and catchment, produced a set of maps and a list of stakeholders

• received regular updates on marine monitoring within the Manukau Harbour
advocated to central government and Auckland Council (e.g. feedback on the Unitary Plan) on issues affecting the Harbour, including hydrodynamic modelling of sediment runoff

identified areas of interest and potential projects that the local boards surrounding the Manukau Harbour could progress jointly and through funding from the member local boards’ budget, adopted a work programme to deliver the forum’s objectives.

Tātaritanga me ngā tohutohu
Analysis and advice

10. It is recommended that each constituting local board agrees to reinstate the Manukau Harbour Forum for another term and appoints one member plus an alternate to represent the board on the forum.

11. During the 2016/19 term of the forum a review was undertaken of the role of the forum in order to recommend a decision-making structure that will enable the objectives relating to the Manukau Harbour to be addressed effectively as shown in Attachment B.

12. The review recommended the continuation of the forum, but found that the forum is failing to achieve its vision and must be strengthened and appropriately resourced to deliver on the vision. The failure was found to be a combination of factors, including:

- inadequate resourcing through the current funding model and inadequate staffing resource
- lack of understanding of the health of the catchment and harbour, and absence of long-term integrated strategic planning
- lack of clear rationale or resourcing for mana whenua involvement
- a local board-focused work programme that does not address larger scale strategic issues.

13. The forum endorsed the key recommendations of the review at its meeting on 30 August 2019. The forum also resolved to invite Governing Body involvement via two councillor representatives to be appointed to the forum when reconstituted following the 2019 local body elections, including one as co-chair, and retaining local board membership as is (resolution number MHFJC/2019/29).

14. Staff have amended the Manukau Harbour Forum Terms of Reference in Attachment A to include two Governing Body representatives, at the request of the forum.

15. The chair and deputy chair of the forum presented the report to the Environment and Community Committee on 10 September 2019, which resolved (resolution number ENV/2019/146) to refer the recommendations and review report:

- to a workshop of the relevant committee in the new term of council
- to the Auckland Plan Strategy and Research department for evaluation and advice in the new term of council.

Tauākī whakaaweawe āhuarangi
Climate impact statement

16. This decision is procedural in nature and any climate impacts will be negligible.

17. The purpose of the forum is to champion a sustainable management approach for the Manukau Harbour. The forum should have positive climate impacts. Climate impacts of any projects or initiatives to be progressed by the forum can be assessed individually.
Item 27

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

18. The forum has referred the recommendations and report from the 2019 review of the forum to the Governing Body for their consideration, which could result in resourcing impacts for the organisation if these are progressed.

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

19. Local boards have previously agreed, through adoption of the forum’s Terms of Reference, that the Manukau Harbour is a regional asset and it was appropriate that local boards collectively contribute to strategies and outcomes that enhance the social, economic, environmental and cultural well-being of the harbour.

20. The role of the forum is to champion the sustainable management of the Manukau Harbour and adjacent communities. It developed a vision and strategy in line with this which was adopted in September 2014.

21. In previous terms, the forum agreed a work programme following the ratification of each board allocating committed funding from its budget to implement a general work programme allocation to the Manukau Harbour Forum.

Tauākī whakaaweawe Māori
Māori impact statement

22. The Manukau Harbour Forum recognised mana whenua interest in Manukau Harbour.

23. While the forum did discuss a joint committee with mana whenua, or mana whenua representatives being appointed to the forum, it was agreed that this was inappropriate while treaty negotiations are pending. The forum anticipates receiving further advice and options as to how it interfaces with mana whenua as treaty settlement progresses.

24. Workshops of the Manukau Harbour Forum were held in 2015 to discuss the ongoing role of mana whenua in relation to the forum. Some minor changes were made to the forum’s Terms of Reference as a result of this to reflect the forum’s obligations under Te Tiriti o Waitangi/The Treaty of Waitangi, and its desire to work with mana whenua on an ongoing basis.

Ngā ritenga ā-pūtea
Financial implications

25. The nine member boards have previously provided funding of between $8,000 and $15,000 from their budgets to implement the forum’s work programme.

26. The forum has $70,000 allocated to it by members boards for the 2019/20 work programme. $48,000 has already been allocated as outlined below with the remaining balance to be given direction to by incoming members.

   i) Delivery of a youth leadership sustainability wananga ($15,000)
   ii) Communications plans ($10,000)
   iii) Support for the Southern Auckland youth Environmentalists ($5,000)
   iv) Enabling Seaweek volunteer action across the Manukau Harbour ($18,000).

27. Member boards will be asked to continue their funding support to the forum for the triennium.

28. Acquiring adequate resourcing and operational support for delivery of activities within the Manukau Harbour is an action for the forum.
Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations
29. There are no significant risks from reconstituting the forum. Any issues arising from the forum can be mitigated through operational management of the forum.

Ngā koringa ā-muri
Next steps
30. Arrangements for the meetings of the forum will be made once the forum is reconstituted, and staff will progress the Governing Body’s consideration of the review recommendations.

Ngā tāpirihanga
Attachments

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<th>No.</th>
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<td>A</td>
<td>Manukau Harbour Forum Terms of Reference</td>
<td>147</td>
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<tr>
<td>B</td>
<td>Manukau Harbour Forum Governance and Management Support Review</td>
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Ngā kaihaina
Signatories

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<td>Manoj Ragupathy - Relationship Manager Manurewa &amp; Papakura</td>
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</table>
Manukau Harbour Forum Joint Committee – Terms of Reference (Updated 30 August 2019)

1. Introduction

The formation of a forum to champion the sustainable management of the Manukau Harbour and adjacent communities has arisen through the collective aspirations of local boards bordering the harbour itself. Local Boards have a statutory responsibility and are democratically accountable for identifying and communicating the interests and preferences of the people in their Local Board area in relation to the content of the strategies, policies, plans, and bylaws of the Auckland Council.

The Manukau Harbour is a regional taonga/treasure for all the peoples of Auckland. It is therefore appropriate that Local Boards collectively contribute to strategies and outcomes that restore and enhance the well-being of the harbour itself.

A 2019 Manukau Harbour Forum sponsored review identified benefits having closer relationships with the Governing Body and having member representation on the Forum. The Manukau Harbour Forum resolved to invite Governing Body involvement via two councillor representatives to be appointed to the Forum, including one as co-chair and retaining local board membership of nine local boards and increasing overall Forum membership to 11.

2. Background / Context

Prior to November 2010, agencies generally approached issues of community concern in alignment with the previous local authority boundaries, and somewhat independently in each area. Five legacy territorial authorities and the Auckland Regional Council had a direct interest in the harbour due to proximity. Under the Auckland Council, the following local boards1 share a boundary with the harbour and constitute member boards:

- Waitakere Ranges
- Whau
- Puketapapa
- Maungakiekie-Tamaki
- Otara-Papatoetoe
- Mangere-Otahuhu
- Manurewa
- Papakura
- Franklin

There is sufficient commonality of issues and interests, for synergies to be gained from a sub-regional approach to advocacy in relation to the management of the Manukau Harbour. This is also supported by the legislative imperative for local boards to work together where the interests and preferences of communities within each local board area will be better served by doing so.

Furthermore, to enhance the effectiveness and influence of the Forum, representation from the Governing Body is encouraged with two Councillors being invited to be appointed to be members of the Forum, with one Councillor to be co-chair of the Forum alongside of a local board representative.

Likely benefits of such an alliance of multiple local boards along with governing body representation are early identification of and response to emerging issues, a more cohesive approach to multi-causal problems, and greater efficiency and effectiveness of planning and interventions. These benefits are particularly pertinent planning matters relating to:

- Auckland Council’s statutory obligations under Te Tiriti o Waitangi/The Treaty of Waitangi
- The Auckland Plan and the Unitary Plan
- The Annual Plan and the Long-term Plan (LTP)
- The Waitakere Ranges Heritage Area Act 2008
- The 1990 Manukau Harbour Action Plan
- National Policy Statements and National Environmental Standards

1 Member boards listed in geographical order from north to south
3. Purpose

The purpose of the Manukau Harbour Forum is to provide for a means of collective Local Board advocacy on issues affecting the Manukau Harbour, and the adjacent foreshore. Issues to be addressed by the Forum may include:

- Restoration of the health and wellbeing of the Manukau Harbour
- The role of Mana Whenua in relation to the Manukau Harbour
- A unified management-approach to the Manukau Harbour
- Advocacy on issues related to both natural and human activities affecting the harbour foreshore
- Wastewater and stormwater discharges
- The strategic removal of mangroves and Pacific oysters
- Coastal erosion mitigation opportunities
- The enhancement of marine and coastal habitats that assist with increased biodiversity
- The preservation of sustainable commercial and recreational fisheries within the harbour
- The protection of Maui’s Dolphin and other species
- Catchments and tributary streams that flow into the harbour
- Access to the harbour
- The role of the port operation at Onehunga

4. Principles

The Forum is in principle collectively accountable to the wider community for supporting the development and delivery of the community’s vision in relation to the Manukau Harbour. In practice, individual members are accountable to their own boards and to the constituents whose interests they represent.

The Forum:

- Is strategic, not operational
- Deals only with matters where collaboration and synergy add value (it does not duplicate what already exists, or deal with matters that are better dealt with more locally, i.e. it does not work at a single board level) though it may deal with issues that impact some but not all member boards.
- Is committed to Te Tiriti o Waitangi/The Treaty of Waitangi, and it will work actively to ensure that it also acknowledges and recognises the interests of mana whenua through continued development of an open relationship with mana whenua
- Recognises the local, regional, and national significance of the Waitakere Ranges and its foothills and coasts, as set out in the Waitakere Ranges Heritage Area Act 2008, and acknowledges the statutory obligations to protect the Heritage Area.
- Will focus on commonalities rather than differences.
Te take mō te pūrongo
Purpose of the report
1. To provide the Manurewa Local Board with an integrated quarterly performance report for quarter one, 1 July – 30 September 2019.

Whakarāpopototanga matua
Executive summary
2. This report includes progress against work programmes as provided in Attachment A, financial performance as provided in Attachment B, key challenges the 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 Manurewa Local Board Plan outcomes.
4. Key activity updates from this quarter are:
   - Community Volunteer Awards ceremony
   - delivery of various programmes at Nathan Homestead and Manurewa’s libraries
   - increase in attendance at Manurewa Leisure Centre
   - physical works underway on Keith Park all-abilities playground
   - twenty-eight young people undertook training through the Southern Initiative’s Youth Connections to connect them into employment
   - ecological volunteers planted 1600 plants.
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), amber (some risk or issues, which are being managed) or grey (cancelled, deferred or merged). The following activities are reported with a status of red (behind delivery, significant risk):
   - Manurewa Coastal Walkway Network - develop walkways (Heron Point).
6. The financial performance report compared to budget 2019/2020 is attached. There are some points for the local board to note. Net financial operating performance for Manurewa local board area is six percent over budget for the quarter, with community facilities, active recreation, parks services and full facility contracts overall exceeding budget mainly in the costs of utilities, materials and response repairs. Locally driven initiatives projects are mostly in progress. Capital spend is slightly behind budget for the quarter, with delivery achieved mostly for ongoing and substantial renewal programmes.
7. The annual plan budget has been revised to incorporate delayed delivery or earlier commencement of individual projects or other changes that are of material value. The net effect of these changes is reflected in the full year revised budget. The work programmes have also been updated to reflect these changes, including recommendations for additional Risk Adjusted Programme (RAP) projects.
Ngā tūtohunga
Recommendation/s

That the Manurewa Local Board:

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

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

c) approve the amendment to the Community Facilities 2019-2022 work programme project ‘Weymouth Boating Club – renew and improve boat ramp’ SharePoint ID 2321 to amend the activity description to remove the words ‘Local Renewals contribution $100,000 FY19’ and replace it with ‘Maritime Recreation Fund contribution $100,000 FY19’

d) approve changes to the Community Facilities 2019-2022 work programme to add the investigation and design stages of the following projects to the Risk Adjusted Programme:

i) Finlayson Community House - refurbish facility SharePoint ID 2697

ii) Laurie Gibbons Memorial Park change rooms SharePoint ID 2803

iii) Wiri Stream reserve – renew bollards SharePoint ID 2822

iv) Renew park structures FY20/21 - Manurewa SharePoint ID 2983

v) Renew walkways and paths FY20/21 – Manurewa SharePoint ID 2744

e) reallocate $2000 from work programme item ‘CCTV and town centre safety initiatives’ (SharePoint ID 3509) to work programme item ‘Anzac Day Services – Manurewa’ (SharePoint ID 262).

Horopaki

Context

8. The Manurewa Local Board has an approved 2019/2020 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
- The Southern Initiative
• Auckland Tourism, Events and Economic Development.

9. Work programmes are produced annually, to meet Manurewa Local Board outcomes identified in the three-year Manurewa Local Board Plan. The local board plan outcomes are:

- People in Manurewa are actively connecting everywhere, every day
- A prosperous local economy supporting local people
- Manurewa is well-connected and easy to move around
- Our environment is a source of pride and enjoyment for the community
- Manurewa is our home, our community.

10. 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

11. 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).
12. 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 2: Work programme by RAG status**

**Graph 3: Work programme by activity status and department**

**Key activity updates from quarter one**

13. The following are key activity updates from quarter one. These are aligned to outcomes in the Manurewa Local Board Plan.

*People in Manurewa are actively connecting everywhere, every day*

- The Community Volunteers Award ceremony was successfully delivered on 6 September. Three hundred people attended the event, which was held at Manurewa Sports Centre. Eighty-two nominees received awards, with Jim Watkins receiving the Volunteer of the Year award in recognition of more than 60 years of voluntary service to the Manurewa community.

- Nathan Homestead delivered eight programmes this quarter, which included 46 programme sessions and received a combined total of 2,433 attendees and participants. Highlights included the following events and programmes:
  - a series of weekend workshops called ‘Return to Power’ aimed at Pacific and Māori young people who have a passion for creative and performing arts
- Garth Steeper's 'For PBS' exhibition and Alfriston College's 'Ko Wai Tatou? Who Are We?' exhibition
- the introduction of 'Rei Niho Whale Bone Carving' and 'Whatu Kakahu' Māori Cloak Weaving courses.

- Highlights from programmes delivered by the libraries team in this quarter include:
  - strong attendance at preschool storytime sessions
  - celebrating Harry Potter's birthday and Roald Dahl Day
  - Comic Book Month, where a record number of entries into the Comic Book Month Take 3 competition were received
  - regular visits by Children and Youth Librarians to Manurewa High School and James Cook High School where they meet with members of the Manga Clubs
  - large numbers attending Te Epetoma o te Reo Māori Kūki ‘Airani / Cook Islands Language Week and Uike Katoanga’i ’o e Lea Faka-Tonga / Tongan Language Week special storytimes.

- Manurewa Leisure Centre has seen an increase in active visits, increasing by four per cent from same period last year (June to August). OSCA registrations have improved from the same time last year and centre staff are now delivering a new programme providing physical education to South Auckland Middle School. Strength and Balance classes for seniors, facilitated by Age Concern, have been well patronised, resulting in an additional session being added to meet demand.

- Physical works commenced on the all-abilities playground at Keith Park in September. This is expected to be completed in December, with an opening event planned for 20 December.

A prosperous local economy supporting local people
- Visits to Manurewa Pool and Leisure Centre from groups benefiting from the board subsidising entry fees in quarter one included 3,064 aged 65 and over and 10,063 adults supervising children and people with disabilities.
- Certificate of Approval (COA) security training and a Noho-based training programme were delivered by The Southern Initiative in this quarter. Ten young people were provided with COA training through Smac Gym and C4 Security, with all ten achieving the training and certification. Four of the participants have subsequently found full time employment earning the living wage. Eighteen young people completed the five-day Noho-based training.

Our environment is a source of pride and enjoyment for the community
- The ecological volunteers and environmental programme saw a total of 506 volunteer hours recorded and 1600 plants planted this quarter. The Community Park Ranger organised events - two at Totara Park, one at Rata Vine Reserve and one at Wattle Farm Road Reserve.

Manurewa is our home, our community
- Libraries delivered a range of activities for adults and children during Whakatipu i te Reo Māori / Māori Language Week. Carvers from Rory Roi Toi Katipa's team provided sessions for both adults and tamariki where they were able to get a hands-on experience of carving. A large number of performers from local schools participated in a kapa haka event.
Activities with significant issues

- There is one activity with a significant issue:
  - Manurewa Coastal Walkway Network - develop walkways (Heron Point): this project has been placed on hold. The project is funded from the Maritime Recreation Fund, which is currently being used for the Weymouth Boat Ramp renewal. On completion of the boat ramp remaining funds can be reconsidered for this project.

Activities on hold

- The following work programme activities have been identified by operating departments as on hold:
  - Manurewa Community Centre development: This project is currently on hold awaiting the result of a strategic assessment
  - Clendon Community House, 60 Maplesden Drive: Lease to Clendon Residents Group Incorporated: This lease project is on hold pending confirmation of the head lease with Housing New Zealand for the Clendon Community House and Ratavine Community House
  - Ratavine Community House, 1 Rata Vine Drive, Manukau Central: Lease to RaWiri Residents Association Incorporated: This lease project is on hold pending confirmation of the head lease with Housing New Zealand for the Clendon Community House and Ratavine Community House
  - Manurewa Netball Complex, 1R Dalgety Drive, Manukau Central: Netball Manurewa Incorporated: Renewal of ground lease on hold pending completion of the service needs assessment and operational framework for multiple use of the building following the proposal to transfer the building to the council. Options will be presented to the board once the assessment is completed
  - War Memorial Park, 16R Gibbs Road, Manurewa: Lease to Manurewa Association Football Club Incorporated: This lease project is on hold pending the completion of the detailed business case for the redevelopment of War Memorial Park
  - Tadmor Park, 238R Great South Road, Manurewa: Lease to Senior Citizens Service Club of Manurewa Incorporated: This lease project is on hold while staff work with stakeholders to develop options to increase utilisation of the building
  - Mountfort Park, 25R Dr Pickering Avenue, Manurewa: Lease to Manurewa Rugby Football Club Incorporated: This lease project is on hold pending the resolution of issues around outstanding building insurance charges.

Changes to the local board work programme

Deferred activities

16. There are no activities that have been deferred from the 2019/2020 work programme.

Cancelled activities

17. These activities are cancelled:
  - CCTV and town centre safety initiatives: Responsibility for CCTV maintenance is now with Auckland Transport. CCTV monitoring is being funded through another activity line and responsibility for this rests with the Manurewa Business Association. The $2,000 budget is no longer required for CCTV and can be reallocated by the local board in quarter two.
  - Staff recommend that these funds be reallocated to Anzac Day Services – Manurewa (SharePoint ID 262). In September 2019, the board approved the use of $1,574.53
from this budget line to manufacture and sign write 27 new crosses of remembrance to be used for Armistice and Anzac Day ceremonies. The board’s intention was to replace these funds through reallocation prior to Anzac Day. This reallocation will fulfil that intention.

**Activities merged with other activities for delivery**

18. There are no activities that have been merged with other activities for efficient delivery.

**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 recommendations on amendments to timelines in the Community Facilities work programmes are unlikely to have climate impacts.

**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 Manurewa Local Board of the performance for the quarter ending 30 September 2019.

**Tauākī whakaaweawe Māori**

**Māori impact statement**

24. Staff connected with Te Ora o Manukau, Mana Whenua and Mataawaka to explore opportunities for responding to Māori aspirations.

25. Staff co-facilitated a rangatahi co-design workshop to increase Māori voting representation and participation, in partnership with Te Ara Rangatahi and Te Kaha o te Rangatahi. This was an initiative supported and directed by the Māori Input into Local Board Decision Making (MIILBDM) project to strengthen engagement and responsiveness to Māori by southern local boards.

26. The funding agreement with Ōtara Health to administer the MIILBDM project will be signed and paid out in quarter two.

27. The Manurewa Marae funding agreement has been administered to support the Manurewa Marae with intergenerational programmes. This is a flow-on from the Relashing the Waka - Matariki Kaumatua / Kuia activation day held to celebrate seniors in Manurewa.

28. Nathan Homestead hosted a series of weekend workshops called ‘Return to Power’ aimed at Pacific and Māori young people who have a passion for creative and performing arts and introduced ‘Rei Niho Whale Bone Carving’ and ‘Whatu Kakahu’ Māori cloak weaving courses.

29. Libraries celebrated Whakatipu i te Reo Māori / Māori Language Week with various activities for children and adults.
Ngā ritenga ā-pūtea  
Financial implications

30. There are no financial implications associated with this report.

Financial Performance

31. Operating expenditure for the quarter is $322,000 over budget. Asset Based Services (ABS) operating expenditure is $400,000 over budget with parks services, facility contracts and community facilities costs overall exceeding budget mainly in the costs of utilities, materials and response repairs. Locally Driven Initiatives (LDI) operating expenditure is $79,000 underspent overall with $71,000 of uncompleted projects carried over from last year. There are no material issues with LDI progress.

32. Operating revenue is almost on budget.

33. Capital expenditure of $757,000 is slightly behind budget for the quarter, with delivery mainly for parks assets and leisure building facility renewals.

Revised Budget

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

35. 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.

36. 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.

37. 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.

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

39. The Community Facilities Build Maintain Renew work programme financial allocations have been updated in accordance with the carry forwards as shown in Attachment C. Points to note, some of which require minor alterations to the work programme wording are as follows:

- SharePoint ID 2321 project ‘Weymouth Boating Club – renew and improve boat ramp’ includes an error in the activity description which currently reads ‘Local Renewals contribution $100,000 FY19’ but should read ‘Maritime Recreation Fund contribution $100,000 FY19’. This is a typographical error as the project has never been funded by local renewals, and the correction should be made to reflect the accurate funding source.

Risk Adjusted Projects (RAP)

40. The approved Community Facilities 2019/2020 work programme and 2020-2022 indicative work programme includes projects identified as part of the Risk Adjusted Programme (RAP). These are projects that the Community Facilities delivery team will progress, if possible, in advance of the programmed delivery year. This flexibility in delivery timing will help to achieve 100 per cent financial delivery for the 2019/2020 financial year, by ensuring that if projects intended for delivery in the 2019/2020 financial year are delayed due to unforeseen circumstances, that other projects can be progressed while the causes for delays are addressed.

