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

**Date:** Wednesday, 4 December 2019  
**Time:** 4:30pm  
**Meeting Room:** Council Chambers  
**Venue:** Papakura Service Centre  
35 Coles Crescent  
Papakura

---

**Papakura Local Board**

**OPEN AGENDA**

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**MEMBERSHIP**

<table>
<thead>
<tr>
<th>Chairperson</th>
<th>Brent Catchpole</th>
</tr>
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<tbody>
<tr>
<td>Deputy Chairperson</td>
<td>Jan Robinson</td>
</tr>
<tr>
<td>Members</td>
<td>Felicity Auva’a</td>
</tr>
<tr>
<td></td>
<td>George Hawkins</td>
</tr>
<tr>
<td></td>
<td>Keven Mealamu</td>
</tr>
<tr>
<td></td>
<td>Sue Smurthwaite</td>
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</tbody>
</table>

(Quorum 3 members)

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Paula Brooke  
Democracy Advisor

28 November 2019

Contact Telephone: 021 715 279  
Email: Paula.Brooke@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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1 Welcome

2 Apologies

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

3 Declaration of Interest

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

4 Confirmation of Minutes

That the Papakura Local Board:

a) confirm the extraordinary minutes of its meeting, held on Wednesday, 6 November 2019, as a true and correct record.

5 Leave of Absence

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

6 Acknowledgements

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

7 Petitions

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

8 Deputations

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

Te take mō te pūrongo

Purpose of the report

1. Tracy Shackleton and Paula Shultz, from the Papakura Business Association, will present a yearly overview of the association.

Ngā tūtohunga

Recommendation/s

That the Papakura Local Board:

a) thank Tracy Shackleton and Paula Shultz from the Papakura Business Association for their presentation.
8.2 Deputation - Takanini Sikh Temple

Te take mō te pūrongo
Purpose of the report
1. Rajinder Singh, from the Takanini Sikh Temple, will present on the work of the temple.

Ngā tūtohunga
Recommendation/s
That the Papakura Local Board:

a) thank Rajinder Singh from the Takanini Sikh Temple for his presentation.

8.3 Deputation - Papakura Marae

Te take mō te pūrongo
Purpose of the report
1. Tony Kake, Chief Executive Officer of the Papakura Marae, will present on the activities of the Papakura Marae.

Ngā tūtohunga
Recommendation/s
That the Papakura Local Board:

a) thank Tony Kake for his presentation.

Attachments
A Papakura Local Board 4 December 2019 - Deputation - Papakura Marae 217

9 Public Forum

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

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

10 Extraordinary Business

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

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

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

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

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

(ii) The reason why the discussion of the item cannot be delayed until a subsequent meeting."
Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

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

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

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

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

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

File No.: CP2019/19221

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

Ngā tūtohunga
Recommendation/s
That the Papakura Local Board:

a) receive the verbal report from the Papakura Local Board Chairperson.

Ngā tāpirihanga
Attachments
There are no attachments for this report.

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Paula Brooke - Democracy Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authoriser</td>
<td>Manoj Ragupathy - Relationship Manager Manurewa &amp; Papakura</td>
</tr>
</tbody>
</table>
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 board on Governing Body issues they have been involved with since the previous 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 board.

Ngā tūtohunga
Recommendation/s
That the Papakura Local Board:

a) determine how ward councillors will participate in, and update, the Papakura Local Board at its monthly business meetings in the 2019-2022 electoral term.

Ngā tāpirihanga
Attachments
There are no attachments for this report.

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
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<th>Paula Brooke - Democracy Advisor</th>
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<td>Manoj Ragupathy - Relationship Manager Manurewa &amp; Papakura</td>
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</tbody>
</table>
Te take mō te pūrongo
Purpose of the report
1. To receive two Auckland Transport reports to the Papakura Local Board for December 2019.

Whakarāpopototanga matua
Executive summary
2. Each month, Auckland Transport provides an update to the Papakura 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 has also provided a report seeking a decision of the board to allocate $45,000 from its LBTCF to the Central park Walking and Lighting Project.
4. The Auckland Transport update and the Local Board Transport Capital Fund (LBTCF) reallocation report for December 2019 reports are attached to this report and the recommendations from the reports are stated below.