41. Since approval of the local work programmes in June 2019 investigation and design (including forecasting of delivery) has commenced. As a result, it has become apparent that some projects that had been included for delivery in the 2019/2020 financial year may not be able to be progressed as quickly as anticipated. Reasons for delays include matters such as consenting, heritage items identified, and consultation requirements. Therefore, in order to
enable 100 per cent delivery to budget, Community Facilities request approval to RAP and progress the following projects:

- Finlayson Community House - refurbish facility SharePoint ID 2697
- Laurie Gibbons Memorial Park change rooms SharePoint ID 2803
- Wiri Stream reserve – renew bollards SharePoint ID 2822
- Renew park structures FY20/21 - Manurewa SharePoint ID 2983
- Renew walkways and paths FY20/21 – Manurewa SharePoint ID 2744.

**Ngā raru tūpono me ngā whakamaurutanga**

**Risks and mitigations**

42. 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.

43. 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**

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

**Ngā tāpirihanga**

**Attachments**

<table>
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<td>Work programme update</td>
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<td>Financial performance report</td>
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<tr>
<td>C1</td>
<td>Updated Community Facilities BMR Work Programme 19-22</td>
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</tbody>
</table>

**Ngā kaihaina**

**Signatories**

<table>
<thead>
<tr>
<th>Author</th>
<th>Robert Boswell - Local Board Advisor - Manurewa</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authoriser</td>
<td>Manoj Ragupathy - Relationship Manager Manurewa &amp; Papakura</td>
</tr>
<tr>
<td>ID</td>
<td>Activity Name</td>
</tr>
<tr>
<td>------</td>
<td>-------------------------------------------------------------------------------</td>
</tr>
</tbody>
</table>
| 110  | Manurewa Lifelong Learning and Seniors Network                                | Enable Manurewa's growing number of residents aged 55 years and over to engage in community activities and access the Life Long Learning Scholarship to apply for funds for lifelong learning opportunities. Strengthen the capacity and partnerships of the Manurewa Seniors Network to deliver Manurewa Seniors Network Expo and Life Long Learning Fund for seniors in Manurewa, ($51k) | CS ACE Community Empowerment | Fig Opex     | $65,000 | In progress | Green | The Manurewa Seniors Network meetings are on hold as the meetings have been service provider led rather than community led by seniors, and have not been well attended.  
Harman's Housing was unable to meet all its deliverables and have returned its unspent funding. Staff are engaging a local contractor to identify existing local seniors networks and groups, and isolated seniors in the local board area, to establish their needs, strengths and aspirations. Results of the project will be available in Q2. |
| 111  | Manurewa Youth Council and Rangatahi Scholarships                            | Fund the Youth Council to be involved in building the capacity of young people to shape plans, neighbourhood facilities, and encourage and support youth-led activities, linking into placemaking activity in Manurewa, ($45k) | CS ACE Community Empowerment | Fig Opex     | $72,000 | In progress | Green | The Manurewa Rangatihik scholarship round will be open for interested applicants by the end of Q1. The 2019/2020 application criteria have been updated and the promotion will have links to these documents. Applicants will be informed of the local board's decisions in December 2019.  
The funding agreement has been completed and processed for Manurewa Youth Council. |
| 114  | Apply the empowered communities approach - connecting communities (MIN)         | Broker strategic, collaborative relationships and resources within the community. This includes key activity areas: 1. Engaging communities - reaching out to less accessible and diverse groups - focusing on capacity building and inclusion - supporting existing community groups and relationships. 2. Strengthen community-led placemaking and planning initiatives - empowering communities to provide input into placemaking initiatives - influence decision making on place-based planning and implementation. This includes urban revitalisation activities, collaborating with relevant council departments and council-controlled organisations. 3. Enabling council - supporting groups to gain access to operational and technical expertise and identify and address barriers to community empowerment. 4. Responding to the aspirations of mana whenua, mōtuhake, māori and Māori organisations - this does not replace or duplicate any stand-alone local board Māori responsiveness activities. 5. Reporting back to local board members on progress in activity areas 1 - 4 | CS ACE Community Empowerment | Fig Opex     | $0      | In progress | Green | In Q1, the strategic Broker - Participated in the Manurewa Town Centre Stepping Group for Manurewa, Māori communities network, and Crime and Safety network group to strengthen relationships, explore opportunities for breaking and keeping internets - engaged with community groups including less accessible ones to enable council’s Civic Events team to collaboratively deliver the Manurewa Local board Community Volunteer Awards. The event reflected strong collaboration and partnering - Attended two cross council meetings to strengthen internal relationships and explore opportunities for achieving the Thriving Communities Action Plan - Connected with Te Ao o Manukau, Mana Whenua and Māori to explore opportunities for responding to Māori aspirations. The programmes of work with MyFurn involves three workshops focused on responding to the views of community. Over 100 people attended the Phase One workshop in June 2019, with very positive feedback. The Phase two workshop will occur on 27 September 2019 and focus on the identified priorities from workshop one. |
| 115  | Respond to Māori aspirations - Manurewa Māori responsiveness                 | $9800 - Enable Ōtara Health to administer the delivery of the Māori Input into Local Board Decision Making Project Delivery Group  
$14,000 - Engage in the Māori Input into the Local Board Decision Making Project Delivery Group and deliver the actions directed by the Māori Input in Local Board Decision Making Governance Group.  
$14,000 - Enable, support and identify the opportunities and needs of both Māori Whenua and Mātaiwaka communities from the flow on of Manurewa Māori’s “Bulaing the Waika Projects” | CS ACE Community Empowerment | Fig Opex     | $27,000 | In progress | Green | The strategic broker co-facilitated the Rangatihiki co-design workshop to increase Māori voting representation and participation in partnership with Te Aka Rangatihiti and Te Kahere i te Rangiwha. This was an initiative supported and directed by the Māori Input into the Local Board Decision Making Group (MILBDM) to strengthen engagement and responsiveness to Māori by southern local boards.  
The Manurewa Māori Funding Agreement has been administered to support the Manurewa Māoriate with intergenerational programmes. This is a flow-on from Relating the Waika - Mātaiwha Kaumātua / Kiōna activation day to celebrate seniors in Manurewa.  
The funding agreement with Ōtara Health to administer the MILBDM project will be signed and paid out in Q2. |
| 261  | Citizenship Ceremonies - Manurewa                                            | Deliver an annual programme of citizenship ceremonies in conjunction with the Department of Internal Affairs | CS ACE Events          | ABUS Opex    | $23,903 | In progress | Green | The Civic Events team delivered citizenship ceremonies on two separate occasions during Q1 with 793 new citizens from Manurewa local board area. |
| 262  | Auckland Day Services - Manurewa                                             | For funding for local Auckland Day Services within the local board area as per the plan | CS ACE Events          | Fig Opex     | $4,100  | Approved   | Green | The Auckland Day Services events were scheduled for Q4, however, planning will commence in Q2. |
| 263  | Local Civic Events - Manurewa                                                | Deliver and/or support civic events within the local board area  
$8,500 - Deliver and/or support civic events within the local board area to note this amount has been increased from $7k to $9.5k reflect the additional $2.5k LLA expense for Kaumātua services at citizenship ceremonies.  
$8,500 - Deliver and/or support civic events within the local board area to note this amount has been increased from $7k to $9.5k reflect the additional $2.5k LLA expense for Kaumātua services at citizenship ceremonies. | CS ACE Events          | Fig Opex     | $8,500  | In progress | Green | The Waymouth Bowling Club blessing event was confirmed to be held in Q3. Further conversations will take place in Q2.  
In Q1, the Civic events team delivered one civic event in the local board area - Keith Park playground dawn blessing, with 30 people attending the morning karakia followed by a light refreshment on site. |
## Work Programme 2019/2020 Q1 Report

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Lead Dept / Unit / Org</th>
<th>Budget Source</th>
<th>Budget</th>
<th>Activity Status</th>
<th>RAG</th>
<th>Q1 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>264</td>
<td>Community Volunteer Awards - Manurewa</td>
<td>Deliver a Community Volunteer Awards Banquet event within the local board area.</td>
<td>CS, AGE Events</td>
<td>LDI, Opex</td>
<td>$14,000</td>
<td>Completed</td>
<td>Green</td>
<td>The Civic events team delivered the Volunteers award ceremony in Q1. There were 82 nominees and 330 people attended the event held at Manurewa Sports Centre. All nominees received awards and Jim Watkins was awarded as Supreme winner.</td>
</tr>
<tr>
<td>265</td>
<td>Armistice Day - Manurewa</td>
<td>Armistice Day event delivery</td>
<td>CS, AGE Events</td>
<td>LDI, Opex</td>
<td>$7,000</td>
<td>In progress</td>
<td>Green</td>
<td>Planning has started for Anzac Day, to be delivered in Q2.</td>
</tr>
<tr>
<td>266</td>
<td>Jazz at Nathan Homestead</td>
<td>Deliver a free jazz concert and family fun event at Nathan Homestead</td>
<td>CS, AGE Events</td>
<td>LDI, Opex</td>
<td>$8,500</td>
<td>Approved</td>
<td>Green</td>
<td>Scheduled for delivery in Q3. Planning will commence in Q2.</td>
</tr>
<tr>
<td>267</td>
<td>Event Partnership I (1 of 2) - Manurewa</td>
<td>Funding to support externally delivered community events through a non-contestable process. - Eye on Nature (Manukau Beach Nutrition Trust) $12,000 - Manurewa Santa Parade (SDW Solutions) $20,000 - Manurewa Christmas in the Park (Manukau New Life Community Trust) $20,000 - Manurewa Junior Sports Awards $15,000 (Manukau Sports - Outdoor) Noise Event (SDW Solutions) $15,000, Totara Park Event (SDW Solutions) $25,000. Manurewa Fun Run (What Hope) $15,000 Total = $112,000</td>
<td>CS, AGE Events</td>
<td>LDI, Opex</td>
<td>$122,000</td>
<td>In progress</td>
<td>Green</td>
<td>Funding agreements have been completed for the following three events in this fund with $15,000 either been paid out or current waiting payment: - Manurewa Santa Parade $20,000 - Manurewa Christmas in the Park $20,000 - Totara Park Event $25,000. The remaining three agreements and payment of $77,000 is expected to be completed in Q2. Eye on Nature will be done as one overall Service Agreement with other contributing South local boards.</td>
</tr>
<tr>
<td>342</td>
<td>Community Grants (MR)</td>
<td>Funding to support local community groups through contestable grant rounds. There is a strong alignment between Manurewa Local Board’s priorities/strategies and the local board’s Arts, Community and Events (ACE) strategy.</td>
<td>CS, AGE Community Empowerment</td>
<td>LDI, Opex</td>
<td>$170,000</td>
<td>In progress</td>
<td>Green</td>
<td>The Local and Multi-board Grant Round One 2019/2020 was completed in Q1. $62,112.60 was allocated, leaving a total of $107,887.40 for the remaining grant rounds.</td>
</tr>
<tr>
<td>497</td>
<td>Operational Expenditure - Nathan Homestead (Council Facility)</td>
<td>Operate Nathan Homestead: - Provide exhibitions and public programming based on themes of exhibition. - Offer an experience of interest for exhibiting artists. - Provide a programme of art classes and workshops for adults and children that includes a focus on local board priorities. - This activity will be aligned with the local board’s arts, community and events (ACE) integrated placemaking activities. - Provide a venue for hire in Nathan Homestead.</td>
<td>CS, AGE Arts &amp; Culture</td>
<td>ABS, Opex</td>
<td>$348,062</td>
<td>In progress</td>
<td>Green</td>
<td>During Q1, Nathan Homestead delivered eight programmes which included 46 programme sessions and received a combined total of 2,433 attendees and participants. Highlights included the following events and programmes, a series of weekend workshops called ‘Return to Power’ aimed at Pacific and Māori young people who have a passion for creative and performing arts, Garth ‘Swiper’s’ ‘Four PHS’ exhibition and Atherton College’s ‘Ko Whio Tawhita’ Who Are We?’ exhibition, and the introduction of ‘Wai Hiko Whio Bone Carving’ and ‘Whata Kitekite’ Māori Clay Weaving courses.</td>
</tr>
<tr>
<td>499</td>
<td>Nathan Homestead Business Plan Initiatives</td>
<td>Deliver initiatives for Nathan Homestead identified in the David Nathan Park and Homestead Business Plan. This activity will be aligned with the local board’s arts, community and events (ACE) integrated placemaking activities.</td>
<td>CS, AGE Arts &amp; Culture</td>
<td>LDI, Opex</td>
<td>$70,000</td>
<td>In progress</td>
<td>Green</td>
<td>The detailed designs for the external signage and wayfinding have been reviewed by Arts and Culture staff and are with the Parties team for approval. Work is due to start on the removal of current signs in Q2.</td>
</tr>
<tr>
<td>1064</td>
<td>Access to Community Places - MS</td>
<td>Provide fair, easy and affordable access to a safe and welcoming venues in the Manurewa Local Board area.</td>
<td>CS, AGE Arts &amp; Culture</td>
<td>ABS, Opex</td>
<td>$0</td>
<td>In progress</td>
<td>Green</td>
<td>During Q1, participant numbers across council and community managed venues have decreased by eight per cent compared to the same period last year. Booking hours across council and community managed venues have remained the same compared to the same period last year. Satisfaction results for council managed venues show that 100 per cent of hires would recommend the venues they have visited in this local board. The top two activity types are arts/cultural events and meetings.</td>
</tr>
<tr>
<td>1065</td>
<td>Activation of Community Places - MS</td>
<td>Enable and coordinate a wide range of activities that cater to the diversity of the Manurewa local community. Delivery supported by council through a contract for service/funding agreement with Whakapuna Trust and City of Whakahoro (a Whakapuna Trust and Council of Whakapuna Trust and Council of Whakapuna Trust).</td>
<td>CS, AGE Community Places</td>
<td>ABS, Opex</td>
<td>$254,311</td>
<td>In progress</td>
<td>Green</td>
<td>During Q1, activation highlights for Manukau Community Houses and Centre included: the expansion of the food bank services to include clothing and household items for families in need and a well attended Whakapuna guiding workshop. All service contracts/funding agreements have been agreed and paid. The focus for Q2 will be the Regional Hub, our new gathering where partner organisations from across the region come together to network and leave with key information to support them in serving their communities.</td>
</tr>
</tbody>
</table>
### Work Programme 2019/2020 Q1 Report

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</thead>
<tbody>
<tr>
<td>1066</td>
<td>Programming in Community Places - MKJ</td>
<td>Develop and deliver programmes that respond to a need or gap in the Manurewa community. Community delivery: supported by council through a contract for service/funding agreement: Manurewa Community Centre (as per contract)</td>
<td>CS: ACE Community Places</td>
<td>ABS: Opex</td>
<td>$0</td>
<td>In progress</td>
<td>Green</td>
<td>During Q1, Manurewa Community Centre have developed and delivered a range of programmes with a number of partners. A highlight has been the Mataribau community intervention exercise programme that focuses on culture as a vehicle to ensure healthier lifestyles for our community.</td>
</tr>
<tr>
<td>1157</td>
<td>Randwick Park Community House, One year License</td>
<td>A one year term with Te Whare Awhina o Tanworth Incorporated for the operations of Randwick Park Community House 139 St Heliers Drive, Manurewa being Lot 1 DP 302268 for the 2019/2020 year, commencing 1 July 2019 and terminating on 30 June 2020.</td>
<td>CS: ACE Community Places</td>
<td>ABS: Opex</td>
<td>$0</td>
<td>Completed</td>
<td>Green</td>
<td>During Q1, the licence to Occupy and Manage was agreed and signed by Te Whare Awhina o Tanworth Inc.</td>
</tr>
<tr>
<td>1158</td>
<td>Clendon Park Community House, One year License</td>
<td>A one year term with Te Whare Awhina o Tanworth Incorporated for the operations of Clendon Park Community House 601 Freyton Avenue, Manurewa being Pt Lot 219 DP 355751/2 for the 2019/2020 year, commencing 1 July 2019 and terminating on 30 June 2020.</td>
<td>CS: ACE Community Places</td>
<td>ABS: Opex</td>
<td>$0</td>
<td>Completed</td>
<td>Green</td>
<td>During Q1, the licence to Occupy and Manage was agreed and signed by Te Whare Awhina o Tanworth Inc.</td>
</tr>
<tr>
<td>1162</td>
<td>Te Whare Awhina Community House, One year License</td>
<td>A one year term with Te Whare Awhina o Tanworth Incorporated for the operations of Te Whare Awhina Community House 4 Tamworth Close, Manurewa being Lot 393 DP 32504 for the 2019/2023 year, commencing 1 July 2019 and terminating on 30 June 2020.</td>
<td>CS: ACE Community Places</td>
<td>ABS: Opex</td>
<td>$0</td>
<td>Completed</td>
<td>Green</td>
<td>During Q1, the licence to Occupy and Manage was agreed and signed by Te Whare Awhina o Tanworth Inc.</td>
</tr>
<tr>
<td>3074</td>
<td>Manurewa Community Trust Partnership</td>
<td>Partnership with the Manurewa Community Trust Partnership for the allocation and administration of funding for community-led initiatives. LB will fund and partner with MCT who will transfer funds to community groups to deliver on local board outcomes.</td>
<td>CS: ACE Community Empowerment</td>
<td>LBE: Opex</td>
<td>$127,400</td>
<td>In progress</td>
<td>Green</td>
<td>Manurewa Community Trust received funding to allocate and administer local board community-focused funding. The Manurewa Community Network will hold the first of two expos on 10 October 2019 at Manurewa Town Centre. This is planned for Clemiston in April 2020. Organisations exhibiting at the expos cover health and wellbeing, whānau, education, aged and disability services, employment, social services, housing. There is no budget remaining in this activity.</td>
</tr>
<tr>
<td>3302</td>
<td>Community Safety Initiatives - including placemaking (MIA)</td>
<td>Funding the Manurewa Business Association for the delivery of community safety initiatives through placemaking and other activities, including CCTV monitoring. This includes the funding of Clendon Park Community Association for placemaking activities and organisational support</td>
<td>CS: ACE Community Empowerment</td>
<td>LBE: Opex</td>
<td>$70,000</td>
<td>In progress</td>
<td>Green</td>
<td>Manurewa Business Association received funding for the delivery of community safety initiatives through placemaking and other activities, including CCTV monitoring. Clendon Park Business Association received funding for placemaking activities and organisational support. There is no budget remaining for this activity.</td>
</tr>
<tr>
<td>3315</td>
<td>Community Response Fund Manurewa</td>
<td>Discretionary fund to respond to community issues as they arise during the year.</td>
<td>CS: ACE: Advisory</td>
<td>LBE: Opex</td>
<td>$16,783</td>
<td>In progress</td>
<td>Green</td>
<td>Green Transfer is $40,000 Te Rukuruku MR2019/112 $10,000 from work programmes moved to CRF. Balance: $30,793.</td>
</tr>
<tr>
<td>3509</td>
<td>CCTV and town centre safety initiatives</td>
<td>Carry forward to be allocated to an appropriate activity.</td>
<td>CS: ACE Community Empowerment</td>
<td>LBE: Opex</td>
<td>$2,000</td>
<td>Cancelled</td>
<td>Grey</td>
<td>Responsibility for CCTV maintenance is now with Auckland Transport. CCTV monitoring is being funded through another activity line and responsibility for this rests with the Manurewa Business Association. The $2,000 budget is no longer required for CCTV and can be reallocated by the local board in Q2. This activity is entirely carry forward budget from 2018/19. This carry forward amounts were approved and this activity line was created in Q2.</td>
</tr>
</tbody>
</table>
**Work Programme 2019/2020 Q1 Report**

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<tr>
<td>ATEED 1193</td>
<td>PopUp Business School South Auckland (MW)</td>
<td>The Pop Up Business School provides a free 10 day business school to provide education, support for local people interested in starting their own business. Examples elsewhere have had positive results in terms of the numbers of businesses established. By supporting local residents to provide an entrepreneurial training, the generation of local businesses will be increased and local employment opportunities provided.</td>
<td>ATEED Local Economic Growth</td>
<td>LDI Opex</td>
<td>$7,500</td>
<td>In progress</td>
<td>Green</td>
<td>Venue and dates for the PopUp confirmed for November 25th to December 6th 2019 at Te Hiaa O Manukau and event listed on ATEED website and Eventbite for registrations. Promotional video completed and various channels being used to draw registrations by community members.</td>
</tr>
<tr>
<td>ATEED 1195</td>
<td>Town Centre revitalisation implementation</td>
<td>To deliver initiatives that support the revitalization of the Manurewa town centre and other centres in the local board area. Projects would need to be supported through the Town Centre Steering Group. Specific work areas could include: - TC work and delivering on outcomes from the steering group; - Outcomes from work in surrounding environments - Te Mahaia Station work and delivering on outcomes.</td>
<td>ATEED Local Economic Growth</td>
<td>LDI Opex</td>
<td>$10,000</td>
<td>In progress</td>
<td>Green</td>
<td>The services of Richard Knoll Ltd and Auror Associates have been retained in order to support the steering group. A funding agreement has been drafted for site survey work to be undertaken at 289 Great South Road as part of the Te Mahaia Station project. This will be issued to the supplier in Q2 for signing with the work being undertaken as soon as possible once the agreement has been signed and agreed.</td>
</tr>
<tr>
<td>ATEED 1196</td>
<td>Young Enterprise Scheme (MR)</td>
<td>The Auckland Chamber of Commerce, on behalf of the Young Enterprise Trust, delivers the Young Enterprise Scheme (YES) in Auckland. ATEED as the economic development agency is a strategic partner supporting the delivery of YES. YES is a practical, year-long programme for year 12 and 13 students. Through the programme, students develop creative ideas into actual businesses, compete with real products and services and experience real profit and loss. The funding from the local board will support the delivery of the Young Enterprise Scheme Kick Start Days in February 2020. The Kick Start days are held in sub-regions (north, south, east, central/west) and are the first day students get to meet the Young Enterprise team and find out about their 2020 year, what YES is all about, and what is in store for them.</td>
<td>ATEED Local Economic Growth</td>
<td>LDI Opex</td>
<td>$2,000</td>
<td>In progress</td>
<td>Green</td>
<td>The Auckland Business Chamber is expected to draw down the funds allocated by the Local Board in Q2. This will enable them to deliver the YES Kick Start days in February 2020.</td>
</tr>
</tbody>
</table>

**Community Facilities, Build Manurewa Housing**

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<tr>
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</thead>
<tbody>
<tr>
<td>2026</td>
<td>Keith Park - retail toilet and playground</td>
<td>Remove and relocate the toilet block and pay seat at Keith Park away from the parking area, allowing for increased accessibility and public safety. FY19/20 - deliver the physical works. Estimated completion date yet to be established. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2132).</td>
<td>CP: Project Delivery</td>
<td>ARS: Capex - Renewals</td>
<td>$400,167</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Physical works on playground is in progress. Artwork of toilet has been approved. Next steps: Complete approvals for toilet installation due to be end of October and monitor physical works of playground until completion, mid-December.</td>
</tr>
<tr>
<td>2027</td>
<td>Mountford Park - renew general assets</td>
<td>Renew general assets in Mountford Park, including renewal of the bowling greens, drinking fountains, fencing, car park, seating, retaining wall, rubbish bins, seats and signage. Where required FY19/20 - obtain consents where required and plan the staged physical works. - complete FY20/21 - deliver the physical works components ensuring minimal disruption to the park users. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2132).</td>
<td>CP: Project Delivery</td>
<td>ARS: Capex - Renewals</td>
<td>$88,078</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Construction work has completed for Counties Manukau Drainage which is stage one. Next steps: Develop list of assets to be renewed and prepare business case for future years for stage two.</td>
</tr>
<tr>
<td>2028</td>
<td>Totara Park renewals</td>
<td>Remove park assets to ensure the park is maintaining current service levels. Works to include replacing the bascule, boatwalk, carpark, fencings, gates, paths, retaining wall, rubber bin, seats, signs, step and toilet block. Coordinate all-on-site physical works with the local board in alignment with the March 2019 local event FY19/20 - obtain consents as required and plan the physical works phases - FY20/21 - deliver the physical works allowing for minimal park disruption. Estimated completion date February 2020. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2148).</td>
<td>CP: Project Delivery</td>
<td>ARS: Capex - Renewals</td>
<td>$450,672</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Automatic ballasts have been installed, awaiting power supply and connections. Next steps: Estimated completion for ballasts is end of October 2019.</td>
</tr>
<tr>
<td>2064</td>
<td>War Memorial - renew car park</td>
<td>Renewal of the car park at the Manurewa War Memorial Park. This project was initiated in the FY19/18 programme. This project is completed and was delivered in advance of the planned timeframe. The budget remains in the original allocated year as it was committed.</td>
<td>CP: Project Delivery</td>
<td>ARS: Capex - Renewals</td>
<td>$0</td>
<td>Completed</td>
<td>Green</td>
<td>Project completed.</td>
</tr>
<tr>
<td>2127</td>
<td>Randwick Park - renew playground</td>
<td>Renewal of the playground facilities at Randwick Park. This project is carried-over from the FY17/18 programme (previous SP18 ID 3171). This project is completed and was delivered in advance of the planned timeframe. The budget remains in the original allocated year as it was committed.</td>
<td>CP: Project Delivery</td>
<td>ARS: Capex - Renewals</td>
<td>$0</td>
<td>Completed</td>
<td>Green</td>
<td>Project completed.</td>
</tr>
<tr>
<td>2156</td>
<td>Clendon Park Community House - refurbish exterior including roof</td>
<td>Refurbishment of Clendon Park Community House building exterior and roof. This project is a continuation of the FY17/18 programme (previous SP18 ID 2119). This project is in delivery and will be delivered in advance of the planned timeframe. The budget remains in the original allocated year as it was committed.</td>
<td>CP: Project Delivery</td>
<td>ARS: Capex - Renewals</td>
<td>$214,893</td>
<td>In progress</td>
<td>Amber</td>
<td>re-tender</td>
</tr>
</tbody>
</table>
### Work Programme 2019/2020 Q1 Report

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<tr>
<td>2157</td>
<td>Date: Hatakena Park - renew park assets</td>
<td>Renovation of the condition 4 and 5 park assets including the steps, pathways, and fencing, upon completion and approval of the Conservation plan. FY19/20 - investigate and scope, including options that would benefit from an increased level of service to be presented to the Local Board FY20/21 - plan and deliver the physical works. This project is a continuation of the FY17/18 programme (previous SP18 ID 2102).</td>
<td>CF: Project Delivery  - ABS: Capex - Renewals</td>
<td>$40,920</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Preliminary design phase is complete. Stakeholder consultation is completed. Detailed design and cost estimates are in progress. Next steps: Prepare business case with the scope and the cost of the project.</td>
<td></td>
</tr>
<tr>
<td>2194</td>
<td>Manurewa - renew park furniture and fixtures (2016/2017)</td>
<td>Renovation of the existing park furniture and fixtures at the following sites: Bellary Road roundabout, Mountpark Road, Blossom Place roundabout, Carter Park (Sharland Avenue Reserve), Greenmeadows Reserve, Leabank Park, (Leavell Park, Macadamia Park (Mona Vale Reserve), Wyometh Forem, FY18/19 - plan and deliver physical works. This project is a continuation of the 2017/18 programme (previous SP18 ID 2133).</td>
<td>CF: Project Delivery  - ABS: Capex - Renewals</td>
<td>$88,822</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Stage one completed for financial year 2018/2019. Next steps: Start planning for stage two renewals with working by Operations team scheduled for financial year 2019/2020.</td>
<td></td>
</tr>
<tr>
<td>2195</td>
<td>Manurewa AFC Building - refurbish facility</td>
<td>Refurbishment of the Manurewa AFC building both internally and externally. The project is on hold pending continuation of Local Board instructions to progress forward. This project is a continuation of the FY17/18 programme.</td>
<td>CF: Project Delivery  - ABS: Capex - Renewals</td>
<td>$80,000</td>
<td>Approved in principle</td>
<td>Grey</td>
<td>To be removed - no funding available within three year work programme. Dependent on One Local Initiative (OLI) direction.</td>
<td></td>
</tr>
<tr>
<td>2201</td>
<td>Nathan Homestead - major building renewal including wayfinding signage</td>
<td>Comprehensive building renewal including replacement of the carpet, vinyl, Te Reo Mori signage, toilets, heritage sheds, CCTV, rear entrance and shared office.</td>
<td>CF: Project Delivery  - ABS: Capex - Renewals</td>
<td>$209,453</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Procuring physical works for interior refurbishment. Detailed design underway for wayfinding signage. Consultant engaged to carry out scope, assessment and recommendations for heritage sheds. Next steps: Commence physical works for interior refurbishment. Procure signage and installation. Compile scope of works for heritage sheds and obtain physical works pricing.</td>
<td></td>
</tr>
<tr>
<td>2234</td>
<td>Te Matauau Community Centre - comprehensive renewal</td>
<td>Comprehensive renewal at the community centre to include an exterior building refurbishment, trenched carpark for centre staff vehicles, outdoor seating replacement, reception/office lift, roof replacement and cladding refacing, toilet court/decanter aid; stadium repair, stormwater extension, upgrade security system, where Kai Rakaraka floor.</td>
<td>CF: Project Delivery  - ABS: Capex - Renewals</td>
<td>$72,001</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Project stage one completed and handed over. Stage two to start on 15 October 2019. Next steps: Handover.</td>
<td></td>
</tr>
<tr>
<td>2290</td>
<td>Renew play spaces (FY01/02) - Manurewa</td>
<td>Renew play space assets at the following priority sites: Keri Anne Park, Leabank Park and Woodworth Road Reserve. FY18/19 - investigate and design the works required at the play areas including options that would benefit from an increased level of service to be presented to the local board. Estimated completion date yet to be established.</td>
<td>CF: Project Delivery  - ABS: Capex - Renewals</td>
<td>$24,625</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Draft concepts completed and have been reviewed for renewal assessment. Advised of board's concept for feedback for further development. Space plans which do not require further development and investment to continue with detailed design. Discussions with local board regarding funding allocation in work program has taken place. Next steps: Proceed with detailed design for delivery of play spaces, work with local board on further investment and development of selected play spaces.</td>
<td></td>
</tr>
<tr>
<td>2291</td>
<td>Renew walkways and paths (FY19/20) - Manurewa</td>
<td>Renew walkways and paths in conjunction with the approved (Greenways Plan for the Manurewa Local Board) area FY19/20 - design and plan the physical works, obtaining consent where required. FY20/21 - plan and deliver the physical works. Estimated completion date yet to be established.</td>
<td>CF: Project Delivery  - ABS: Capex - Renewals</td>
<td>$32,893</td>
<td>In progress</td>
<td>Green</td>
<td>The Manurewa Greenways Plan has been delayed. Currrent status: Draft scoping reports have been reviewed. Next steps: Present the options from the scoping reports to the local board.</td>
<td></td>
</tr>
<tr>
<td>2292</td>
<td>Manurewa - install CCTV cameras</td>
<td>Overview: installation of new CCTV cameras throughout the Manurewa area. Investigate provision gaps for the camera in collaboration with the Council's Security Manager, options to be presented to the board for their input and approval. Estimated completion date yet to be established.</td>
<td>CF: Project Delivery  - ABS: Capex - Development</td>
<td>$26,048</td>
<td>Approved</td>
<td>Green</td>
<td>Current status: Close out all televisions to be installed at various sites is being investigated in collaboration with the Council security team and Community/Corporate facilities. Next steps: Finalise the close circuit television sites, scope of work and complete the project.</td>
<td></td>
</tr>
<tr>
<td>2321</td>
<td>Weymouth Boating Club - renew and improve boat ramp</td>
<td>Renew and improve boat ramp at the Weymouth Boating Club to ensure it is fit for purpose. FY19/20 investigate and design the boat ramp in collaboration with the coastal team. FY20/21 obtain consenting where applicable and deliver the physical works.</td>
<td>CF: Project Delivery  - ABS: Capex - Renewals</td>
<td>$309,187</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: From latest update with the board, the project will be split into two stages. Stage 1: multi use from winter and spring 2019/20 and focusing on dredging and ramp connection works. Stage 2: to be delivered in summer 2019 and autumn 2020. Next steps: Finalise design works and tender process.</td>
<td></td>
</tr>
<tr>
<td>2421</td>
<td>Kaimoana Street - renew seawall</td>
<td>Renewal of the seawall at Kaimoana Street/Esplanade. FY19/20 - investigate, design and undertake consenting for the works required to ensure the asset remains fit for public use. FY20/21 - plan and deliver the physical works. Estimated completion date yet to be established.</td>
<td>CF: Project Delivery  - ABS: Capex - Renewals</td>
<td>$1,330</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Procurement for design and consent of the renewal has gone out to tender. Next steps: Evaluate the tender responses and engage a consultant.</td>
<td></td>
</tr>
</tbody>
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## Work Programme 2019/2020 Q1 Report

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<tr>
<td>2440</td>
<td>Manurewa - LDT minor capex fund 2019/2020</td>
<td>Funding to deliver minor capex projects throughout the financial year as approved in the monthly local board workshops.</td>
<td>CF - Project Delivery</td>
<td>LDT Capex</td>
<td>$100,000</td>
<td>Approved</td>
<td>Green</td>
<td>Current status: Wattle Farm Pond project from previous year is in construction and will be completed end of September. Next stage: Receive direction from the local board for any new initiatives.</td>
</tr>
<tr>
<td>2441</td>
<td>Renew park road and car parks FY19/19 - Manurewa</td>
<td>Renew park road and car parks at the following sites: Weymouth Community Hall and Arena Way Reserve to ensure the sites remain fit for purpose. FY19/20 - obtain cost estimates, consents where applicable and plan the physical works. FY20/21 - deliver the physical works. Estimated completion date yet to be established.</td>
<td>CF - Project Delivery</td>
<td>ABS - Capex Renewals</td>
<td>$0</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Weymouth Community Hall - construction is complete. Keith Park - the engaged consultant is designing the carparks to align with the playground concept plan and improve accessibility. Arena Way Reserve - A change in the layout area is required before further action can be taken. Next steps: Keith Park - present concept design to the local board for feedback. Arena Way Reserve - confirm the new lease area. Weymouth Community Hall - complete project close out documents.</td>
</tr>
<tr>
<td>2442</td>
<td>Manurewa Community Centre development</td>
<td>Development of new community centre in Manurewa. Current status - stage one - develop concept design to be proposed to the local board by their input and approval. Consultation to be undertaken with key stakeholders and community. FY19/20 - design concept and quality surveyed cost estimates to be established for the local board to review. FY20/21 - obtain resource consents and plan the physical works stages. Estimated completion and milestones dates yet to be established.</td>
<td>CF - Project Delivery</td>
<td>ABS - Capex Development</td>
<td>$79,000</td>
<td>On Hold</td>
<td>Amber</td>
<td>A strategic assessment is required to be able to progress the project. Current status: Awaiting the strategic assessment. Next step: Determine the design brief of this project.</td>
</tr>
<tr>
<td>2564</td>
<td>Manurewa Netball Complex - renew courts</td>
<td>Overview - renew the netball courts at the complex. Current status - stage one - develop a business case, design and plan the physical works. Stage two - obtain resource consent, tender and deliver physical works. Estimated completion date yet to be established.</td>
<td>CF - Project Delivery</td>
<td>External Funding</td>
<td>$0</td>
<td>Completed</td>
<td>Green</td>
<td>Project completed.</td>
</tr>
<tr>
<td>2582</td>
<td>Totara Park - renew tracks and bridle trail</td>
<td>Renew mountain bike tracks, bush walking tracks and bridle trail throughout the park. FY20/21 - investigate and scope the renewal works required including options that would benefit from site works. Final stage of service to be presented to the local board FY22/23 - plan the physical works for delivery. Estimated completion dates yet to be established.</td>
<td>CF - Investigation and Design</td>
<td>ABS - Capex Renewals</td>
<td>$0</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Site visit conducted with engineer to understand scope of works for stage one. Next steps: Engage consultant and proceed for design of stage one.</td>
</tr>
<tr>
<td>2586</td>
<td>Totara Park Friends Handicap Expansion Investigation</td>
<td>Investigate, design and cost estimate the requirement for a new expansion at Totara Park as informed by the Totara Park Masterplan. FY19/20 - investigate, design and cost estimate the works proposed and submit to the Local Board for further direction.</td>
<td>CF - Investigation and Design</td>
<td>LDT Capex</td>
<td>$40,000</td>
<td>Approved</td>
<td>Green</td>
<td>Current status: Strategic assessment. Next steps: Investigate and design.</td>
</tr>
<tr>
<td>2588</td>
<td>Totara Park Toilet Investigation</td>
<td>Investigate, design and cost estimate the requirement for a toilet to be installed at the at the Redoubt Road entrance to Totara Park as informed by the Totara Park Masterplan. FY 19/20 - investigate, design and cost estimate the works proposed and submit to the Local Board for further direction.</td>
<td>CF - Investigation and Design</td>
<td>LDT Capex</td>
<td>$30,000</td>
<td>Approved</td>
<td>Green</td>
<td>Current status: Strategic assessment. Next steps: Investigate and design.</td>
</tr>
<tr>
<td>2600</td>
<td>Totara Park Pools returfing of the pool</td>
<td>Returf pools</td>
<td>CF - Investigation and Design</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>2604</td>
<td>Clendon Community Centre Reserve - develop concept plan</td>
<td>Investigation and Design will develop a concept plan for the future development of Clendon Community Centre Reserve pending the outcome of the service assessment. This will be presented to the Local Board for formal adoption.</td>
<td>CF - Investigation and Design</td>
<td>LDT Capex</td>
<td>$30,000</td>
<td>Approved</td>
<td>Green</td>
<td>Current status: Finalise project scope and costing. Next steps: Issue a contract for this project.</td>
</tr>
<tr>
<td>2624</td>
<td>Arena Way Reserve - renew paly space</td>
<td>Renew play space at Arena Way. FY20/21 - investigate and design the works required at the play area including options that would benefit from an increased level of service to be presented to the Local Board. FY21/22 - scope and plan the physical works for delivery. Risk Adjusted Programme (RAP) project.</td>
<td>CF - Investigation and Design</td>
<td>ABS - Capex Renewals</td>
<td>$10,000</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Designer is engaged and public consultation is progressing to conclude by mid October. Next steps: Collate information and start design concept.</td>
</tr>
<tr>
<td>2631</td>
<td>Blackgate Reserve - renew walkway and drainage</td>
<td>Renew walkway and drainage of Blackgate Reserve to mitigate future flooding. FY19/20 - investigate and design the works required at the play area including options that would benefit from an increased level of service to be presented to the Local Board. FY20/21 - scope and plan the physical works for delivery. Risk Adjusted Programme (RAP) project.</td>
<td>CF - Investigation and Design</td>
<td>ABS - Capex Renewals</td>
<td>$10,000</td>
<td>Approved</td>
<td>Green</td>
<td>Current status: Community Facilities are working with Healthy Waters to coordinate stream improvements with path renewals. The local board will be consulted on increasing path widths as the path is on the draft greenways plan. Next steps: Confirm path width and timing of works.</td>
</tr>
<tr>
<td>2690</td>
<td>Holmes Road Depot - refurbishment</td>
<td>Refurbishment of the infrastructure. FY20/21 - investigate, scope and plan the physical works to ensure the asset remains fit for purpose FY22/23 - deliver the physical works.</td>
<td>CF - Investigation and Design</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>2691</td>
<td>Felthyson Community House - refurbish facility</td>
<td>Refurbishment of the infrastructure and external features of Felthyson Community House. FY21/22 - investigate, scope and plan the physical works to ensure the asset remains fit for purpose FY22/23 - deliver the physical works.</td>
<td>CF - Investigation and Design</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>2773</td>
<td>Votts Park (Templeton Place Reserve) - Play Space Renewal</td>
<td>Renew play space at Votts Park FY20/21 - investigate and design the works required at the play area including options that would benefit from an increased level of service to be presented to the Local Board. FY21/22 - scope and plan the physical works for delivery.</td>
<td>CF - Investigation and Design</td>
<td>ABS - Capex Renewals</td>
<td>$10,000</td>
<td>Approved</td>
<td>Green</td>
<td>Current status: Engaged public consultation in progress due to late October. Next steps: Collate information and start concept design.</td>
</tr>
<tr>
<td>ID</td>
<td>Activity Name</td>
<td>Activity Description</td>
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<tr>
<td>2733</td>
<td>Renew play spaces FY19/20 - Manurewa</td>
<td>Renewal of single play items. Scope of works. Renew the spinner roundabout at Alfirton Park (Savage Drive Reserve) and edging at Anderson Park (Grande Vue Road Reserve). FY19/20 - plan and deliver the physical works.</td>
<td>CF - Investigation and Design</td>
<td>ABS - Capex + Renewals</td>
<td>$20,000</td>
<td>Approved</td>
<td>Green</td>
<td>Current status: Commerce sourcing of works and site visits. Next steps: Prepare project documents for delivery.</td>
</tr>
<tr>
<td>2736</td>
<td>Takanini Park - renew play space</td>
<td>Renew play space at Takanini Park. FY20/21 - Investigate and design the works required at the play area, including options that would benefit from an increased level of service to be presented to the local board. FY20/22 - plan and deliver the physical works. Estimated completion date yet to be established.</td>
<td>CF - Investigation and Design</td>
<td>ABS - Capex + Renewals</td>
<td>$10,000</td>
<td>Approved</td>
<td>Green</td>
<td>Current status: Designer is engaged and public consultation in progress due to end mid-October. Next steps: Collect information and start concept design.</td>
</tr>
<tr>
<td>2737</td>
<td>Renew play spaces FY20/21 - Manurewa</td>
<td>Renewal of play space assets at the following priority sites: Manurewa Recreation Centre and Waimata South Park (Joelstone Plaza Reserve) Investigate and design the works required at the play areas including options that would benefit from an increased level of service to be presented to the local board. FY20/21 - obtain consents where applicable, plan and deliver the physical works. Estimated completion date yet to be established. This project is a continuation of the 2018/2019 programme (previous SP18 ID 18750).</td>
<td>CF - Investigation and Design</td>
<td>ABS - Capex + Renewals</td>
<td>$10,000</td>
<td>In progress</td>
<td>Green</td>
<td>Project will be scoped and completed in future years.</td>
</tr>
<tr>
<td>2739</td>
<td>Renew play spaces FY20/22 - Manurewa</td>
<td>Renewal of play space assets at Mulvaney Park and Galalath Park, Investigate and design the works required at the play areas including options that would benefit from an increased level of service to be presented to the local board. FY20/22 - obtain consents where applicable, plan and deliver the physical works. Estimated completion date yet to be established. This project is a continuation of the 2018/2019 programme (previous SP18 ID 18750). Risk Adjusted Programme (RAP) project</td>
<td>CF - Investigation and Design</td>
<td>ABS - Capex + Renewals</td>
<td>$10,000</td>
<td>In progress</td>
<td>Green</td>
<td>Project will be scoped and completed in future years.</td>
</tr>
<tr>
<td>2744</td>
<td>Renew walkways and paths FY20/21 - Manurewa</td>
<td>Renew condition 4 and 5 walkways and paths. Identified sites to be presented to the Local Board for their input and review. FY20/21 - identify priority sites. FY21/22 - scope and plan the physical works for delivery.</td>
<td>CF - Investigation and Design</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>2753</td>
<td>Manurewa Aquatic Centre - renew vapour trapping</td>
<td>Complete vapour trapping works FY20/21 - plan and deliver the physical works.</td>
<td>CF - Investigation and Design</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>2758</td>
<td>Manurewa Aquatic Centre - renew lift</td>
<td>Renew lift to improve accessibility to all. FY20/21 - plan and deliver the physical works.</td>
<td>CF - Investigation and Design</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>2764</td>
<td>Keith Park - renew bollards and vehicle barriers</td>
<td>Renew existing bollards and vehicle barriers at Keith Park. FY2021 - investigate, scope and plan the physical works to ensure the asset remains fit for purpose. Estimated completion date yet to be established.</td>
<td>CF - Investigation and Design</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>2767</td>
<td>Keith Park - renew car park and car park renewal</td>
<td>Renew park and car parks at Keith Park. Investigate and scope the works required as identified by the Keith Park Concept plan, including options that would benefit from an increased level of service to be presented to the local board. FY2021 - undertake design, obtain cost estimates, consents where applicable and plan the physical works stage, FY22/23 tender and deliver the physical works. Estimated completion date yet to be established.</td>
<td>CF - Investigation and Design</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>2771</td>
<td>Manurewa Aquatic Centre - renew lap pool floor</td>
<td>Retile the lap pool floor. FY20/21 - plan and deliver the physical works.</td>
<td>CF - Investigation and Design</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>2772</td>
<td>Manurewa Aquatic Centre - lighting and waterproofing upgrade</td>
<td>Renewal of the solar tubes and water proofing removal. Potential for LED lighting options.</td>
<td>CF - Investigation and Design</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>2773</td>
<td>Manurewa Library comprehensive renewal</td>
<td>Comprehensive building refit to include carpet replacement, fixed furnishings and equipment FY20/21 - in collaboration with the facility manager, investigate and scope the works required. FY20/21 - plan physical works in accordance to council's schedule.</td>
<td>CF - Investigation and Design</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>2803</td>
<td>Laurie Gibbons Memorial Park Change rooms</td>
<td>Refurbishment of the infrastructure and external features of Laurie Gibbons Memorial Park Change rooms. FY20/21 - investigate, scope and plan the physical works to ensure the asset remains fit for purpose. FY21/22 - plan the physical works for delivery. Estimated completion date yet to be established.</td>
<td>CF - Investigation and Design</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>2822</td>
<td>Waitakere Reserve - renew bollards</td>
<td>Replace Kern Road frontage of Waitakere Reserve with bollards. FY20/22 - undertake investigation and scope of design options. FY22/23 - undertake physical works.</td>
<td>CF - Investigation and Design</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>2833</td>
<td>Te Māhiku Library comprehensive renewal</td>
<td>Comprehensive building refit FY20/22 - in collaboration with the facility manager, investigate and scope the works required. FY20/21 - plan physical works in accordance to council's schedule.</td>
<td>CF - Investigation and Design</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>
</tbody>
</table>
### Work Programme 2019/2020 Q1 Report