Ngā tūtohunga
Recommendation/s
That the Papakura Local Board:

a) receive the Auckland Transport December 2019 update report
b) allocate $45,000 from its Local Board Transport Capital Fund (LBTCF) to the Central Park Walking & Lighting project to allow construction to proceed.

Ngā tāpirihanga
Attachments

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Ngā kaihaina
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<tbody>
<tr>
<td>Authorisers</td>
<td>Manoj Ragupathy - Relationship Manager Manurewa &amp; Papakura</td>
</tr>
</tbody>
</table>
Auckland Transport monthly update to the Papakura Local Board – December 2019

Te take mō te pūrongo
Purpose of the report
1. An introduction; and an update for the Papakura Local Board about transport related matters in their area, including the Local Board Transport Capital Fund (LBTCF).
2. To make a decision on the allocation of further funding towards the Central Parking Walking & Lighting project.

Whakarāpopototanga matua
Executive summary
3. A decision is required from the board regarding the allocation of an additional $45,000 from the LBTCF for the Central Park Walking & Lighting project.
4. The report contains information about the following:
   - The wider ‘context’ involving a summary of the strategic projects delivered in the Papakura area in this electoral term.
   - Information about the Local Board Transport Capital Fund (LBTCF).
   - Information about Auckland Transport regional projects & activities.

Nga tūtohunga
Recommendation/s
That the Papakura Local Board:
   a) receive the Auckland Transport December 2019 monthly update report.
   b) allocate $45,000 from the LBTCF for completion of the Central Park Walking & Lighting project.

Horopaki
Context
5. 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.
6. 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.
7. 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).
8. Auckland Transport is responsible for all of Auckland’s transport services, excluding state highways. Auckland Transport 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

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

Local Board Transport Capital Fund

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

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

12. In this 2019-2022 electoral term, the local board has approx. $2.37 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>
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<th>Minimum $ that must be allocated by 30 June 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>411,179</td>
<td>655,128</td>
<td>655,128</td>
<td>655,128</td>
<td>2,376,563</td>
<td>1,066,307</td>
</tr>
</tbody>
</table>

13. 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.

14. The timeline is listed below:
   - In February 2020 Auckland Transport will workshop an initial list of potential projects with the local board providing 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 be able to either:
     - Approve construction of projects with a total cost of less than $300,000; or
     - Approve detailed design for complex projects with a cost of more than $300,000.
15. 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. This will allow projects to be progressed or delivered inside of the board’s current term.

16. 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 board’s goals maximizing efficiency and minimising the risk that transport funds are spent on unplanned or poorly evaluated projects.

17. 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.

Papakura Greenways Plan - Elliot Street to Freelance Terrace (Projects 12 & 13)

18. This project aims to develop a pedestrian and cycling link from the town center and existing boardwalk to the new Pescara Way footbridge over SH1. The previous board had allocated $1,280,000 of their LBTCF to this project. The project manager has indicated that additional funding of around $900,000 will be needed for #13.

19. A site meeting was conducted with members of the Local Board and AT on the 11th November 2019. A further site meeting has been arranged for 12 December 2019 with representatives from Papakura Local Board, AT, NZTA and Community Facilities to discuss funding sources. Local Board members will be able attend.

Central Park walkway & lighting

20. This project is to install a pathway and lights for commuters from King Edward Ave to Railway Street West through Central Park. A ROC was provided to the previous board of $300,000. The previous board was able to allocate $249,000 to this project.

21. Firm Estimates of Cost are now at $294,000. It is recommended that the Board allocate $45,000 from their LBTCF unallocated funds from the previous period for this project to proceed.

Parerakau Road

22. A finalised design for a full road upgrade has been completed (rather than just a rehabilitation of the original pavement failure - -- due to the need to provide a solution for the drainage and storm water issues and to provide a more robust pavement to cope with the changed usage of the road since the retirement village and subdivision at the end of the road have been built).

23. The design is out with a contractor to be priced with a possible start date in the first quarter of 2020.

General Updates

24. Construction of electronic gating at the Papakura Train Station is underway, estimated to be completed in late March / early April 2020.

Regional Transport Updates

Auckland named a world leader in urban mobility

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

26. 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.

27. It considered income equality, transport costs versus income, public transport network versus population size, availability of public transport and motorisation rate.
28. 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.

29. 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.

30. 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.

31. “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.

32. “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.”

33. To download the full report, see http://www.tnsglobal.com/what-we-do/by-sector/automotive/mobility-futures.

Public Transport Patronage growing in Auckland

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

35. 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.

36. 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.

37. 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.

38. Ferry boardings totalled 6.3 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.

39. 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.

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

41. 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

42. 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.

43. 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.


45. 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**

46. 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**

47. The proposed decision of the allocating further funding to the Central Park Walking & Lighting project affects the ability of Community Facilities to deliver this project.

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

**Local impacts and local board views**

**Auckland Transport consultations**

48. Over the last reporting period, Auckland Transport invited the local board to provide feedback on three proposals.
   a) Proposed give-way control / NSAAT (no stopping at all times) / shared path at 257 Hingaia Road.
   b) Parking time allocation in Papakura Town Centre.
   c) Airport to Botany Rapid Transit.

**Tauākī whakaaweawe Māori**

**Māori impact statement**

49. 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**

50. The proposed decision of the allocating further funding to the Central Park Walking & Lighting project has financial implications as outlined on the accompanying decision report.

**Ngā raru tūpono me ngā whakamaurutanga**

**Risks and mitigations**

51. The proposed decision of receiving the report has no risks. AT has risk management strategies in place for the transport projects undertaken in the Papakura local board area.

**Ngā koringa ā-muri**

**Next steps**

52. AT will provide another update report to the board at the next meeting in the new year.
Ngā tāpirihanga
Attachments

53. A decision report relating to the Central Park Walkway and Lighting is attached.

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>James Ralph – Auckland Transport Elected Member Relationship Manager</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authoriser</td>
<td>Jonathan Anyon – Auckland Transport Elected Member Relationship Team Manager</td>
</tr>
</tbody>
</table>
Allocation of Local Board Transport Capital Fund

Te take mō te pūrongo
Purpose of the report
1. For the Papakura Local Board to consider making an increase to its allocation to the Central Park Walking and Lighting project from its Local Board Transport Capital Fund (LBTCF).

Whakarāpopototanga matua
Executive summary
1. The Central Park Walking & Lighting project was a LBTCF project initiated by the previous Papakura Local Board.
2. The original rough order of costs provided to the previous board was $300,000. The previous board was able to allocate $249,000 from the LBTCF towards this project.
3. This project is being delivered by Community Facilities, who now require an extra $45,000 from the LBTCF to complete this project, at a total cost of $294,000.
4. The local board’s LBTCF currently stands at $2,376,563 for the 2019-2022 electoral term. Of this, $411,179 is unallocated funds from the previous boards term.
5. If the recommendation to allocate an additional $45,000 to the Central Park Walking and Lighting project is supported, the amount left in unallocated fund from the previous term will be $366,179, and there will be no impact on the funding allocated to the current Papakura Local Board.

<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 Board</th>
</tr>
</thead>
<tbody>
<tr>
<td>411,179</td>
<td>655,128</td>
<td>655,128</td>
<td>655,128</td>
<td>2,376,563</td>
</tr>
</tbody>
</table>

Nga āno Reo in Māori
Recommendation/s
That the Papakura Local Board:
a) allocate $45,000 from its Local Board Transport Capital Fund (LBTCF) to the Central Park Walking & Lighting project to allow construction to proceed.

Horopaki
Context
8. 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.
9. 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).

10. Through Auckland Council’s Long-term Plan 2018-2028, LBTCF funding has been increased to a total of $20.8 million per annum across all 21 local boards.

Tātaritanga me ngā tohutohu

Analysis and advice

Central Park Walking and Lighting Project

11. Pedestrians have been using Central Park as a walkthrough thoroughfare to provide access between King Edward Ave to Railway Street West, and vice versa.

12. A walkway through this park, accompanied by lighting, was considered as a project by the previous local board to utilise the LBTCF. As outlined, projects running through parks can be considered if there is a transport outcome.

13. The aim of the project was providing an enhanced and safer experience for these pedestrians. The previous local board agreed with this project, which progressed to design and rough order of costs.

14. The original rough order of costs of $300,000 was provided to the previous board, who allocated $249,00 towards to project.

15. Following the design and lighting consultations, this has been reviewed for accuracy. This project is now expected to cost $294,000.

16. The local board is now asked to allocate a further $45,000 from its LBTCF.

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

17. This project is being delivered by Community Facilities. Rejection of the allocation of further funding will impact upon the ability for this project to be delivered.