<table>
<thead>
<tr>
<th>Item 28</th>
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</tr>
</thead>
<tbody>
<tr>
<td><strong>Manurewa Local Board</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Auckland Council's Quarterly Performance Report: Manurewa Local Board for quarter one 2019/2020</strong></td>
<td></td>
</tr>
</tbody>
</table>

#### Attachment A

<table>
<thead>
<tr>
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<tbody>
<tr>
<td><strong>Manurewa Local Board</strong></td>
<td></td>
</tr>
<tr>
<td><strong>05 December 2019</strong></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Lead Dept / Unit or CCS</th>
<th>Budget Source</th>
<th>Budget</th>
<th>Activity Status</th>
<th>RAG</th>
<th>Q1 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>2983</td>
<td>Renew park structures FY20/21 - Manurewa</td>
<td>Renew condition 4 and 5 park structures FY20/21 - identify priority sites FY 21/22 - scope and plan the physical works for delivery</td>
<td>CF - Operations</td>
<td>ABS - Capex</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>3046</td>
<td>Manurewa Jellicoe Park Tennis Club</td>
<td>Complete a full project scope for the development of two tennis courts in Jellicoe Park, Manurewa</td>
<td>CF - Project Delivery</td>
<td>LDI - Capex</td>
<td>$40,579</td>
<td>In progress</td>
<td>Amber</td>
<td>We did not get full support from the residents at 44 Jellicoe Road to place the courts and fence on the boundary line of both properties. The scope has changed to locate the courts and fence 6m away from the boundary. The footpath also needs to be realigned.</td>
</tr>
<tr>
<td>3143</td>
<td>Manurewa 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 contracts also undertake coastal management and storm damage works, and upcoming town centre cleaning, street light re-lamping, and vegetation clearance and bem moving works, although these are funded from regional budgets. This activity and related budget also includes smaller built system contracts such as pool plant specialists and technical systems contractors.</td>
<td>CF - Operations</td>
<td>ABS - Capex</td>
<td>$4,740,748</td>
<td>In progress</td>
<td>Green</td>
<td>The start of 2019/2020 financial year presented a relatively good start to the first quarter for City Care in the RMA local boards areas. The turf moving in both open and built spaces has been challenging, due to wet and soft ground preventing access to some of the parks and sportsfields. Despite the wet conditions however City Care have managed to maintain a high moving frequency during the period. Some sites were exempted from moving to avoid causing damage to the grounds but the contractor has agreed to ensure to maintain necessary vegetation, boundaries, tree clearance and edging. The results were reflected in the audit as well as lower number of customer complaints received during the quarter. The streetscape clean contract started off well at the beginning of the quarter, being moving and litter and town centre cleaning in the Manurewa Local Board area. However there is still some improvement required moving forward. Council staff and City Care are working together to address some of the neglected berm moving and have these included in the scheduled berm moving. Discussions with City Care in relation to especially the building wash, with the recent water restrictions in winter, is to focus on scheduling these building washes in the upcoming summer. The primary focus for the contractor moving into summer is ensuring all assets are ready for summer and are fit for purpose and maintenance frequencies are adequate to meet expected demand.</td>
</tr>
<tr>
<td>3144</td>
<td>Manurewa Arboriculture Contracts</td>
<td>The Arboriculture maintenance contracts include tree management and maintenance in parks and open spaces, funded from local board budgets. These contracts also undertake storm damage works although these are funded from regional budgets.</td>
<td>CF - Operations</td>
<td>ABS - Capex</td>
<td>$375,788</td>
<td>In progress</td>
<td>Green</td>
<td>The first quarter was focused on reduction of the requests for service. This was balanced on a positive note with exceeding deferred requests and other priority new requests received. Outstanding work is now limited to sites where access has been restricted due to ground conditions. It is anticipated these sites will be accessible shortly into the second quarter, weather dependent. The scheduled works programme was delayed as a consequence of the large amount of requests, but is now on track. Replacement planting of trees removed throughout the year has been completed during the quarter. During the first quarter, the annual update of the Site Assessment/Reports, a large portion of the pest animal monitoring, and the majority of the first pulse of the rat control programme have been completed. Request for service work orders received, continue to be seasonal normal, with an increasing trend in activity becoming apparent during the late stages of the quarter.</td>
</tr>
<tr>
<td>3145</td>
<td>Manurewa Ecological Restoration Contracts</td>
<td>The Ecological Restoration maintenance contracts include pest plant and animal pest management within ecologically significant parks and reserves.</td>
<td>CF - Operations</td>
<td>ABS - Capex</td>
<td>$151,294</td>
<td>In progress</td>
<td>Green</td>
<td>During the first quarter, the annual update of the Site Assessment/Reports, a large portion of the pest animal monitoring, and the majority of the first pulse of the rat control programme have been completed. Request for service work orders received, continue to be seasonal normal, with an increasing trend in activity becoming apparent during the late stages of the quarter.</td>
</tr>
<tr>
<td>3199</td>
<td>Rukumoana Place and Biurundu Forests - remediated landscape</td>
<td>Remediate landscapes as a result of storm damage between Rukumoana Place and Biurundu Forests ensuring the area is stabilised and future proofed. FY20/21 - investigate, design and deliver the physical works required to achieve sought outcome. This project is to be delivered with geotechnical subject matter expert input and oversight.</td>
<td>CF - Investigation and Design</td>
<td>ABS - Capex Development</td>
<td>$70,000</td>
<td>Approved</td>
<td>Green</td>
<td>2019/2020</td>
</tr>
<tr>
<td>3593</td>
<td>Manurewa - LDI minor capex fund 2018/2019</td>
<td>Funding to deliver minor capex projects throughout the financial year as approved in the monthly local board workshops. Possible minor projects include: Shade sails at Tinton Reserve, Wattle Farm Road Reserve and Cockwood Road Reserve. Implement projects from the Greenway Plan.</td>
<td>CF - Investigation and Design</td>
<td>LDI - Capex</td>
<td>$46,140</td>
<td>In progress</td>
<td>Green</td>
<td>Wattle Farm Ponds - Northern Maritime Model Society Project. Current status: Procurement complete. Contractors are waiting for the park furniture to arrive. Next steps: Schedule delivery and update the board accordingly.</td>
</tr>
<tr>
<td>3610</td>
<td>Pitt Ave Reserve - renew bridge</td>
<td>Overview - immune bridge at the reserve. Current status - stage one - investigate and scope the renewal works required. Stage two - obtain consents where required and plan the staked physical works phase. Stage three - deliver the physical works components ensuring to minimise disruption to the reserve users. Estimated completion date yet to be determined.</td>
<td>CF - Investigation and Design</td>
<td>ABS - Capex Renewals</td>
<td>$38,450</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: The engaged consultant is designing the bridge to a width of two metres. Next steps: Acquire consents and prepare for delivery.</td>
</tr>
<tr>
<td>3631</td>
<td>Manurewa Coastal Walkway Network - (Koheroa to Wattle Downs)</td>
<td>Manurewa Coastal walkway network connecting Weymouth to Wattle Downs walkway and incorporating drinking fountains. This project is a continuation of the 2017/2018 programme. (previous S140 ID 2139)</td>
<td>CF - Investigation and Design</td>
<td>ABS - Capex Renewals</td>
<td>$48,803</td>
<td>On Hold</td>
<td>Red</td>
<td>Current status: Council staff have received direction that this remaining maritime fund is to be used for developed design and a firm order for costs of the Weymouth Boat Launch. Council staff are preparing a consultation plan and will be engaging all associated parties to prepare a preferred scope of work. Next steps: Auckland Council staff will engage in consultation concerning this change in scope and prepare a scope of work for review.</td>
</tr>
</tbody>
</table>
## Work Programme 2019/2020 Q1 Report

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<tbody>
<tr>
<td>3674</td>
<td>Burundi Avenue Reserve - upgrade</td>
<td>Construction of coastal jetty. This project is carried over from the 2017/2018 programme (previous SP18 ID 2077).</td>
<td>CF - Project Delivery</td>
<td>LDI - Capex</td>
<td>$0</td>
<td>On Hold</td>
<td>Amber</td>
<td>Awaiting Local Board funds allocation to commence detailed design and construction. Project on hold. Further direction required from LDI in regard to funding the detailed design and physical works.</td>
</tr>
<tr>
<td>3712</td>
<td>Manurewa - investigate options for sports lighting and sport field upgrades</td>
<td>Investigation and option analysis for fixed and lighting upgrades to provide for the shortfall of 120 hours per week. Board priorities include: Mountford Park, Velleco Park soccer lights, Clendon soccer lights, Memorial Park. Options to be approved by the local board.</td>
<td>CF - Investigation and Design</td>
<td>ABS - Capex and Renewals</td>
<td>$41,490</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Awarded contract to start concept design for fields at Manurewa War Memorial Park. Next steps: Start concept design work.</td>
</tr>
<tr>
<td>3713</td>
<td>(CLU) Manurewa War Memorial Park - develop multi-purpose facility and upgrade sports fields</td>
<td>Overview - Sports field upgrade and development of a multi-purpose facility in the Manurewa area. Stage One - investigation and options analysis for field and lighting upgrades, to provide for the shortfall of 120 hours per week. Develop the business case for the sports field upgrade and investigate the feasibility, and develop a business case for multi-purpose facility requirements. Stage two - yet to confirm the full staged approach to the initiative.</td>
<td>CF - Investigation and Design</td>
<td>ABS - Capex and Renewals</td>
<td>$255,999</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: The local board have endorsed staff progressing a detailed business case for the development of the AFC buildings as a multi-purpose facility, floodlit artificial turf and service improvements to all other sports fields. Approval to proceed the detailed business case was endorsed by the Environment and Community Committee (ECC) 10/0719. A delivery team has been allocated to the detailed business case and a timeline has been developed. Local board and stakeholder workshops have been held during August and September 2019. Next steps: The detailed business case will be progressed against timeline with ongoing local board and stakeholder engagement during November and December 2019. It is proposed that a summary report will be taken to the local board's business meeting in February 2020.</td>
</tr>
<tr>
<td>3734</td>
<td>Maritime Recreational Fund</td>
<td>Overview - installation of toilet block and drinking fountains within the Manurewa Coastal Walkway Network. This project is to be designed in collaboration with the parks and coastal teams. Current status - stage one - investigate and design the proposed development for local board review and input. Stage two - detailed sign and obtain consents where required. Stage three - plan and deliver the physical works. Estimated completion date yet to be established. This local board initiative is funded from the Maritime Recreational budget.</td>
<td>CF - Investigation and Design</td>
<td>ABS - Capex Development</td>
<td>$20,000</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: This project is stage 2 of the Weymouth boat ramp renewal works project. The concept plan was presented to the board and has been approved to proceed. Detailed design is currently underway with stakeholder engagement to be conducted concurrently along with the consenting process. Next steps: Finalise the detailed design documentation in preparation for tendering project on successful consent application.</td>
</tr>
<tr>
<td>3748</td>
<td>Clendon Community Centre Reserve - renew skate park</td>
<td>Overview - renew the skate park at the reserve. Current status - stage one - investigate, scope and plan the physical works to ensure the asset remains fit for purpose. Stage two - plan and deliver the physical works. The project is a continuation of the 2017/2018 programme (previous SP18 ID 2127). Estimated completion date yet to be established.</td>
<td>CF - Investigation and Design</td>
<td>ABS - Capex Renewals, LDI - Capex</td>
<td>$225,166</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Ongoing monitoring of physical works through to completion. Next steps: Final inspection of physical works.</td>
</tr>
<tr>
<td>1215</td>
<td>Identity options to sustain the community Level of Service, in relation to community leases for community house services (119 Shiel Rd, 4 Ternworth Close, 1 Ratanae Drive and 80 Maplewood Drive).</td>
<td>Identify and confirm the status of any upcoming community places leases associated with non council owned facilities due for renewal / renewal. Understand the impact of any actual changes in provision, if applicable. Year 2 of 2 year project.</td>
<td>CS - Service Strategy and Integration</td>
<td>Regional</td>
<td>$0</td>
<td>In progress</td>
<td>Green</td>
<td>Local board resolved on 19 September 2019 (AGM019/104) to: a) approve the establishment of a new two-year lease commencing 1 July 2020 for each of the four houses. b) endorse staff to work with the Manurewa community house service providers and Housing New Zealand to identify long-term solutions for sustaining community house service provision. Planned for Q2: Liaising with staff from Parakai and MNZ's legal team to establish the new two-year leases (effective 1 July 2020). Early planning with service providers and Housing New Zealand on long-term options and capacity building requirements.</td>
</tr>
<tr>
<td>418</td>
<td>Manurewa waste minimisation</td>
<td>To build on previous local board investment to: a) support Manurewa residents on a home-by-home basis to reduce their waste, know what to do with waste, and to look council's inorganic collections. b) identify, train and grow a thriving network of local waste champions. c) build on the Nga Mihi Hau initiative in Clendon with focused engagement on strengthening collaboration, building community pride, and developing and implementing community-led strategies to prevent illegal dumping. This project will culminate in a community waste event.</td>
<td>IES - Waste Solutions</td>
<td>LDI - Opex</td>
<td>$45,000</td>
<td>In progress</td>
<td>Green</td>
<td>The Manurewa Business Trust charitable trust has been engaged to deliver three Good in the Hood community activities in identified hotspot areas in Manurewa. The trust is working in collaboration with Clendon Pride, Kāpiti Ora (formerly Housing New Zealand), Talking Fresh, Ta Tūki and the Neighbourhood Policing Team to deliver these activities. The activities will focus on waste education as well as reducing rubbish, recycling and planting forests, and cleaning up shared driveways. During quarter one the Good in the Hood team undertook planning and preparation for the delivery of three educational activities in the Clendon area. The Good in the Hood Clendon activities will take place on 6, 9 and 16 October 2019 at Maplewood Drive and Parmares Road. To Atea Ora Trust has been engaged to deliver a home-by-home waste education and support programme for Manurewa residents living in hot spot areas. In quarter one the trust developed an engagement plan for the project and undertook a door knocking campaign in Clendon to support the Good in the Hood Clendon activities. To date, the door knocking campaign has resulted in 18 people volunteering to help with beautification projects and 27 people volunteering to remove rubbish.</td>
</tr>
</tbody>
</table>
### Work Programme 2019/2020 Q1 Report

<table>
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</thead>
<tbody>
<tr>
<td>619</td>
<td>Water quality testing programme at Manurewa beaches</td>
<td>Following on last year’s expanded water quality testing this project will fund another season of weekly mussel testing at St Anne’s Beach + Kauri Point Beach (Carmans River, Waiuku, Kaukau Pt Beach) + Roadside beaches. This project will also fund another season of weekly sampling treatment plant + beehive monitoring (tests) at the major stormwater discharge outlets at St Anne’s Beach + Waiuku Beach.</td>
<td>IES Environmental Services</td>
<td>LDI OpeX</td>
<td>$10,000</td>
<td>In progress</td>
<td>Green</td>
<td>The final results from this year’s water quality monitoring programme were received in September 2019. Following the analysis of the mean results, it was determined that the 2019/2020 water quality testing programme should proceed as originally approved by the board at their June 2019 business meeting. This year’s testing programme will consist of weekly sampling of the beaches and stormwater outlets at Waiuku South and St Anne’s Beach. Weekly sampling of the stormwater outlets at Waiuku South and St Anne’s Beach will be undertaken in November 2019 and continue through to late March 2020. Results will be analysed and presented to the board for discussion in quarter four.</td>
</tr>
</tbody>
</table>

### Attachment A

#### Item 28

**Manurewa Local Board**  
05 December 2019

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**Auckland Council’s Quarterly Performance Report: Manurewa Local Board for quarter one 2019/2020**  
Page 168

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**Manurewa Local Board**  
05 December 2019
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<tr>
<td>874</td>
<td>Manukau Harbour Forum - Manukau</td>
<td>To continue to support the implementation of the Manukau Harbour Forum work programme. This year's work programme includes a youth leadership sustainability workshop and the programme held over three days, a communications plan, support for young environmentalists in southern Auckland, and supporting volunteer action during Seaweek. Additional proposed projects informed by the governance and management support review report will be considered by the forum early in 2020.</td>
<td>ARES, Healthy Waters</td>
<td>LDI, Opex</td>
<td>$8,000</td>
<td>In progress</td>
<td>Green</td>
<td>In June 2019 the member local boards allocated funding totaling $70,000 to the Manukau Harbour Forum work programme, with detailed projects to be presented to the forum for consideration early in the 2019/2020 financial year. At the 30 August 2019 business meeting the Manukau Harbour Forum approved a budget of $46,000 for the following projects: • continued support for the delivery of a youth leadership sustainability workshop $15,000 • continued support for the delivery of a communications plan $10,000 • support for the Southern Auckland Youth Environmentalists $5,000 • support for enabling Seaweek volunteer action across the Manukau Harbour $16,000. Updates on the delivery of these initiatives will be provided in quarter two. Project proposals for delivering on priority recommendations identified in the governance and management support review report will be developed in quarter two. The forum will consider project proposals for allocating the remaining $22,000 of work programme budget in December 2019.</td>
</tr>
<tr>
<td>992</td>
<td>Access to Library Service - Manukau</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: - Te Maari Clendon Library for 52 hours over 6 days per week ($535,714) - Manukau Library for 52 hours over 6 days per week ($556,601) (Budget based on FY19/20, will be updated when available)</td>
<td>CS: Libraries &amp; Information</td>
<td>ABS: Opex</td>
<td>$1,122,385</td>
<td>In progress</td>
<td>Amber</td>
<td>Physical items borrowed continues to be of concern but we are seeing more of the community coming in to visit our libraries. The number of items borrowed this quarter has decreased which is in line with the trend across Auckland Libraries. Our visitor numbers have stabilised. Encouraging users continues to be a focus for all staff.</td>
</tr>
<tr>
<td>993</td>
<td>Preschool programming - Manukau</td>
<td>Provide programming for preschoolers that encourages early literacy, active movement, and supports parents and caregivers to participate confidently in their children’s early development and learning. Programmes include: Whānau and Whānau, Wānanga, Kiwirunga.</td>
<td>CS: Libraries &amp; Information</td>
<td>ABS: Opex</td>
<td>$0</td>
<td>In progress</td>
<td>Green</td>
<td>In Manukau Library, Harry Potter’s Birthday and Roald Dahl Day were celebrated with special events where many children and parents dressed up and participated in activities based on the books. Comic Book Month was celebrated with an Avengers Movie Marathon held from 24th to 26th of September. Many of our movie watchers entered the Comic Book Month Take 5 competition with a record number of entries. The Manukau Business Association and Pak’nSave Clendon kindly donated items for all events for prizes and for refreshments. Children and Youth Librarians are regularly visiting The Manukau High School and James Cook High School where they meet with members of the Manga Club.</td>
</tr>
<tr>
<td>994</td>
<td>Children and Youth study support - Manukau</td>
<td>Provide children and youth services and programming which encourage learning, literacy and social interaction. Engage with children, youth and whānau along with local schools to support literacy and grow awareness of library resources.</td>
<td>CS: Libraries &amp; Information</td>
<td>ABS: Opex</td>
<td>$0</td>
<td>In progress</td>
<td>Green</td>
<td>At Manukau Library, Harry Potter’s Birthday and Roald Dahl Day were celebrated with special events where many children and parents dressed up and participated in activities based on the books. Comic Book Month was celebrated with an Avengers Movie Marathon held from 24th to 26th of September. Many of our movie watchers entered the Comic Book Month Take 5 competition with a record number of entries. The Manukau Business Association and Pak’nSave Clendon kindly donated items for all events for prizes and for refreshments. Children and Youth Librarians are regularly visiting The Manukau High School and James Cook High School where they meet with members of the Manga Club.</td>
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<tr>
<td>995</td>
<td>Support customer and business needs for local community connection and Celebrate cultural diversity and heritage - Manukau</td>
<td>Provide services and programmes that facilitate customer connection with the library and empowers communities through collaborative design and partnerships with Council and other agencies. Celebrate local communities, cultural diversity and heritage. Gather, protect and share the stories, old and new, that celebrate our people, communities and Tāmaki Makaurau.</td>
<td>CS: Libraries &amp; Information</td>
<td>ABS: Opex</td>
<td>$0</td>
<td>In progress</td>
<td>Green</td>
<td>Large numbers attended Te Epihau o te Rau Māori Kōti Aotearoa / Cook Islands Language Week and on 6th September, Daysi Towmey / Tāmaki Māori Language Week special storytelling event was held at the Clendon Park School. Members of the Pacific Māmā Arts and Cultural Trust assisted children to make beautiful tars with flowers donated by a local forest. A special Ava ceremony was held by The Whakatauki Meeting to signify the upcoming LINGAZ Library and Information Association of New Zealand Aotearoa Conference. Members of PINN (Pacific Island Management Network) who are hosting the Conference were welcomed as part of our Local Board Chathamian Angela Dalziel.</td>
</tr>
<tr>
<td>996</td>
<td>Celebrating Te Ao Māori and strengthening responsiveness to Māori - Whakatauki i te ao Māori - Manukau</td>
<td>Celebrating Te Ao Māori with events and programmes including regionally coordinated and promoted programmes. Te Tītī o Whakapakanga, Māori and Māori Languages Week. Engaging with toi and Māori organisations Whakatiwhiti i te ao Māori - champion and embed te ao Māori in our libraries and communities.</td>
<td>CS: Libraries &amp; Information</td>
<td>ABS: Opex</td>
<td>$0</td>
<td>In progress</td>
<td>Green</td>
<td>Whakatupu i te Rau Māori 1 Māori Language Week was celebrated with various activities for children and adults. Career from Tony Roi Toa Katapi’s team held two sessions demonstrating their skills to adults during the day and tamaki at the Tūranga club. Children were able to get a hands-on experience of carving. A Kapa haka event attracted a large number of performers from local schools, the highlight being the performance from Clendon Park School’s Te Whakatauki Aotearoa unit which was outstanding.</td>
</tr>
<tr>
<td>997</td>
<td>Learning and Literacy programming and digital literacy support - Manukau</td>
<td>Provide learning programmes and events throughout the year. Support our customers to embrace new ways of doing things. Lift literacy in the communities that need it most. Help customers and whānau learn and grow, and provide opportunities for knowledge creation and innovation.</td>
<td>CS: Libraries &amp; Information</td>
<td>ABS: Opex</td>
<td>$0</td>
<td>In progress</td>
<td>Green</td>
<td>A local physiotherapist is running Healthy Body, Mind and Spirit classes on alternative Saturdays at Manukau consisting of Tai Chi, DIY aquaculture and coping skills for de-stressing. Forty families have joined Spark Jump so they can have internet access at home. Clendon staff have been collaborating with Clendon Pride to create an Employment Hub in the library Makerspace. A Mohi Clothes Library has been established and course material prepared for the first intake.</td>
</tr>
</tbody>
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### Work Programme 2019/2020 Q1 Report

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<tr>
<td>998</td>
<td>Additional programming - Manurewa</td>
<td>Develop and deliver targeted programmes and outreach utilising additional resources.</td>
<td>CS Libraries &amp; Information</td>
<td>LDI Opex</td>
<td>$5,000</td>
<td>In progress</td>
<td>Green</td>
<td>Additional resources were used to fund the Pacific Mates Arts and Cultural Trust member’s attendance at Te Epetuna o te Rito Māori Kōrero/ Ariki o Cook Islands Language Week and the participants from Te Reo Māori/Te Tapera’s team during Whakapono i te Reo Māori</td>
</tr>
<tr>
<td>364</td>
<td>Māori &amp; Pasifika Calendar of Events</td>
<td>Māori naming (and associated story telling) of parks and places in partnership with mana whenua to value and promote Auckland’s Māori identity and use of te reo Māori. 2019-2020 will be year three for this programme and continue naming of community parks with the option of considering community places.</td>
<td>CS: PSR: Te Reo / Te Reo Tai-nanga-whenua</td>
<td>LDI Opex</td>
<td>$10,000</td>
<td>In progress</td>
<td>Green</td>
<td>Māori whānau have identified all overlapping mana whenua interest for naming in the Manurewa Local Board area and are currently working through the naming process for parks in tranches one.</td>
</tr>
<tr>
<td>396</td>
<td>Māori Leisure Facilities Programme</td>
<td>Nathan Homestead Early Childhood Education; Deliver a variety of accessible programmes and services for early childhood education.</td>
<td>CS: PSR: Active Recreation</td>
<td>ABS: Opex</td>
<td>$0</td>
<td>In progress</td>
<td>Green</td>
<td>Occupancy figures this quarter are similar to quarter 1 2018-2019. This quarter the teachers have been working to improve the outdoor and indoor play environment for the children. For the outdoor environment, play areas have been cleaned and water blessed, and the garden has been made over. The indoor walls are also getting repainted to give the interior a makeover. The goal is for the environment to have lots of house plants and natural resources to reflect our philosophy. The centre is embedding ‘Get Set Go’ in our programme, which is a active-based curriculum. All weather play is being introduced, and there has been a big focus on gardening activities and ways the children can be ‘eco-friendlies’. Story parks is a tool we use to share children’s learning stories with their whānau, and we have been getting lots of positive feedback from families who use this tool. We have set our Kāpiti Kids training programmes for children and their whānau for this quarter. This included a Father’s Day event, a disco night, a Korowai blessing and a cooking evening. This quarter the centre is introducing ‘mannikins’ to the children. Through professional development, the teachers are unikling and moving to embed our philosophy where we create a ‘home away from home’ environment for our Tamaki.</td>
</tr>
<tr>
<td>397</td>
<td>Manurewa Pool and Leisure Centre Operations</td>
<td>Operate Manurewa Pool and Leisure Centre. Deliver a variety of accessible programmes and services that get the local community active including fitness; group fitness; learn to swim; recreational swimming; aquatic services, recreation services.</td>
<td>CS: PSR: Active Recreation</td>
<td>ABS: Opex</td>
<td>$0</td>
<td>In progress</td>
<td>Green</td>
<td>Manurewa Pool and Leisure Centre has shown a decrease in Q1 of 22% in active visits when measured against the same period last year (June – August 2018). Management is investigating the drop in active visits vs the previous year and are working on a more exact way to capture validation data, as in its current state it is not recorded accurately. This quarter the centre had a scheduled maintenance shutdown where there was a complete rebuild of the sauna. Pool staff are getting great feedback from the customers about the new sauna. Membership numbers and programmes have shown a slight improvement this quarter when compared to the same period last year. Customer experience scores remain similar, using a 12-month rolling average (when compared to the end of quarter 4). We continue to run and promote our aqua classes which are low intensity and perfect for our older customers and our customers with disabilities. Feedback we receive on these classes is that they are a great way to get our members active and are also a great social activity for our community. Our Fitness team has been working with the local retirement home where once per week our instructors visit the home to do some light exercise classes with the residents. The instructors also bring the residents into the centre once a week to attend an aqua class. We have been running fun days with aqua runs and games to get more children in to the centre, which in turn brings their whānau in to either supervise or take part in various active leisure activities.</td>
</tr>
<tr>
<td>398</td>
<td>Totara Park Pool Operations</td>
<td>Operate Manurewa Leisure Centre. Deliver a variety of accessible programmes and services that get the local community active including fitness; group fitness; early childhood education; recreation activities and facilities for hire.</td>
<td>CS: PSR: Active Recreation</td>
<td>ABS: Opex</td>
<td>$0</td>
<td>In progress</td>
<td>Green</td>
<td>This is a seasonal pool and opens in December 2019. Recruitment has started for this team that will look after the pools over the summer.</td>
</tr>
<tr>
<td>399</td>
<td>Manurewa Leisure Centre Operations</td>
<td>Operate Manurewa Leisure Centre. Deliver a variety of accessible programmes and services that get the local community active including fitness; group fitness; early childhood education; recreation activities and facilities for hire.</td>
<td>CS: PSR: Active Recreation</td>
<td>ABS: Opex</td>
<td>$0</td>
<td>In progress</td>
<td>Green</td>
<td>Active visits have had a slight improvement, increasing by 4% from same period last year (June to August). Customer experience scores have decreased slightly, with customer feedback being addressed. OSCAR registrations have improved from the same time last year and centre staff are now delivering a new programme providing physical education to local, South Auckland Middle School. We have seen an increase in elderly people visiting the centre due to the new “Strength and Balance” classes facilitated by “Age Concern”. The classes have been well patronised resulting in a new time slot created to meet the need.</td>
</tr>
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<tr>
<td>400</td>
<td>Te Matatiki Clendon Community Centre</td>
<td>Operate Te Matatiki Clendon Community Centre. Deliver a variety of accessible programmes and services that get the local community active to include: group fitness, early childhood education and recreation activities.</td>
<td>CS: PSR: Active Recreation</td>
<td>ABS: Opex</td>
<td>$0</td>
<td>In progress</td>
<td>Green</td>
<td>The centre has completed a refurbishment with the Whanau, childcare and exterior of the building renewed with paint refresh and general tidy up. Space for the rear of the building has been used to provide a gable side car park for staff to access the building. Phase two is due to take place next quarter where the stadium, dressing rooms and security cameras will be look at. Programmes are performing well, however some programmes have been moved to Manurewa Leisure Centre Francis Street, during Term 4 as the centre is undertaking a paint refresh during this time. Active visits are slightly down on the previous year due to centre closures for the painting to take place. Customer Experiences scores continue to be high with great feedback coming through on the programmes run in the centre.</td>
</tr>
<tr>
<td>401</td>
<td>MR: Pools and leisure access for targeted groups</td>
<td>Provide free access to Manurewa Pool and Leisure Centre for: adults aged 65 and over; adults supervising children, and people with disabilities.</td>
<td>CS: PSR: Active Recreation</td>
<td>LDI: Opex</td>
<td>$30,000</td>
<td>In progress</td>
<td>Green</td>
<td>Customers aged 65+ = 1,064 Adults supervising children and people with disabilities = 10,003 We continue to run and promote our aqua classes which are low intensity and perfect for our older customers and our customers with disabilities. Feedback is that they are a great way to get members active and a great social activity. The fitness team has been working with the local retirement home. Once a week instructors visit the home to do some light exercise classes with the residents. Instructors also bring residents into the centre once a week to attend an aqua class. Fun days with aqua runs and games to get more children in to the centre have been successful and also encourage their parents to attend - either to supervise or take part.</td>
</tr>
<tr>
<td>538</td>
<td>Match Park Auckland Teaching Gardens Trust</td>
<td>Provide funding to the Auckland Teaching Gardens Trust to operate one teaching gardens for the community, to encourage and mentor people to grow their own food.</td>
<td>CS: PSR: Park Services</td>
<td>ABS: Opex</td>
<td>$16,500</td>
<td>In progress</td>
<td>Green</td>
<td>March: The Trust have finished a boundary fencing upgrade to the gardens and is currently looking for a support mentor for the lead mentor.</td>
</tr>
<tr>
<td>759</td>
<td>MR: Ecological volunteers and environmental programme FY20</td>
<td>This is an ongoing programme to support community and volunteer ecological and environmental initiatives. This includes: annual pest plant and animal control, local park clean ups, and community environmental education and events. Additional activities have been planned throughout the year: Q1: Winter/spring community plantings Q2: Prepare for autumn planting Q3: Autumn community plantings</td>
<td>CS: PSR: Park Services</td>
<td>LDI: Opex</td>
<td>$67,000</td>
<td>In progress</td>
<td>Green</td>
<td>The Community Park Ranger organised five events - two at Totara Park, one at Rata Vines Reserve and one at Waitakaruru Farm Road Reserve. Total of 506 volunteer hours recorded and 1900 plants were planted this quarter.</td>
</tr>
<tr>
<td>788</td>
<td>Khandwark Park skate park activation agreement</td>
<td>Provide year round custodian and activation services for Hambworth skate park that contributes to a safe, active and positive skate park environment.</td>
<td>CS: PSR: Active Recreation</td>
<td>LDI: Opex</td>
<td>$18,000</td>
<td>In progress</td>
<td>Green</td>
<td>Khandworth Park Sports &amp; Community Trust are delivering against agreed key performance indicators as per the funding agreement. Q1 report is now due.</td>
</tr>
<tr>
<td>790</td>
<td>MR: Activation of parks, play areas and open spaces FY20</td>
<td>Enable and coordinate a range of ‘free to attend’ activities and events that support the local community to be physically active. Either through the Out &amp; About programme or other locally focused community or partner organisations and initiatives.</td>
<td>CS: PSR: Active Recreation</td>
<td>LDI: Opex</td>
<td>$50,000</td>
<td>In progress</td>
<td>Green</td>
<td>Staff have met with various delivery partners in Q1 to confirm summer activation schedules. A confirmed schedule will be finalised and forwarded to the local board via memo in early Q2. 6 activations were delivered in the July school holidays that included 4 ‘grow your own’ workshops, 1 ‘My Fairy Garden’ and 1 ‘Art in the Park’.</td>
</tr>
<tr>
<td>791</td>
<td>Clendon skate park activation</td>
<td>Provide year round custodian and activation services for Clendon skate park that contributes to a safe, active and positive skate park environment.</td>
<td>CS: PSR: Active Recreation</td>
<td>LDI: Opex</td>
<td>$18,000</td>
<td>In progress</td>
<td>Green</td>
<td>Attendance records show a range of between 5 - 36 users on the park during custodian hours with a noticeable decline at end of July and into August due to wet weather and the start of the park refurbishment project. During this period we have provided mobile ramps in the carpark space as an alternative. A minimum of 45 boards are being borrowed each day by locals. There is a core group of between 5 - 10 locals regularly engaging in lessons on Wednesday that have been promoted via flyers and social media. The Clendon Skate Group (skate club) has been formed and created its own logo. The club members visited Barry Curtis and Papakura skate park during the July school holidays. Reporting has improved and a number of pictures are included each month as evidence of delivery.</td>
</tr>
<tr>
<td>1127</td>
<td>MR: Urban Forest (Highways) Strategy</td>
<td>Develop a local board specific programme which will identify, increase and protect Auckland’s Urban Forest (Highways). This is a three year project. Year one: ‘knowing’ phase: complete spatial mapping of the existing tree canopy cover on public and private land in the local board area. Determine the extent, type and age of urban Highways. Develop options and identify any funding required for programmes in years two and three. Year two: ‘growing’ phase: find space for planting new trees using partnerships, including community groups, schools and the Million Trees Program. Year three: ‘protecting’ phase: direct and indirect methods for the community to protect and promote trees.</td>
<td>CS: PSR: Park Services</td>
<td>LDI: Opex</td>
<td>$15,000</td>
<td>In progress</td>
<td>Green</td>
<td>Work has not yet begun on the knowing phase as the local board needs to provide direction on the scope and extent of this work. This will be worked through with the local board in Q3.</td>
</tr>
<tr>
<td>3233</td>
<td>Glenloch Park Drive Reserve</td>
<td>Develop a parks service assessment to determine the service outcomes required to inform local park development.</td>
<td>CS: PSR: Park Services</td>
<td>ABS: Opex</td>
<td>$0</td>
<td>Completed</td>
<td>Green</td>
<td>The service assessment has been completed and was endorsed by the board at a September 2019 workshop. No budget has been allocated to this project although the board is interested in pursuing development of a playground in the future. This will be considered through the Community Facilities future work programmes.</td>
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<tr>
<td>1249</td>
<td>Coordination of Manurewa, Papakura Integrated Area Plan - Implementation - Manurewa actions</td>
<td>Ongoing coordination of implementation of the Manurewa-Papakura Integrated Area Plan, including identification of specific actions for delivery in 2019/20</td>
<td>CPO Plans and Places</td>
<td>Regional</td>
<td>$0</td>
<td>In progress</td>
<td>Green</td>
<td>Ongoing monitoring of the implementation of the actions identified within the area plan for Manurewa. Regular meetings with the steering team comprising representatives from the MLB Services, AT and the relevant Council departments.</td>
</tr>
<tr>
<td>116</td>
<td>Youth Connections - Manurewa</td>
<td>Youth Connections will; • retain and build on the impactful work of Youth Connections to date particularly the community-led solutions demonstrated to create impact; • boost and scale up tried and tested. The Southern Initiative activities relating to young people and employment or entrepreneurship; • trial and experiment new approaches to support young marginalized youth such as those in care, in the youth justice system or discriminated against</td>
<td>TII: The Southern Initiative</td>
<td>LDI Opex</td>
<td>$40,000</td>
<td>Completed</td>
<td>Green</td>
<td>CUA security training for 10 young people were provided in lines: C5 with C4 Security. This was a three-day programme which was completed with all 10 achieving the training and certification. Four of them are already employed full time in line work. Notice-based training (five days) were completed for 16 young people which everyone completed. A video of this Notice was to be completed if further budget can be found.</td>
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<th>CL: Lease Commencement Date</th>
<th>CL: Lease Expiry Date</th>
<th>CR: Annual Rent (excluding GST)</th>
<th>Activity Status</th>
<th>Activity Status Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1455</td>
<td>Renewal of building lease</td>
<td>CF: Community Leases</td>
<td>1/2/2015</td>
<td>11/3/2025</td>
<td>$1.00</td>
<td>In progress</td>
<td>Green</td>
<td>Renewal of lease application received, staff anticipates a site visit to be undertaken during quarter two.</td>
</tr>
<tr>
<td>1456</td>
<td>New ground lease</td>
<td>CF: Community Leases</td>
<td>1/17/2016</td>
<td>30/6/2020</td>
<td>$1.00</td>
<td>On Hold</td>
<td>Amber</td>
<td>This lease project is on hold pending confirmation of the head lease with Housing New Zealand for the Glenford Community House and Rathbone Community House.</td>
</tr>
<tr>
<td>1457</td>
<td>New ground lease</td>
<td>CF: Community Leases</td>
<td>1/3/2020</td>
<td>30/9/2019</td>
<td>$0.10</td>
<td>Approved</td>
<td>Green</td>
<td>This lease project is anticipated to commence during quarter three.</td>
</tr>
<tr>
<td>1458</td>
<td>New ground lease</td>
<td>CF: Community Leases</td>
<td>1/11/2016</td>
<td>30/6/2020</td>
<td>$1.00</td>
<td>On Hold</td>
<td>Amber</td>
<td>This lease project is on hold pending confirmation of the head lease with Housing New Zealand for the Glenford Community House and Rathbone Community House.</td>
</tr>
<tr>
<td>1459</td>
<td>Renewal and Variation of ground lease, deferred from 2018/2019 work programme</td>
<td>CF: Community Leases</td>
<td>1/9/2020</td>
<td>31/7/2020</td>
<td>$0.10</td>
<td>On Hold</td>
<td>Amber</td>
<td>This renewal is on hold pending completion of the service need assessment and operational framework for multiple use of the building. Service Strategy and Integration are assessing the service need following the proposal to transfer the building to council. Leasing staff, together with Active Recreation are investigating the methodology of multiple uses of the building to activate the space and increase utilisation. Options will be presented to the board once the assessments are completed.</td>
</tr>
<tr>
<td>1460</td>
<td>New ground lease</td>
<td>CF: Community Leases</td>
<td>1/11/1996</td>
<td>31/10/2015</td>
<td>$0.10</td>
<td>On Hold</td>
<td>Amber</td>
<td>The renewal is on hold pending completion of the business case for the redevelopment of War Memorial Park. The business case is currently underway with the community and Social Policy unit.</td>
</tr>
<tr>
<td>1461</td>
<td>New building lease</td>
<td>CF: Community Leases</td>
<td>1/1/2019</td>
<td>31/12/2019</td>
<td>$10.00</td>
<td>Approved</td>
<td>Green</td>
<td>This lease project is anticipated to commence during quarter three.</td>
</tr>
<tr>
<td>1462</td>
<td>Leases to be progressed in the 2020-2021 Work Programme</td>
<td>CF: Community Leases</td>
<td>Approved</td>
<td>Approved</td>
<td></td>
<td></td>
<td>Green</td>
<td>Leases to be progressed in the 2020-2021 Work Programme.</td>
</tr>
<tr>
<td>1463</td>
<td>Leases to be progressed in the 2020-2021 Work Programme</td>
<td>CF: Community Leases</td>
<td>Approved</td>
<td>Approved</td>
<td></td>
<td></td>
<td>Green</td>
<td>Leases to be progressed in the 2020-2021 Work Programme.</td>
</tr>
<tr>
<td>3365</td>
<td>New ground lease</td>
<td>CF: Community Leases</td>
<td>1/5/2009</td>
<td>30/4/2019</td>
<td>$1.00</td>
<td>Approved</td>
<td>Green</td>
<td>Staff have yet to receive the new lease application from the group. Staff have followed up and anticipate the application to be received during quarter two.</td>
</tr>
<tr>
<td>3367</td>
<td>New ground lease</td>
<td>CF: Community Leases</td>
<td>1/7/2009</td>
<td>30/6/2019</td>
<td>$1.00</td>
<td>In progress</td>
<td>Green</td>
<td>Staff have worked on the matter with wha at the Mira Whenua forum in September 2019, no objections were raised. Staff will prepare a report in quarter two.</td>
</tr>
<tr>
<td>ID</td>
<td>Activity Name</td>
<td>Activity Description</td>
<td>Lead D/O or Unit or CCO</td>
<td>CL: Lease Commencement Date</td>
<td>CL: Right of Renewal</td>
<td>CL: Final Lease Expiry Date</td>
<td>CL: Annual Rent Amount (excluding GST)</td>
<td>Activity Status</td>
</tr>
<tr>
<td>-----</td>
<td>-------------------------------------------------------------------------------</td>
<td>---------------------------------------------------------------------------------------</td>
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<td>------------------------</td>
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<td>----------------------------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>3366</td>
<td>Manurewa Swimming Pool Grounds, 31 RT Russell Road, Manurewa. Lease to Manurewa Tennis Club Incorporated</td>
<td>New ground lease to Manurewa Tennis Club Incorporated. Deferral from the 2017/2018 work programme.</td>
<td>CF: Community Leases</td>
<td>1/01/2008</td>
<td>hill</td>
<td>31/05/2018</td>
<td>$1.00</td>
<td>Approved</td>
</tr>
<tr>
<td>3369</td>
<td>Taikoro Park, 238 RT Great South Road, Manurewa. Lease to Senior Citizens Service Club of Manurewa Incorporated</td>
<td>New community lease to Senior Citizens Service Club of Manurewa Incorporated. Deferral from the 2017/2018 work programme.</td>
<td>CF: Community Leases</td>
<td>17/08/1997</td>
<td>hill</td>
<td>16/08/2017</td>
<td>$1.00</td>
<td>On Hold</td>
</tr>
<tr>
<td>3370</td>
<td>Moorhiton Park, 25 RT Pickering Avenue, Manurewa. Lease to Manurewa Racing Pigeon Club Incorporated</td>
<td>New ground lease to Manurewa Racing Pigeon Club Incorporated. Deferral from the 2017/2018 work programme.</td>
<td>CF: Community Leases</td>
<td>1/01/2009</td>
<td>hill</td>
<td>31/12/2010</td>
<td>$1.00</td>
<td>In progress</td>
</tr>
<tr>
<td>3371</td>
<td>Moorhiton Park, 25RT Pickering Avenue, Manurewa. Lease to Manurewa Rugby Football Club Incorporated</td>
<td>New ground lease to Manurewa Rugby Football Club Incorporated. Deferral from the 2017/2018 work programme.</td>
<td>CF: Community Leases</td>
<td>1/11/1992</td>
<td>6/11/2002</td>
<td>31/10/2012</td>
<td>$1.00</td>
<td>On Hold</td>
</tr>
<tr>
<td>3437</td>
<td>Manurewa Library Complex Grounds, 7 Hill Road, Hill Park. Leaseholder approval and lease for additional premises to Royal New Zealand Plunket Trust</td>
<td>Variation of ground lease</td>
<td>CF: Community Leases</td>
<td>1/06/2015</td>
<td>01/06/2025</td>
<td>31/05/2035</td>
<td>$1.00</td>
<td>Completed</td>
</tr>
<tr>
<td>Operating Performance</td>
<td>FY20 Quarter 1</td>
<td>FY20</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>-----------------------</td>
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<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>$(000's)</td>
<td>Actual</td>
<td>Revised</td>
<td>Variance</td>
<td>Revised</td>
<td>Annual</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Net operating</td>
<td>3,913</td>
<td>3,600</td>
<td>(313)</td>
<td>12,384</td>
<td>9,969</td>
<td></td>
<td></td>
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<tr>
<td>expenditure</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating revenue</td>
<td>991</td>
<td>982</td>
<td>9</td>
<td>3,783</td>
<td>3,713</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Community services</td>
<td>991</td>
<td>982</td>
<td>9</td>
<td>3,783</td>
<td>3,713</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating expenditure</td>
<td>4,904</td>
<td>4,582</td>
<td>(322)</td>
<td>16,167</td>
<td>13,772</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Community services</td>
<td>4,366</td>
<td>4,033</td>
<td>(333)</td>
<td>13,943</td>
<td>11,554</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Environmental services</td>
<td>57</td>
<td>35</td>
<td>(22)</td>
<td>166</td>
<td>166</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Governance</td>
<td>258</td>
<td>258</td>
<td>0</td>
<td>1,028</td>
<td>1,028</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Planning</td>
<td>223</td>
<td>256</td>
<td>33</td>
<td>1,030</td>
<td>1,024</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Note: Includes ABS and LDI</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
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<td></td>
</tr>
</tbody>
</table>

**LDI by activity**

<table>
<thead>
<tr>
<th>LDI by activity</th>
<th>Operating expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>FY20 Quarter 1</td>
</tr>
<tr>
<td>Operating</td>
<td>534</td>
</tr>
<tr>
<td>Community services</td>
<td>478</td>
</tr>
<tr>
<td>Environmental services</td>
<td>56</td>
</tr>
<tr>
<td>Planning</td>
<td>0</td>
</tr>
</tbody>
</table>

**Commentary**

The Manurewa Local Board has invested $3.91 million in net operating expenditure for the quarter ended September 2019.

**Operating Revenue** of $991,000 is slightly ahead of budget.

**Operating Expenditure** overall for the year of $4.90 million is $322,000 over budget, being a mix of overspend and underspend below.

- **Locally Driven Initiatives (LDI)** operating expenditure is $79,000 underspent overall. Projects totalling $71,000 not completed from last year have been brought into this year, and there are no material issues reported in the LDI Opex work programme.

- **Asset Based Services (ABS)** operating expenditure is $400,000 overspent. Maintenance of facilities and parks, including arboriculture is $80,000 below budget. Overall community facilities operations are $480,000 over budget in utilities, materials and maintenance. As Auckland continues to grow, we can expect to see further pressure on response maintenance costs through increased usage and a growing asset base. The budgets for the Full Facility and parks maintenance contracts for Manurewa local board area for this year are close to $5.2 million.
## 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</td>
</tr>
<tr>
<td>ACE LDI Staff allocation</td>
<td>47</td>
<td>47</td>
</tr>
<tr>
<td>ANZAC</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>CCTV and town centre safety initiatives</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>Community Library programs</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Community response operating fund</td>
<td>(10)</td>
<td>8</td>
</tr>
<tr>
<td>Community Safety Initiatives</td>
<td>73</td>
<td>73</td>
</tr>
<tr>
<td>Community volunteer awards</td>
<td>2</td>
<td>14</td>
</tr>
<tr>
<td>Creating a Maori identity</td>
<td>0</td>
<td>14</td>
</tr>
<tr>
<td>Ecological volunteers environmental programme</td>
<td>(5)</td>
<td>8</td>
</tr>
<tr>
<td>Fees and charges Leisure topup</td>
<td>0</td>
<td>8</td>
</tr>
<tr>
<td>LDI Programme Events in local parks</td>
<td>0</td>
<td>8</td>
</tr>
<tr>
<td>Local civic functions</td>
<td>11</td>
<td>3</td>
</tr>
<tr>
<td>Local community grants</td>
<td>48</td>
<td>51</td>
</tr>
<tr>
<td>Local events fund</td>
<td>65</td>
<td>66</td>
</tr>
<tr>
<td>Manurewa Community Trust Partnership</td>
<td>127</td>
<td>127</td>
</tr>
<tr>
<td>Manurewa Lifelong Learning</td>
<td>46</td>
<td>50</td>
</tr>
<tr>
<td>Maori responsiveness</td>
<td>14</td>
<td>14</td>
</tr>
<tr>
<td>Nathan Homestead Business initiatives</td>
<td>10</td>
<td>0</td>
</tr>
<tr>
<td>Skatepark Guardians</td>
<td>5</td>
<td>9</td>
</tr>
<tr>
<td>Urban Forest (Ngahere) strategy</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Youth Council</td>
<td>45</td>
<td>45</td>
</tr>
<tr>
<td><strong>Total Community services</strong></td>
<td>478</td>
<td>546</td>
</tr>
<tr>
<td>Item</td>
<td>Budget</td>
<td>Actual</td>
</tr>
<tr>
<td>----------------------------------------------------------------------</td>
<td>--------</td>
<td>--------</td>
</tr>
<tr>
<td>Community action plan for rural litter</td>
<td>0</td>
<td>5</td>
</tr>
<tr>
<td>Ecological projects</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Local Marae restoration project</td>
<td>25</td>
<td>14</td>
</tr>
<tr>
<td>Local streams restoration</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Manukau Harbour Forum</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Puhinui Stream Restoration</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Waste reduction education and awareness</td>
<td>30</td>
<td>13</td>
</tr>
<tr>
<td>Water quality monitoring</td>
<td>0</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total Environmental services</strong></td>
<td>56</td>
<td>35</td>
</tr>
<tr>
<td>Locally Driven Initiatives (ATEED)</td>
<td>12</td>
<td>22</td>
</tr>
<tr>
<td>Youth connections across Auckland</td>
<td>(13)</td>
<td>10</td>
</tr>
<tr>
<td><strong>Total Planning</strong></td>
<td>0</td>
<td>32</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>534</td>
<td>613</td>
</tr>
</tbody>
</table>

Revised budget includes $71,000 deferrals from Y19 projects to complete.
## 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>757</td>
<td>877</td>
</tr>
<tr>
<td>Community services</td>
<td>757</td>
<td>877</td>
</tr>
</tbody>
</table>

**Commentary**

The Manurewa Local Board invested $757,000 in capital expenditure this quarter ended September 2019.

The bulk of capital expenditure this quarter is for parks asset renewals and leisure facility building renewals, continuing from last year’s work programmes.

Spend so far this year is:

- Te Matariki Clendon Library renewals $153,000
- Clendon Community Centre reserve skate park renewals $158,000
- Totara Park renewals $156,000
- Keith Park toilet renewals $127,000
- Further $54,000 on other development projects
- Further $110,000 on other renewals projects

**Note:** Includes ABS and LDI
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</td>
</tr>
<tr>
<td></td>
<td>Budget</td>
<td>Budget</td>
</tr>
<tr>
<td>Local asset renewals programme</td>
<td>20</td>
<td>409</td>
</tr>
<tr>
<td>Locally driven initiatives (LDI Capex)</td>
<td>3</td>
<td>348</td>
</tr>
<tr>
<td>Maritime recreational fund development</td>
<td>35</td>
<td>56</td>
</tr>
<tr>
<td>Sport development</td>
<td>19</td>
<td>49</td>
</tr>
<tr>
<td>Community centre</td>
<td>0</td>
<td>9</td>
</tr>
<tr>
<td>CCTV cameras</td>
<td>0</td>
<td>4</td>
</tr>
<tr>
<td>Parks - Coastal asset renewals</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>ACE - Community house and centre renewals</td>
<td>4</td>
<td>0</td>
</tr>
<tr>
<td>Leisure facility building renewals</td>
<td>153</td>
<td>0</td>
</tr>
<tr>
<td>Parks - Asset renewals</td>
<td>516</td>
<td>0</td>
</tr>
<tr>
<td>Playscape development</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Slip mediation/ prevention</td>
<td>6</td>
<td>0</td>
</tr>
<tr>
<td>Total Community services</td>
<td>757</td>
<td>877</td>
</tr>
<tr>
<td>Total</td>
<td>757</td>
<td>877</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 CCD</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>3143</td>
<td>Manurewa 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, streetsitter bin emptying, and vegetation clearance and bare 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>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 for ratepayers if assets remain in service for their expected life.</td>
<td>No further decisions anticipated</td>
<td>We treasure our home, our community</td>
<td>CF Operations</td>
<td>G1, Q2, Q3, Q4</td>
<td>ABS: Opex</td>
<td>$4,740,748</td>
<td>$4,825,563</td>
<td>$4,932,274</td>
</tr>
<tr>
<td>3144</td>
<td>Manurewa Arboriculture Contracts</td>
<td>The Arboriculture maintenance contracts include tree management and maintenance in parks and on streets, funded from local board budgets. These contractors also undertake storm damage works although these are funded from regional budgets.</td>
<td>With the Arboriculture Contracts, trees in parks and reserves, and on streets, are able to be maintained to the approved level of service. These contracts provide for a programme of tree inspection and maintenance, and for response to requests for maintenance of trees which have become damaged or are obstructs. These contracts benefit all members of the public as these which are properly maintained are more likely to remain in good health, are less likely to become health and safety issues, and offer aesthetic visual amenity.</td>
<td>No further decisions anticipated</td>
<td>Our environment is a source of pride and enjoyment for the community</td>
<td>CF Operations</td>
<td>G1, Q2, Q3, Q4</td>
<td>ABS: Opex</td>
<td>$355,768</td>
<td>$362,904</td>
<td>$370,162</td>
</tr>
<tr>
<td>3145</td>
<td>Manurewa Ecological Restoration Contracts</td>
<td>The Ecological Restoration maintenance contracts include pest plant and animal pest management within ecologically significant parks and reserves.</td>
<td>With the maintenance contracts, local board assets are able to be maintained to the approved level of service. These contracts provide for a programme of restoration planting and pest animal and plant control for high value sites, and for response to requests for animal pests in parks. These contracts benefit all members of the public as they improve ensure ecologically significant sites on our local parks and reserves are pest free and offer ecological and wider benefits.</td>
<td>No further decisions anticipated</td>
<td>Our environment is a source of pride and enjoyment for the community</td>
<td>CF Operations</td>
<td>G1, Q2, Q3, Q4</td>
<td>ABS: Opex</td>
<td>$111,294</td>
<td>$113,520</td>
<td>$115,790</td>
</tr>
<tr>
<td>-----</td>
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<td>--------------------------------------------------------------------------------------</td>
<td>------------------------------------------------------------------------------------</td>
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<td>------------</td>
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<td>------------</td>
</tr>
<tr>
<td>3713</td>
<td>Manurewa War Memorial Park - develop multi-purpose facility and upgrade sports fields</td>
<td>Overview - Sports field upgrade and development of a multi-purpose facility in the Manurewa area. Stage One - investigation and options analysis for field and lighting upgrades, to provide for the shortfall of 120 hours per week. Develop the business case for the sports field upgrade and investigate the feasibility, and develop a business case for multi-purpose facility requirements. Stage two - yet to confirm the full staged approach to the initiative.</td>
<td>Increased provision of sport facilities in the Manurewa area.</td>
<td>CF: Investigation and Design</td>
<td>Q1; Q2; Q3; Q4</td>
<td>ABS: Capex - Renewals</td>
<td>$0</td>
<td>$10,000</td>
<td>$100,000</td>
<td>$0</td>
<td>$218,000</td>
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<tr>
<td>2624</td>
<td>Aorua Reserve - renew play space</td>
<td>Renew play space at Aorua Way. FY20/21 - investigate and design the works required at the play area including options that would benefit from an increased level of service to be presented to the Local Board. FY21/22 - scope and plan the physical works for delivery. Risk Adjusted Programme (RAP) project</td>
<td>Maintaining current service levels</td>
<td>Design to be agreed with Local Board</td>
<td>People in Manurewa are actively connecting everywhere, every day</td>
<td>CF: Investigation and Design</td>
<td>Q1; Q2; Q3; Q4</td>
<td>ABS: Capex - Renewals</td>
<td>$0</td>
<td>$10,000</td>
<td>$50,000</td>
</tr>
<tr>
<td>2631</td>
<td>Blackigate Reserve - renew walkway and drainage</td>
<td>Renew walkway and drainage at Blackigate Reserve to mitigate future flooding. FY19/20 investigate and design the works required at the play area including options that would benefit from an increased level of service to be presented to the Local Board. FY20/21 - scope and plan the physical works for delivery. Risk Adjusted Programme (RAP) project</td>
<td>Maintaining current service levels</td>
<td>Options to be presented to the board for consultation and approval</td>
<td>People in Manurewa are actively connecting everywhere, every day</td>
<td>CF: Investigation and Design</td>
<td>Q1; Q2; Q3; Q4</td>
<td>ABS: Capex - Renewals</td>
<td>$0</td>
<td>$10,000</td>
<td>$50,000</td>
</tr>
<tr>
<td>3674</td>
<td>Burwood Avenue Reserve - upgrade Pullasu inlet jetty</td>
<td>Construction of coastal jetty. This project is carried out from the 2017/2018 programme (previous SP18 ID 2377).</td>
<td>Promoting the wellbeing of our communities through guardianship of Pullasu Jetty.</td>
<td>No further decisions anticipated</td>
<td>We treasure our home, our community</td>
<td>CF: Project Delivery</td>
<td>LDI: Capex</td>
<td>$29,899</td>
<td>$0</td>
<td>$30,211</td>
<td>$0</td>
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<tr>
<td>2004</td>
<td>Clendon Community Centre Reserve - develop concept plan</td>
<td>Investigation and Design will develop a concept plan for the future development of Clendon Community Centre Reserve pending the outcome of the service assessment. This will be presented to the Local Board for formal adoption.</td>
<td>Promoting the wellbeing of our communities through guardianship of community facilities.</td>
<td>Concept Plan to be formally adopted by the local board</td>
<td>We treasure our home, our community</td>
<td>CF: Investigation and Design</td>
<td>Q1; Q2; Q3; Q4</td>
<td>LDI: Capex</td>
<td>$0</td>
<td>$30,000</td>
<td>$0</td>
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<tr>
<td>3748</td>
<td>Clendon Community Centre Reserve - renew skate park</td>
<td>Overview - renew skate park at the reserve. Current status - stage one, investigate, scope and plot the physical works to ensure the asset remains fit for purpose. Stage two - plan and deliver the physical works. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2127). Estimated completion date yet to be established.</td>
<td>Maintaining the current service levels</td>
<td>Scope of works to be submitted for local board review and include at a monthly workshop prior to detailed planning stage.</td>
<td>People in Manurewa are actively connecting everywhere, every day</td>
<td>CF: Investigation and Design</td>
<td>Q1; Q2; Q3; Q4</td>
<td>ABS: Capex - Renewals; LDI: Capex</td>
<td>$25,285</td>
<td>$28,566</td>
<td>$0</td>
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<tr>
<td>2165</td>
<td>Clendon Park Community House - refurbish existing building including roof</td>
<td>Rehabilitation of Clendon Park Community House building outdoor and roof. This project is a continuation of the FY17/18 programme (previous SP18 ID 2119). This project is in delivery and will be delivered in advance of the planned timeframe. The budget remains in the original allocated year as it was committed.</td>
<td>Maintaining current service levels</td>
<td>No further decisions anticipated</td>
<td>We treasure our home, our community</td>
<td>CF: Project Delivery</td>
<td>July 2019</td>
<td>ABS: Capex - Renewals</td>
<td>$40,108</td>
<td>$214,893</td>
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<tr>
<td>2157</td>
<td>David Hather Park - renew park assets</td>
<td>Renewal of the condition 4 and 5 park assets including the步道, pathways and fencing, upon completion and approval of the Conservation plan FY1920 - investigate and scope, including options that would benefit from an increased level of service to be presented to the Local Board FY2021 - plan and deliver the physical works. This project is a continuation of the FY17/18 programme (previous SP18 ID: 2128). Estimated completion date yet to be established.</td>
<td>Maintain current service levels.</td>
<td>No further decisions anticipated.</td>
<td>We treasure our home, our community.</td>
<td>CF - Project Delivery</td>
<td>Q1; Q2; Q3; Q4</td>
<td>ABS - Capex - Renewals</td>
<td>$4,000</td>
<td>$45,920</td>
<td>$50,000</td>
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<tr>
<td>2687</td>
<td>Fintan's Community House - refuse facility</td>
<td>Refurbishment of the infrastructure and external features of Fintan's Community House. The project is to investigate, scope and plan the physical works to ensure the asset remains fit for purpose FY22/23 - deliver the physical works.</td>
<td>Maintain current service levels.</td>
<td>Workshop design options with local board to seek direction prior to implementation.</td>
<td>We treasure our home, our community.</td>
<td>CF - Investigation and Design</td>
<td>Q1; Q2; Q3; Q4</td>
<td>ABS - Capex - Renewals</td>
<td>$0</td>
<td>$0</td>
<td>$10,000</td>
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<tr>
<td>2660</td>
<td>Holmes Road Depot - infrastructure refurbishment</td>
<td>Refurbishment of the infrastructure. FY20/21 - investigate, scope and plan the physical works to ensure the asset remains fit for purpose. FY22/23 - deliver the physical works.</td>
<td>Maintain current service levels.</td>
<td>No further decisions anticipated.</td>
<td>Our environment is a source of pride and enjoyment for the community.</td>
<td>CF - Investigation and Design</td>
<td>Q1; Q2; Q3; Q4</td>
<td>ABS - Capex - Renewals</td>
<td>$0</td>
<td>$0</td>
<td>$10,000</td>
</tr>
<tr>
<td>2736</td>
<td>Innismore Park - renew play space</td>
<td>Renew play space for Innismore Park. FY21/22 - investigate and design the works required at the play area, including options that would benefit from an increased level of service to be presented to the local board. FY22/23 - plan and deliver the physical works. Estimated completion date yet to be established.</td>
<td>Promoting the well-being of our communities through guardianship of community facilities.</td>
<td>Workshop design options with local board to seek direction prior to implementation.</td>
<td>People in Manurewa are actively connecting everywhere, every day.</td>
<td>CF - Investigation and Design</td>
<td>Q1; Q2; Q3; Q4</td>
<td>ABS - Capex - Renewals</td>
<td>$0</td>
<td>$10,000</td>
<td>$100,000</td>
</tr>
<tr>
<td>2421</td>
<td>Kea Street Explorise - renew wheel</td>
<td>Renewal of the wheel at Kea Street Explorise. FY19/20 - investigate, design and undertake consenting for the works required to ensure the asset remains fit for public use. FY20/21 - plan and deliver the physical works. (Local Renewals contribution $10,000 FY19)</td>
<td>Maintain current service levels.</td>
<td>Workshop design options with local board to seek direction prior to implementation.</td>
<td>Our environment is a source of pride and enjoyment for the community.</td>
<td>CF - Project Delivery</td>
<td>Estimated project completion June 2021</td>
<td>ABS - Capex - Renewals</td>
<td>$8,670</td>
<td>$1,330</td>
<td>$270,000</td>
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<tr>
<td>2764</td>
<td>Keith Park - renew bollards and vehicle barriers</td>
<td>Renewal of bollards and vehicle barriers at Keith Park. FY20/21 - investigate, scope and plan the physical works to ensure the asset remains fit for purpose. Estimated completion date yet to be established.</td>
<td>Maintain current service levels.</td>
<td>No further decisions anticipated.</td>
<td>Our environment is a source of pride and enjoyment for the community.</td>
<td>CF - Investigation and Design</td>
<td>Q1; Q2; Q3; Q4</td>
<td>ABS - Capex - Renewals</td>
<td>$0</td>
<td>$0</td>
<td>$10,000</td>
</tr>
<tr>
<td>2026</td>
<td>Keith Park - renew toilets and play space</td>
<td>Renew and upgrade the toilet and play space at Keith Park away from the parking area, allowing for increased accessibility and public safety, FY18/19 - deliver the physical works. Estimated completion date yet to be established.</td>
<td>Maintain current service levels.</td>
<td>Board to be updated at monthly workshops and will sign of design. Workshop design options with local board to seek direction prior to implementation.</td>
<td>People in Manurewa are actively connecting everywhere, every day.</td>
<td>CF - Project Delivery</td>
<td>Q1; Q2; Q3; Q4</td>
<td>ABS - Capex - Renewals</td>
<td>$31,279</td>
<td>$480,767</td>
<td>$300,000</td>
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### Community Facilities: Build Maintain Renew Work Programme 2019 – 2022

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<tbody>
<tr>
<td>2767</td>
<td>Keith Park road and car park renew</td>
<td>Renew park road and car park at Keith Park. Investigate and scope the works required as identified by the Keith Park Concept plan, including options that would benefit from an increased level of service to be proposed to the local board. FY19/20 - undertake design, obtain cost estimates, consents where applicable and plan the physical works stage. FY20/21 - tender and deliver the physical works. Estimated completion date yet to be established.</td>
<td>Maintaining current service levels</td>
<td>No further decisions anticipated</td>
<td>Menurewa is well-connected and easy to move around</td>
<td>CF - Investigation and Design</td>
<td>Q1, Q2, Q3, Q4</td>
<td>ABS - Capex - Renewals</td>
<td>$0</td>
<td>$0</td>
<td>$50,000</td>
<td>$0</td>
<td>$280,000</td>
</tr>
<tr>
<td>2803</td>
<td>Laurie Gibbons Memorial Park Change rooms</td>
<td>Refurbishment of the infrastructure and external features of Laurie Gibbons Memorial Park Change rooms. FY20/21 - investigate scope and plan the physical works to ensure all remains fit for purpose. FY21/22 - plan the physical works for delivery. Estimated completion date yet to be established.</td>
<td>Maintaining current service levels</td>
<td>No further decisions anticipated</td>
<td>Our environment is a source of pride and enjoyment for the community</td>
<td>CF - Investigation and Design</td>
<td>Q1, Q2, Q3, Q4</td>
<td>ABS - Capex - Renewals</td>
<td>$0</td>
<td>$0</td>
<td>$10,000</td>
<td>$0</td>
<td>$270,000</td>
</tr>
<tr>
<td>2292</td>
<td>Manurewa - install CCTV cameras</td>
<td>Overview - installation of new CCTV cameras throughout the Manurewa area. Investigate provision gaps for the cameras in collaboration with the Council's Security Manager. Options to be presented to the board for their input and approval. Estimated completion date yet to be established.</td>
<td>Increased perception of safety in the Manurewa area</td>
<td>As part of the initial investigation for this project a review of the current system will be undertaken. Outcomes will be shared with the board before the second step of investigating options for new CCTV cameras. Programme will then be signed before implementation.</td>
<td>Our environment is a source of pride and enjoyment for the community</td>
<td>CF - Project Delivery</td>
<td>Q1, Q2, Q3, Q4</td>
<td>ABS - Capex - Development</td>
<td>$0</td>
<td>$28,000</td>
<td>$10,000</td>
<td>$0</td>
<td>$0</td>
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<tr>
<td>3712</td>
<td>Manurewa - investigate options for sports lighting and sport field upgrades</td>
<td>Investigation and option analysis for field and lighting upgrades to provide for the shortfall of 120 hours per week. Board priorities include: Mountfort Park, Johnstone Park soccer lights. Census soccer lights. Memorial Park options to be approved by the local board.</td>
<td>Increased level of service to the community</td>
<td>No further decisions anticipated</td>
<td>People in Manurewa are actively connecting everywhere, every day</td>
<td>CF - Investigation and Design</td>
<td>0</td>
<td>ABS - Capex - Renewals</td>
<td>$8,520</td>
<td>$41,480</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
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<tr>
<td>3563</td>
<td>Manurewa - LDI minor capex fund 2018/2019</td>
<td>Funding to deliver minor capital projects throughout the financial year as approved in the monthly local board workshops. Possible minor projects include: Shade sails at Tington Reserve, Waitakere Farm Road Reserve and Corfield Road Reserve. Implement projects from the Giveaway Plan.</td>
<td>Improved community facilities</td>
<td>Projects to be decided by board members</td>
<td>People in Manurewa are actively connecting everywhere, every day</td>
<td>CF - Investigation and Design</td>
<td>0</td>
<td>LDI - Capex</td>
<td>$680</td>
<td>$49,140</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
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<tr>
<td>2440</td>
<td>Manurewa - LDI minor capex fund 2019/2020</td>
<td>Funding to deliver minor capital projects throughout the financial year as approved in the monthly local board workshops.</td>
<td>Improved community facilities</td>
<td>Projects to be decided by board members</td>
<td>Our environment is a source of pride and enjoyment for the community</td>
<td>CF - Project Delivery</td>
<td>Q1, Q2, Q3, Q4</td>
<td>LDI - Capex</td>
<td>$0</td>
<td>$100,000</td>
<td>$0</td>
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</tbody>
</table>

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## Community Facilities: Build Maintain Renew Work Programme 2019 – 2022

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<tbody>
<tr>
<td>2194</td>
<td>Manurewa - renew park furniture and fixtures, 2016/2017+</td>
<td>Renew park furniture and fixtures at the following sites: Bathams Road Tore; Mountfort Park, Bluewater Place Reserves, Carter Park, 8th Avenue Reserves, Greenmeadows Reserve, Leamn Park, Inverell Park, Macadamia Park (Maia Grove Reserve), Waimaramu Borehole, FY1920 - plan and deliver physical works. This project is a continuation of the 2017/2018 programme (previous SP1 8 ID 2139). Risk Adjusted Programme (RAP) project</td>
<td>Maintaining current service levels</td>
<td>Workshop design options with local board to seek direction prior to implementation</td>
<td>We treasure our home, our community</td>
<td>CF - Project Delivery</td>
<td>April 2020</td>
<td>ABS - Capex Renewals</td>
<td>$71,078</td>
<td>$89,922</td>
<td>$120,000</td>
<td>$0</td>
<td>$0</td>
<td>$290,001</td>
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<tr>
<td>2195</td>
<td>Manurewa AFC Building - refurbish facility</td>
<td>Refurbishment of the Manurewa AFC Building both internally and externally. The project is held pending confirmation of Local Board instructions to progress forward. This project is a continuation of the FY17/18 programme</td>
<td>Maintaining current service levels</td>
<td>Interdependent with the board's One Local Initiative</td>
<td>Our environment is a source of pride and enjoyment for the community</td>
<td>CF - Project Delivery</td>
<td>Q1, Q2, Q3, Q4</td>
<td>ABS - Capex Renewals</td>
<td>$725</td>
<td>$0</td>
<td>$0</td>
<td>$134,275</td>
<td>$85,000</td>
<td>$200,000</td>
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<tr>
<td>2772</td>
<td>Manurewa Aquatic Centre - lighting and waterproofing upgrade</td>
<td>Renewal of the solar tubes and water proofing removal. Potential for LED lighting options.</td>
<td>Improved community facilities</td>
<td>No further decisions anticipated</td>
<td>We treasure our home, our community</td>
<td>CF - Investigation and Design</td>
<td>Q1, Q2, Q3, Q4</td>
<td>ABS - Capex Renewals</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$150,000</td>
<td>$0</td>
<td>$150,000</td>
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<tr>
<td>2771</td>
<td>Manurewa Aquatic Centre - renew lap pool floor</td>
<td>Relate the lap pool floor FY20/21 - plan and deliver the physical works.</td>
<td>Maintaining current service levels</td>
<td>No further decisions anticipated</td>
<td>People in Manurewa are actively connecting everywhere, every day</td>
<td>CF - Investigation and Design</td>
<td>Q1, Q2, Q3, Q4</td>
<td>ABS - Capex Renewals</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$100,000</td>
<td>$0</td>
<td>$100,000</td>
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<tr>
<td>2758</td>
<td>Manurewa Aquatic Centre - renew lift</td>
<td>Renew lift to improve accessibility to all FY21/22 - plan and deliver the physical works.</td>
<td>Improved community facilities</td>
<td>No further decisions anticipated</td>
<td>People in Manurewa are actively connecting everywhere, every day</td>
<td>CF - Investigation and Design</td>
<td>Q1, Q2, Q3, Q4</td>
<td>ABS - Capex Renewals</td>
<td>$0</td>
<td>$0</td>
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<td>$100,000</td>
<td>$0</td>
<td>$100,000</td>
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<tr>
<td>2753</td>
<td>Manurewa Aquatic Centre - renew vapour barrier</td>
<td>Complete vapour barrier works to FY21/22 - plan and deliver the physical works</td>
<td>Maintaining current service levels</td>
<td>No further decisions anticipated</td>
<td>People in Manurewa are actively connecting everywhere, every day</td>
<td>CF - Investigation and Design</td>
<td>Q1, Q2, Q3, Q4</td>
<td>ABS - Capex Renewals</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$200,000</td>
<td>$0</td>
<td>$200,000</td>
</tr>
<tr>
<td>3631</td>
<td>Manurewa Coastal Walkway Network - develop walkways (Pleon Park)</td>
<td>Manurewa Coastal walkway network connecting Plymouth to Waito Downs walkway and incorporating drinking fountains. This project is a continuation of the 2017/2018 programme (previous SP1 8 ID 2139).</td>
<td>Improving walking and cycling connections along the coastline.</td>
<td>No further decisions anticipated</td>
<td>People in Manurewa are actively connecting everywhere, every day</td>
<td>CF - Investigation and Design</td>
<td>-</td>
<td>ABS - Development</td>
<td>$180,585</td>
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<td>$0</td>
<td>$679,448</td>
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<tr>
<td>2442</td>
<td>Manurewa Community Centre development</td>
<td>Development of a new community centre in Manurewa. Current status - stage one - develop concept design to be proposed to the local board for their input and approval. Consultation to be undertaken with iwi and the community. FY19/20 - detailed design and quality surveyed cost estimates to be established for the local board to review FY20/21 - obtain resource consents and plan the physical works stages. Estimated completion and milestone dates yet to be established</td>
<td>Maintaining current service levels</td>
<td>Workshop design options with local board to seek direction prior to implementation</td>
<td>We treasure our home, our community</td>
<td>CF - Project Delivery</td>
<td>Q1, Q2, Q3, Q4</td>
<td>ABS - Capex Development</td>
<td>$2,175</td>
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<td>$2,887,066</td>
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<tr>
<td>3046</td>
<td>Manurewa Jallawara Tennis Club</td>
<td>Complete a full project scope for the development of two tennis courts in Jallawara Park, Manurewa.</td>
<td>Improvements to recreational spaces within the local community</td>
<td>Ongoing decision making anticipated throughout the delivery of this initiative</td>
<td>Manurewa is well-connected and easy to move around</td>
<td>CF - Project Delivery</td>
<td>Not scheduled</td>
<td>LDL - Capex</td>
<td>$9,42/1</td>
<td>$40,579</td>
<td>$0</td>
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<td>$0</td>
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### Community Facilities: Build Maintain Renew Work Programme 2019 – 2022

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<tr>
<td>2773</td>
<td>Manurewa Library - comprehensive renovation</td>
<td>Comprehensive building refit to include carpet replacement, fixed furnishings and equipment. FY20/21 - in collaboration with the facility managers, investigate and scope the works required. FY20/22 - plan physical works in accordance to centre's schedule.</td>
<td>Maintaining current service levels</td>
<td>Design to be agreed with local board. Workshop design options with local board to seek direction prior to implementation</td>
<td>We treasure our home, our community</td>
<td>CF - Investigation and Design</td>
<td>G1, G2, Q3, Q4</td>
<td>ABS - Capex - Renewals</td>
<td>$0</td>
<td>$0</td>
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<td>$320,500</td>
<td>$330,500</td>
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<tr>
<td>2546</td>
<td>Manurewa Netball Complex - new courts</td>
<td>Overview - renew the netball courts at the complex. Current status - stage one - develops a business case, design and plan the physical works. Stage two - obtain resource consent, tender and deliver physical works. Estimated completion date yet to be established.</td>
<td>Maintaining current service levels</td>
<td>Design to be approved by the local board</td>
<td>A prosperous local economy supporting local people</td>
<td>CF - Project Delivery</td>
<td>Not scheduled</td>
<td>External funding</td>
<td>$520,000</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$520,000</td>
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<tr>
<td>3734</td>
<td>Maritime Recreational Fund</td>
<td>Overview - installation of toilet block and drinking facilities within the Manurewa Coastal Walkway Network. This project is to be design in collaboration with the parks and coastal teams. Current status - stage one - investigate and design the proposed development for local board review and input. Stage two - detailed design and obtain consents where required. Stage three - plan and deliver the physical works. Estimated completion date yet to be established. This local board initiative is funded from the Maritime Recreational budget.</td>
<td>Improving walking and cycling connections along the coastline.</td>
<td>Placement and design to be decided</td>
<td>People in Manurewa are actively connecting everywhere, every day</td>
<td>CF - Investigation and Design</td>
<td>0</td>
<td>ABS - Capex - Development</td>
<td>$38</td>
<td>$20,000</td>
<td>$259,983</td>
<td>$0</td>
<td>$0</td>
<td>$350,000</td>
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<tr>
<td>2027</td>
<td>Mountfort Park - renew general assets</td>
<td>Renew general assets in Mountfort Park, including renewal of the toilet block, drinking facilities, fencing, car park, edging, retaining wall, rubbish bins, seats and signage where required FY2020 - obtain consents where required and plan the staged physical works phase - complete FY2021 - deliver the physical works components ensuring minimal disruption to the park users. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2137). Rakaia Aged Programmes (RAP) project</td>
<td>Maintaining current service levels</td>
<td>Workshop design options with local board to seek direction prior to implementation</td>
<td>Our environment is a source of pride and enjoyment for the community</td>
<td>CF - Project Delivery</td>
<td>April 2020</td>
<td>ABS - Capex - Renewals</td>
<td>$183,063</td>
<td>$88,678</td>
<td>$205,000</td>
<td>$0</td>
<td>$80,000</td>
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<tr>
<td>2201</td>
<td>Nathan Homestead major building renewal including wayfinding signage</td>
<td>Comprehensive building renewal including replacement of the carpet, vinyl, To Rua Mara signage, toilets, heritage sheds, CCTV, rear entrance and shared office. FY19/20 - scope and obtain consenting if required and plan the physical works process. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2118).</td>
<td>Maintaining current service levels</td>
<td>Workshop design options with local board to seek direction prior to implementation</td>
<td>We treasure our home, our community</td>
<td>CF - Project Delivery</td>
<td>Q1, Q2, Q3, Q4</td>
<td>ABS - Capex - Renewals</td>
<td>$38,660</td>
<td>$202,435</td>
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<td>$183,850</td>
<td>$0</td>
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<tr>
<td>3610</td>
<td>Pitt Ave Reserve - renew bridge</td>
<td>Overview - renew bridge at the reserve. Current status - stage one - investigate and scope the renewal works required. Stage two - obtain consents where required and plan the phased physical works phase. Stage three - deliver the physical works components ensuring minimal disruption to the reserve users. Estimated completion date yet to be established.</td>
<td>Promoting the wellbeing of our communities through guardianship of community facilities.</td>
<td>No further decisions anticipated</td>
<td>People in Manurewa are actively connecting everywhere, every day</td>
<td>CF - Investigation and Design</td>
<td>0</td>
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<td>$20,000</td>
<td>$39,450</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
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<tr>
<td>2127</td>
<td>Randwick Park - renew playground</td>
<td>Renewal of the play space assets at Randwick Park. This project is carried over from the FY17/18 programme (previous SP18 ID 3171). This project is completed and was delivered in advance of the planned timeframe. The budget remains in the original allocated year as it was committed.</td>
<td>Improved community facilities</td>
<td>none</td>
<td>People in Manurewa are actively connecting everywhere, every day</td>
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<td>$347,165</td>
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<tr>
<td>2441</td>
<td>Renew park reading and car parks, FY 18/19 - Manurewa</td>
<td>Renew park reading and car parks at the following sites: Wyomission Community Hall and Avaria Way Reserve to ensure the sites remain fit for purpose. FY 2020 - obtain cost estimates, consents where applicable and plan the physical works stage. FY 2021 - deliver the physical works. Estimated completion date yet to be established.</td>
<td>Maintaining current service levels</td>
<td>Workshop design options with local board to seek direction prior to implementation</td>
<td>CF: Project Delivery</td>
<td>Q1, Q2, Q3, Q4</td>
<td>ABS: Capex - Renewals</td>
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<tr>
<td>2603</td>
<td>Renew park structures, FY 20/21 - Manurewa</td>
<td>Renew condition 4 and 5 park structures FY 2021 - identify priority sites. FY 21/22 - scope and plan the physical works for delivery.</td>
<td>Maintaining current service levels</td>
<td>TIC: Our environment is a source of pride and enjoyment for the community</td>
<td>CF: Investigation &amp; Design</td>
<td>Not scheduled</td>
<td>ABS: Capex - Renewals</td>
<td>$0</td>
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<td>$318,000</td>
<td>$320,000</td>
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<tr>
<td>2733</td>
<td>Renew play spaces, FY 19/20 - Manurewa</td>
<td>Renewal of single play items. Scope of works: Renew Renew the spinner roundabout at Atkinson Park (Page Drive Reserve) and edging at Anderson Park (Grande Vue Road Reserve). FY 2021 - plan and deliver the physical works.</td>
<td>Maintaining current service levels</td>
<td>Workshop design options with local board to seek direction prior to implementation</td>
<td>People in Manurewa are actively connecting everywhere, every day</td>
<td>CF: Investigation &amp; Design</td>
<td>Q1, Q2, Q3, Q4</td>
<td>ABS: Capex - Renewals</td>
<td>$0</td>
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<td>$0</td>
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<tr>
<td>2737</td>
<td>Renew play spaces, FY 20/21 - Manurewa</td>
<td>Renew play space assets at the following priority sites: Marunui Recreation Centre and Wyomission Park (Oldue Place Reserve). Investigate and design the works required at the play areas including options that would benefit from an increased level of service to be presented to the local board. FY 2021 - obtain consents where applicable, plan and deliver the physical works. Estimated completion date yet to be established.</td>
<td>Maintaining current service levels</td>
<td>Workshop design options with local board to seek direction prior to implementation</td>
<td>People in Manurewa are actively connecting everywhere, every day</td>
<td>CF: Investigation &amp; Design</td>
<td>Q1, Q2, Q3, Q4</td>
<td>ABS: Capex - Renewals</td>
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<td>$0</td>
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<td>$170,000</td>
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<tr>
<td>2200</td>
<td>Renew play spaces, FY 2018/2019 - Manurewa</td>
<td>Renew play space assets at the following priority sites: Keri Anne Park, Leabank Park and Warkworth Road Reserve FY 2018/19 - investigate and design the works required at the play areas including options that would benefit from an increased level of service to be presented to the local board. Estimated completion date yet to be established.</td>
<td>Maintaining current service levels</td>
<td>Design to be agreed with local board</td>
<td>People in Manurewa are actively connecting everywhere, every day</td>
<td>CF: Project Delivery</td>
<td>Q1, Q2, Q3, Q4</td>
<td>ABS: Capex - Renewals</td>
<td>$25,075</td>
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<tr>
<td>2799</td>
<td>Renew play spaces, FY 21/22 - Manurewa</td>
<td>Renew play space assets at Felicia Park and Galliner Park. Investigate and design the works required at the play areas including options that would benefit from an increased level of service to be presented to the local board. FY 21/22 - obtain consents where applicable, plan and deliver the physical works. Estimated completion date yet to be established.</td>
<td>Maintaining current service levels</td>
<td>Design to be agreed with local board</td>
<td>People in Manurewa are actively connecting everywhere, every day</td>
<td>CF: Investigation &amp; Design</td>
<td>Q1, Q2, Q3, Q4</td>
<td>ABS: Capex - Renewals</td>
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<td>$10,000</td>
<td>$30,000</td>
<td>$200,000</td>
<td>$0</td>
<td>$240,000</td>
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<tr>
<td>2744</td>
<td>Renew walkways and paths, FY 20/21 - Manurewa</td>
<td>Renew condition 4 and 5 walkways and paths. Identified sites to be presented to the Local Board for their input and review. FY 20/21 - identify priority sites. FY 21/22 - scope and plan the physical works for delivery.</td>
<td>Maintaining current service levels</td>
<td>Workshop design options with local board to seek direction prior to implementation</td>
<td>People in Manurewa are actively connecting everywhere, every day</td>
<td>CF: Investigation &amp; Design</td>
<td>Q1, Q2, Q3, Q4</td>
<td>ABS: Capex - Renewals</td>
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7 / 9

4 November 2019
<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Activity Benefits</th>
<th>Further Decision Points for LB</th>
<th>LB Plan Outcome</th>
<th>Local Gov't Unit or CDC</th>
<th>Timeframe</th>
<th>Budget Source 2018/2019</th>
<th>2019/2020</th>
<th>2020/2021</th>
<th>2021/2022</th>
<th>2022/2023+</th>
<th>Total Budget</th>
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</thead>
<tbody>
<tr>
<td>2291</td>
<td>Renovate walkways and paths FY 2018/2019 - Manurewa</td>
<td>Renovate walkways and paths in conjunction with the approved walkways plan for the Manurewa Local Board area FY2018 - design and plan physical works, obtaining consents where required FY2021 - plan and deliver the physical works Estimated completion date yet to be established</td>
<td>Maintaining current service levels</td>
<td>Workshop design options with local board to seek direction prior to implementation</td>
<td>CF: Project Delivery</td>
<td>Q1, Q2, Q3, Q4</td>
<td>ABS: Capex - Renewals</td>
<td>$42,657</td>
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<td>$151,000</td>
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<tr>
<td>3160</td>
<td>Rakurama Place and Burund Foreclosures - remediate landslide</td>
<td>Remediate landslides as a result of storm damage between Rakurama Place and Burund Forest ensuring the area is stabilised and future proofed</td>
<td>Maintaining current service levels</td>
<td>Scope of works to be presented to the local board for their review and input prior to commencement</td>
<td>CF: Investigation and Design</td>
<td>Estimated project completion June 2020</td>
<td>ABS: Capex - Development</td>
<td>$0</td>
<td>$50,000</td>
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<td>$0</td>
<td>$50,000</td>
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<tr>
<td>2234</td>
<td>Te Matariki Clendon Community Centre - comprehensive renewal</td>
<td>Comprehensive renewal of the community centre to include an exterior building refurbishment, fenced carpark for carshare vehicles, outdoor seating replacement, reception/office refit, roof replacement and dodging rain, stadium court, division installation, stadium repair, forest extension, upgrade security system, Where Kar floor replacement, Youth Zone, shade sail installation and kitchen upgrade: FY 2019 - design, consultation, obtaining consents and tendering has been completed FY 2020, undertake the physical works in accordance to central's schedule. Estimated completion date yet to be confirmed. This project is a continuation of the FY17/18 programme (previous SP01021246, Risk Adjusted Programme (RAP)) project</td>
<td>Maintaining current service levels</td>
<td>Workshop design options with local board to seek direction prior to implementation</td>
<td>CF: Project Delivery</td>
<td>September 2019</td>
<td>ABS: Capex - Renewals</td>
<td>$699,480</td>
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<tr>
<td>2633</td>
<td>Te Matariki Clendon Library - comprehensive renewal</td>
<td>Comprehensive building work FY2022 - in collaboration with the facility managers, investigate and scope the works required FY2023 - plan physical works in accordance to central's schedule</td>
<td>Maintaining current service levels</td>
<td>Workshop design options with local board to seek direction prior to implementation</td>
<td>CF: Investigation and Design</td>
<td>Q1, Q2, Q3, Q4</td>
<td>ABS: Capex - Renewals</td>
<td>$0</td>
<td>$0</td>
<td>$30,000</td>
<td>$270,000</td>
<td>$300,000</td>
<td></td>
</tr>
<tr>
<td>2582</td>
<td>Totara Park: mountain bike tracks and bridle track</td>
<td>Renew mountain bike tracks, bush walking tracks and bridle trail throughout the park FY2021 - investigate and scope the works required including options that would benefit from an increased level of service to be presented to the local board FY2023 - plan the physical works for delivery Estimated completion date yet to be established Approved Risk Adjusted Programme (RAP) project</td>
<td>Improving walking and cycling connections along the coastline</td>
<td>Workshop design options with local board to seek direction prior to implementation</td>
<td>CF: Investigation and Design</td>
<td>Not scheduled</td>
<td>ABS: Capex - Renewals</td>
<td>$0</td>
<td>$0</td>
<td>$10,000</td>
<td>$0</td>
<td>$140,000</td>
<td>$150,000</td>
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<tr>
<td>2566</td>
<td>Totara Park Friends Hauraki Expansion Investigation</td>
<td>Investigate, design and cost estimate the requirement for a nursery expansion at Totara Park, as informed by the Totara Park Masterplan FY2020- investigate, design and cost estimate the works proposed and submit to the Local Board for further direction</td>
<td>Promoting the well-being of our communities through guardianship of community facilities.</td>
<td>Works proposed to be presented to the Local Board for further direction</td>
<td>CF: Investigation and Design</td>
<td>Q1, Q2, Q3, Q4</td>
<td>LDI: Capex</td>
<td>$0</td>
<td>$20,000</td>
<td>$0</td>
<td>$0</td>
<td>$20,000</td>
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</tr>
<tr>
<td>2600</td>
<td>Totara Pool: raising of the pool</td>
<td>Design and cost estimate the requirement for a nursery expansion at Totara Park, as informed by the Totara Park Masterplan FY2020- investigate, design and cost estimate the works proposed and submit to the Local Board for further direction</td>
<td>Maintaining current service levels</td>
<td>Workshop design options with local board to seek direction prior to implementation</td>
<td>CF: Investigation and Design</td>
<td>Q1, Q2, Q3, Q4</td>
<td>ABS: Capex - Renewals</td>
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## Community Facilities: Build Maintain Renew Work Programme 2019 – 2022

<table>
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</thead>
<tbody>
<tr>
<td>2028</td>
<td>Totara Park - renewal</td>
<td>Renew park assets to ensure the park is maintaining current service levels. Works to include renewing the base course, beerknight, carpark, fences, gates, paths, retaining wall, rubbish bins, seats, signs, steps and toilet block. Coordinate all on-site physical works with the local board in alignment with the March 2019 local event. FY19/20 - obtain consents as required and plan the physical works phase. FY20/21 - deliver the physical works allowing for minimal park disruption. Estimated completion date 1 January 2020. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2138).</td>
<td>Workshop design options with local board to seek direction prior to implementation</td>
<td>LE/ Project Delivery</td>
<td>CF: Investigation and Design</td>
<td>Q1, Q2, Q3, Q4</td>
<td>EDI: Capex</td>
<td>$1,395,751</td>
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<td>$0</td>
<td>$1,866,924</td>
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<tr>
<td>2568</td>
<td>Totara Park - toilet investigation</td>
<td>Investigate, design and cost estimate the requirement for a toilet to be installed at the site of the Redcliff Road entrance to Totara Park as informed by the Totara Park Masterplan. FY19/20 - investigate, design and cost estimate the works proposed and submit to the Local Board for further direction.</td>
<td>Promoting the wellbeing of our communities through guardianship of community facilities.</td>
<td>Works proposed to be presented to the Local Board for further direction</td>
<td>LE/ Project Delivery</td>
<td>CF: Investigation and Design</td>
<td>Q1, Q2, Q3, Q4</td>
<td>EDI: Capex</td>
<td>$0</td>
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<td>$0</td>
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<tr>
<td>2723</td>
<td>Volta Park - (Templation Place Reserve) - Play Space Renewal</td>
<td>Renew play space at Volta Park. FY20/21 - investigate and design the works required at the play area including options that would benefit from an increased level of service to be presented to the Local Board. FY21/22 - scope and plan the physical works for delivery.</td>
<td>Promoting the wellbeing of our communities through guardianship of community facilities.</td>
<td>Workshop design options with local board to seek direction prior to implementation</td>
<td>LE/ Project Delivery</td>
<td>CF: Investigation and Design</td>
<td>Q1, Q2, Q3, Q4</td>
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<td>$0</td>
<td>$298,000</td>
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<tr>
<td>2604</td>
<td>War Memorial - renew car park</td>
<td>Renewal of the car park at the Manurewa War Memorial Park. This project was initiated in the FY17/18 programme. This project is completed and was delivered in advance of the planned timeframe. The budget remains the original allocated year as it was committed.</td>
<td>No further decisions anticipated</td>
<td>Maintenance is well connected and easy to move around</td>
<td>LE/ Project Delivery</td>
<td>Project completed</td>
<td>ASB: Capex - Renewsals</td>
<td>$748,225</td>
<td>$0</td>
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<td>$0</td>
<td>$0</td>
<td>$748,225</td>
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<tr>
<td>2321</td>
<td>Weymouth Boating Club - renew and improve boat ramp</td>
<td>Renew and improve boat ramp at the Weymouth Boating Club to ensure it is fit for purpose. FY19/20 investigate and design the boat ramp in collaboration with the coastal team. FY19/20 obtain consent where applicable and deliver the physical works. (Estimated overrun contribution $100,000 FY19)</td>
<td>Improvements to be included and final design</td>
<td>Our environment is a source of pride and enjoyment for the community</td>
<td>LE/ Project Delivery</td>
<td>Estimated project completion June 2021</td>
<td>ASB: Capex - Renewsals</td>
<td>$90,873</td>
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<td>$0</td>
<td>$409,000</td>
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<td>2622</td>
<td>West Stream Reserve - renew bollards</td>
<td>Replace Kears Road frontage of West Stream Reserve with bollards. FY20/21 - undertake investigation and scoping of design options. FY20/21 - undertake physical works. Risk Adjusted Programme (RAP) project – investigation &amp; design only</td>
<td>Maintenance current service levels</td>
<td>No further decisions anticipated</td>
<td>CF/ Project Delivery</td>
<td>CF: Investigation and Design</td>
<td>Q1, Q2, Q3, Q4</td>
<td>ASB: Capex - Renewsals</td>
<td>$0</td>
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<td>$16,000</td>
<td>$318,000</td>
<td>$334,000</td>
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Te take mō te pūrongo  
Purpose of the report  
1. To note the Manurewa Local Board’s records for the workshops held on 7 November, 14 November and 21 November 2019

Whakarāpopototanga matua  
Executive summary  
2. Under Standing Order 12.1.1 and 12.1.4 workshops convened by the local board shall be closed to the public. However, the proceedings of a workshop shall record the names of members attending, the general nature of the matters discussed and the proceedings of the workshop. Resolutions or decisions are not made at workshops as they are solely for the provision of information and discussion. This report attaches the workshop record for the period stated below.

Ngā tūtohunga  
Recommendation/s  
That the Manurewa Local Board:

a) note the Manurewa Local Board workshop records held on:
   
i) 7 November 2019  
ii) 14 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>7 November 2019, Manurewa Local Board - Workshop Record</td>
<td>193</td>
</tr>
<tr>
<td>B</td>
<td>14 November 2019, Manurewa Local Board - Workshop Record</td>
<td>197</td>
</tr>
<tr>
<td>C</td>
<td>21 November 2019, Manurewa Local Board - Workshop Record</td>
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</table>

Ngā kaihaina  
Signatories  

<table>
<thead>
<tr>
<th>Author</th>
<th>Rohin Patel - Democracy Advisor - Manurewa</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authoriser</td>
<td>Manoj Ragupathy - Relationship Manager Manurewa &amp; Papakura</td>
</tr>
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</table>
Manurewa Local Board Workshop Record

Workshop record of the Manurewa Local Board held in the Manurewa Local Board Office meeting room, Shop 3-5, 7 Hill Road, Manurewa on Thursday, 7 November 2019, commencing at 4.00pm.

Present

Chairperson: Joseph Allan
Deputy Chairperson: Melissa Atama
Members: Anne Candy, Tabetha Gorrie, Glenn Murphy, Rangi McLean, Ken Penney, Dave Pizzini

Apologies

Also present:

<table>
<thead>
<tr>
<th>Workshop Item</th>
<th>Governance role</th>
<th>Summary of Discussions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auckland Council Team Overviews</td>
<td></td>
<td>The board received an overview of the Auckland Council organisation structure.</td>
</tr>
<tr>
<td>Manoj Ragupathy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Relationship Manager - Manurewa &amp; Papakura, Local Board Services</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sarah McGhee</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Senior Local Board Advisor - Manurewa Local Board Services)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Robert Boswell</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Local Board Advisor- Manurewa, Local Board Services)</td>
<td></td>
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</tr>
<tr>
<td>Finance Briefing</td>
<td></td>
<td>The board received overview of the finance department and local board funding policy.</td>
</tr>
<tr>
<td>Faiithe Smith</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Lead Financial Advisor, Corporate Finance and Property)</td>
<td></td>
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</tr>
<tr>
<td>Manurewa Local Board Work Programme Workshop One</td>
<td></td>
<td>The board provided direction on the 2020/2021 work programme and annual budget.</td>
</tr>
<tr>
<td>Workshop Item</td>
<td>Governance role</td>
<td>Summary of Discussions</td>
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</tr>
<tr>
<td><strong>Sarah McGhee</strong></td>
<td>(Senior Local Board Advisor - Manurewa Local Board Services)</td>
<td></td>
</tr>
<tr>
<td><strong>Fathe Smithe</strong></td>
<td>(Lead Financial Advisor, Corporate Finance and Property)</td>
<td></td>
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<tr>
<td><strong>Sopo Su'a Eila</strong></td>
<td>(Strategic Broker, Arts Community and Events)</td>
<td></td>
</tr>
<tr>
<td><strong>Gill Pannell</strong></td>
<td>(Manager Library Operations, Libraries and Information)</td>
<td></td>
</tr>
<tr>
<td><strong>Debra Langton</strong></td>
<td>(PSR Portfolio Manager, Parks Sports and Recreation)</td>
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<tr>
<td><strong>Miriana Knox</strong></td>
<td>Relationship Advisor, (Relationship Management Unit – Infrastructure and Environmental Services)</td>
<td></td>
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<tr>
<td><strong>Craig Cairncross</strong></td>
<td>(Team Leader Planning, Plans and Places)</td>
<td></td>
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<td></td>
<td>(VIA Skype)</td>
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<tr>
<td><strong>Nicole Braganza</strong></td>
<td>(Work Programme Lead, Community Facilities)</td>
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<tr>
<td><strong>Gemma Wensor</strong></td>
<td>(Service and Asset Planning Specialist, Service Strategy and Integration)</td>
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<tr>
<td><strong>John Norman</strong></td>
<td>(Strategic Planning Manager LED, Auckland Tourism Events and Economic Development (VIA Skype))</td>
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<tr>
<td>Workshop Item</td>
<td>Governance role</td>
<td>Summary of Discussions</td>
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</tr>
<tr>
<td>Dhaya Haran</td>
<td>(Specialist Advisor - Youth Employment, The Southern Initiative)</td>
<td></td>
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<tr>
<td>Steven Branca</td>
<td>(BID Senior Advisor, CCO/External Partnerships)</td>
<td></td>
</tr>
<tr>
<td>Karen Marais</td>
<td>(Manager Stakeholder Advisory, Community Facilities)</td>
<td></td>
</tr>
<tr>
<td>Auckland Transport Update</td>
<td></td>
<td>The board received an overview of Council Controlled Organisation - Auckland Transport.</td>
</tr>
<tr>
<td>Jonathan Anyon</td>
<td>(Elected Member Relationship Team Manager, Auckland Transport)</td>
<td></td>
</tr>
<tr>
<td>James Ralph</td>
<td>(Elected Member Relationship Manager, Auckland Transport)</td>
<td></td>
</tr>
<tr>
<td>Manurewa Local Board Work Stream Allocations</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Manurewa Local Board Appointments to External Community Organisations and</td>
<td></td>
<td>The board discussed allocating topic area leads for managing governance work for the</td>
</tr>
<tr>
<td>Manoj Ragupathy</td>
<td>Relationship Manager - Manurewa &amp; Papakura, Local Board Services</td>
<td>The board discussed allocating board members to external organisations and various</td>
</tr>
<tr>
<td></td>
<td></td>
<td>council initiatives.</td>
</tr>
<tr>
<td>Sarah McGhee</td>
<td>(Senior Local Board Advisor - Manurewa Local Board Services)</td>
<td></td>
</tr>
</tbody>
</table>

The workshop concluded at 9:00pm
Manurewa Local Board Workshop Record

Workshop record of the Manurewa Local Board held in the Manurewa Local Board Office meeting room, Shop 3-5, 7 Hill Road, Manurewa on Thursday, 14 November 2019, commencing at 4.00pm.

Present
Chairperson
Joseph Allan
Deputy Chairperson
Melissa Atama
Members:
Anne Candy
Tabetha Gorrie
Glenn Murphy
Rangi McLean
Ken Penney
Dave Pizzini

Apologies

Also present:

<table>
<thead>
<tr>
<th>Workshop Item</th>
<th>Governance role</th>
<th>Summary of Discussions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auckland Council Team Introductions – Arts, Community and Events</td>
<td></td>
<td>The board received an overview of the council’s Arts, Community and Events department.</td>
</tr>
<tr>
<td>Sopo Su’a-Elia (Strategic Broker, Arts Community and Events)</td>
<td></td>
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</tr>
<tr>
<td>Mary Dawson (Manager Strategic Brokers, Arts Community and Events)</td>
<td></td>
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</tr>
<tr>
<td>Sarah Edwards (Arts and Culture Advisor, Arts Community and Events)</td>
<td></td>
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<tr>
<td>Via Skype</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Robyn Henry (Manager Civic Events, Arts Community and Events)</td>
<td></td>
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<tr>
<td>Corey Walden (Facility Manager Nathan PAG, Arts Community and Events)</td>
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<tr>
<td>Workshop Item</td>
<td>Governance role</td>
<td>Summary of Discussions</td>
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<td>------------------------------------------------------------------------------</td>
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<td>----------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td><strong>Melissa Lelo</strong>&lt;br&gt;(Specialist Advisor - Youth Specialist, Arts Community and Events)</td>
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<tr>
<td><strong>Janice McCarthy</strong>&lt;br&gt;(Event Facilitator, Arts Community and Events)</td>
<td></td>
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</tr>
<tr>
<td><strong>Council Controlled Organisation Introductions – Panuku Development Auckland</strong></td>
<td></td>
<td>The board received an overview of Council Control Organisation - Panuku Development Auckland.</td>
</tr>
<tr>
<td><strong>Jody Jackson-Becerra</strong>&lt;br&gt;(Senior Engagement Advisor, Panuku Development Auckland)</td>
<td></td>
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</tr>
<tr>
<td><strong>The Southern Initiative Noho Video Funding</strong></td>
<td></td>
<td>The board provided direction on funding for The Southern Initiative’s Noho training video.</td>
</tr>
<tr>
<td><strong>Dhaya Haran</strong>&lt;br&gt;(Specialist Advisor - Youth Employment, The Southern Initiative)</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Dale Williams</strong>&lt;br&gt;(Employment Broker and Coach, The Southern Initiative)</td>
<td></td>
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</tr>
<tr>
<td><strong>Communications Overview</strong></td>
<td></td>
<td>The board received an overview of the council’s Communications department.</td>
</tr>
<tr>
<td><strong>David Kemeys</strong>&lt;br&gt;(Specialist Local Communication, Communications)</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Manurewa Local Board Work Stream Allocations</strong></td>
<td></td>
<td>The board discussed allocating topic area leads for managing governance work for the 2019-2022 triennium.</td>
</tr>
<tr>
<td><strong>Manurewa Local Board Appointments to External Community Organisations and Representatives for various Council Initiatives</strong></td>
<td></td>
<td>The board discussed allocating board members to external organisations and various council initiatives.</td>
</tr>
<tr>
<td><strong>Sarah McGhee</strong>&lt;br&gt;(Senior Local Board Advisor - Manurewa)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Workshop Item</td>
<td>Governance role</td>
<td>Summary of Discussions</td>
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</tr>
<tr>
<td>Local Board Services</td>
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</tbody>
</table>

The workshop concluded at 10:08pm
Workshop record of the Manurewa Local Board held in the Manurewa Local Board Office meeting room, Shop 3-5, 7 Hill Road, Manurewa on Thursday, 21 November 2019, commencing at 4.00pm.

Present

Chairperson: Joseph Allan
Deputy Chairperson: Melissa Atama
Members: Anne Candy, Tabetha Gorrie, Glenn Murphy, Rangi McLean, Ken Penney, Dave Pizzini

Apologies

Also present:

<table>
<thead>
<tr>
<th>Workshop Item</th>
<th>Governance role</th>
<th>Summary of Discussions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Council Controlled Organisation Introductions – Auckland Tourism, Events and Economic Development</td>
<td></td>
<td>The board received an overview of Council Control Organisation - Auckland Tourism, Events and Economic Development.</td>
</tr>
<tr>
<td>John Norman (Strategic Planning Manager LED, Auckland Tourism, Events and Economic Development) Via Skype</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Auckland Council Team Introductions – Parks, Sports and Recreation</td>
<td></td>
<td>The board received an overview of the council’s Parks, Sports and Recreation department.</td>
</tr>
<tr>
<td>Debra Langton (PSR Portfolio Manager, Parks Sports and Recreation)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Greg Lowe (Parks and Places Specialist Parks Sports and Recreation)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Auckland Council Team Introductions – Community Facilities</td>
<td></td>
<td>The board received an overview of the council’s Community Facilities department.</td>
</tr>
<tr>
<td>Workshop Item</td>
<td>Governance role</td>
<td>Summary of Discussions</td>
</tr>
<tr>
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</tr>
<tr>
<td>Susan Quinn (Stakeholder Advisor, Community Facilities)</td>
<td></td>
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</tr>
<tr>
<td>Nicole Braganza (Work Programme Lead, Community Facilities)</td>
<td>Via Skype</td>
<td></td>
</tr>
<tr>
<td>Greg Hannah (Manager Project Delivery, Community Facilities)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tai Stirling (Community Lease Specialist, Community Facilities)</td>
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<td></td>
</tr>
<tr>
<td>Mark Sabine (Senior Maintenance Delivery Coordinator, Community Facilities)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dolly Shah (Senior Asset Information Advisor, Community Facilities)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Quick Response Round Grants</td>
<td>Helen Taimarangai Senior Grants Advisor, Treasury</td>
<td>The board allocated funding for the Quick Response Round One Grants.</td>
</tr>
<tr>
<td>Engagement / Working with Communities</td>
<td>Shelvin Mumif-Imo (Local Board Engagement Advisor, Local Board Services)</td>
<td>The board received a presentation on Engagement / Working with Communities.</td>
</tr>
<tr>
<td>Working Together</td>
<td>Sarah McGhee (Senior Local Board Advisor - Manurewa Local Board Services)</td>
<td>The board discussed working together as a team.</td>
</tr>
</tbody>
</table>

The workshop concluded at 8.58pm
Te take mō te pūrongo
Purpose of the report
1. To present to the Manurewa Local Board the three months Governance Forward Work Calendar.

Whakarāpopototanga matua
Executive summary
2. The Governance Forward Work Calendar is a schedule of items that will come before the local board at business meetings and workshops over the next six months. The Governance Forward Work Calendar for the Manurewa Local Board is included in Attachment A.
3. The calendar aims to support local boards’ governance role by:
   i) ensuring advice on agendas and workshop material is driven by local board priorities
   ii) clarifying what advice is required and when
   iii) clarifying the rationale for reports.
4. The calendar will be updated every month, be included on the agenda for business meetings and distributed to relevant council staff. It is recognised that at times items will arise that are not programmed. Board members are welcome to discuss changes to the calendar.

Ngā tūtohunga
Recommendation/s
That the Manurewa Local Board:
a) note the Governance Forward Work Calendar as at December 2019.

Horopaki
Context
5. The council’s Quality Advice Programme aims to improve the focus, analysis, presentation and timeliness of staff advice to elected representatives. An initiative under this is to develop forward work calendars for Governing Body committees and local boards. These provide elected members with better visibility of the types of governance tasks they are being asked to undertake and when they are scheduled.
6. There are no new projects in the Governance Forward Work Calendar. The calendar brings together in one schedule reporting on all of the board’s projects and activities that have been previously approved in the local board plan, long-term plan, departmental work programmes and through other board decisions. It includes Governing Body policies and initiatives that call for a local board response.
7. This initiative is intended to support the board's governance role. It will also help staff to support local boards, as an additional tool to manage workloads and track activities across council departments, and it will allow greater transparency for the public.
8. The calendar is arranged in three columns, “Topic”, “Purpose” and “Governance Role”:
   i) Topic describes the items and may indicate how they fit in with broader processes such as the annual plan.
   ii) Purpose indicates the aim of the item, such as formally approving plans or projects, hearing submissions or receiving progress updates.
   iii) Governance role is a higher-level categorisation of the work local boards do. Examples of the seven governance categories are tabled below:

<table>
<thead>
<tr>
<th>Governance role</th>
<th>Examples</th>
</tr>
</thead>
<tbody>
<tr>
<td>Setting direction / priorities / budget</td>
<td>Capex projects, work programmes, annual plan</td>
</tr>
<tr>
<td>Local initiatives / specific decisions</td>
<td>Grants, road names, alcohol bans</td>
</tr>
<tr>
<td>Input into regional decision-making</td>
<td>Comments on regional bylaws, policies, plans</td>
</tr>
<tr>
<td>Oversight and monitoring</td>
<td>Local board agreement, quarterly performance reports, review projects</td>
</tr>
<tr>
<td>Accountability to the public</td>
<td>Annual report</td>
</tr>
<tr>
<td>Engagement</td>
<td>Community hui, submissions processes</td>
</tr>
<tr>
<td>Keeping informed</td>
<td>Briefings, cluster workshops</td>
</tr>
</tbody>
</table>

9. Board members are welcome to discuss changes to the calendar. The calendar will be updated and reported back every month to business meetings. Updates will also be distributed to relevant council staff.

Tātaritanga me ngā tohutohu
Analysis and advice

10. This report is an information report providing the governance forward work programme for the next six months.

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

11. The council is required to provide a Governance Forward Work Calendar to the Manurewa Local Board for their consideration.

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

12. All local boards are being presented with a Governance Forward Work Calendar for their consideration.

Tauākī whakaaweawe Māori
Māori impact statement

13. The projects and processes referred to in the Governance Forward Work Calendar will have a range of implications for Māori which will be considered when the work is reported.

Ngā ritenga ā-pūtea
Financial implications

14. There are no financial implications relating to this report.
Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations

15. This report is a point in time of the Governance Forward Work Calendar. It is a living document and updated month to month. It minimises the risk of the board being unaware of planned topics for their consideration.

Ngā koringa ā-muri
Next steps

16. Staff will review the calendar each month in consultation with board members and will report an updated calendar to the board.

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1</td>
<td>December 2019 - Manurewa Local Board Governance Forward Work Calendar</td>
<td>207</td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Rohin Patel - Democracy Advisor - Manurewa</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authoriser</td>
<td>Manoj Ragupathy - Relationship Manager Manurewa &amp; Papakura</td>
</tr>
<tr>
<td>Workshop / Business</td>
<td>Date</td>
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<tr>
<td>Workshop</td>
<td>28/11/2019</td>
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<td>Business Meeting</td>
<td>December</td>
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<tr>
<td>Workshop</td>
<td>February/March</td>
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<td>Business Meeting</td>
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<td>Workshop</td>
<td>March</td>
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<td>March</td>
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<td>Business Meeting</td>
<td>March</td>
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<tr>
<td>Business Meeting</td>
<td>March/April</td>
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