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

Local impacts and local board views

18. The local board has supported this project in the past as a way of providing safer access to the Central Park Playground, Papakura Railway Station and the nearby bus stop. It represents an improvement in amenity for residents of Papakura. The project aligns with outcomes in the Papakura Local Board Plan 2017.

Tauākī whakaaweawe Māori

Māori impact statement

19. The proposed decision of receiving the report has no identified 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

<table>
<thead>
<tr>
<th>Papakura Local Board Transport Capital Fund Financial Summary</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Funds Available to the New Board</td>
<td>$2,376,563</td>
</tr>
<tr>
<td>Unallocated Funds from 2019/2020</td>
<td>$411,179</td>
</tr>
</tbody>
</table>

20. The total value of the project outlined for decision in this report is $294,000.

21. The project has already been allocated $249,000 and the report requests that the local board increase this allocation by an additional $45,000 to cover the costs of implementing this project.

22. If the project is supported, the amount left in unallocated fund from the previous term will be $386,179, and there will be no impact on the funding allocated to the current Papakura Local Board.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations

23. This project seeks to provide practical and safer access for commuters from King Edward Ave to Railway Street West through Central Park.

24. There is a risk associated to dedicating the allocated funding, with pedestrians already using this as a thoroughfare the lack of lighting poses a risk to walking through Central Park after dark. Allocation of the funding, allowing for lighting, mitigates this risk.

Ngā koringa ā-muri
Next steps

25. AT will report back to the local board on the progress of the project through its monthly reporting process.

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>James Ralph – Auckland Transport Elected Member Relationship Manager</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authoriser</td>
<td>Jonathan Anyon – Auckland Transport Elected Member Relationship Team Manager</td>
</tr>
</tbody>
</table>
Papakura Local Board Small Grants, Round One 2019/2020 grant allocations

File No.: CP2019/19147

Te take mō te pūrongo
Purpose of the report

1. To fund, part-fund or decline the applications received for Papakura Local Board Small Grants, Round One 2019/2020.

Whakarāpopototanga matua
Executive summary

2. This report presents applications received for the Papakura Local Board Small Grants, Round One 2019/2020.

3. The Papakura Local Board adopted the Papakura Local Grants Programme 2019/2020 on 27 March 2019 as provided in Attachment A to this report. The document sets application guidelines for contestable grants submitted to the local board.

4. The Papakura Local Board has set a total community grants budget of $137,777 for the 2019/2020 financial year. $67,856 was allocated to Local Grants Round One and Multi-board Grants Round One 2019/20. $2,500 was then allocated to the events budget line (PPK/2019/171) at the September 2019 Papakura Local Board business meeting, leaving $67,421 for allocation to the remaining grant rounds.

5. Nineteen applications were received for the Small Grants, Round One 2019/2020, requesting a total of $31,818.35.

Ngā tūtohunga
Recommendation/s

That the Papakura Local Board:

a) agree to fund, part-fund or decline each application in Papakura Small Grants Round One 2019/2020 listed in Table One below:

<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>QR2014-101</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>
<td>Eligible</td>
</tr>
<tr>
<td>QR2014-102</td>
<td>Papakura Learn to Swim Club</td>
<td>Sport and recreation</td>
<td>Towards pool venue fees of the Papakura Learn to Swim Club.</td>
<td>$1,000.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2014-103</td>
<td>Losalia Aleva</td>
<td>Arts and culture</td>
<td>Towards venue hire costs and tutor fees of the &quot;Ukelele Mana&quot; programme.</td>
<td>$1,000.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2014-105</td>
<td>Papakura Business Association</td>
<td>Community</td>
<td>Towards costs associated with the installation and removal of the commemorative ANZAC flags.</td>
<td>$2,000.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2014-107</td>
<td>Papakura Croquet Club Incorporated</td>
<td>Sport and recreation</td>
<td>Towards costs for the electrical wiring of the Papakura Croquet Club.</td>
<td>$1,000.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2014-108</td>
<td>Karaka Lakes Christmas Lights Incorporated</td>
<td>Events</td>
<td>Towards traffic management costs for the Karaka Lakes Christmas lights.</td>
<td>$2,000.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2014-110</td>
<td>Communicare CMA Auckland Incorporated</td>
<td>Community</td>
<td>Towards venue hire costs for the Papakura Friendship Centre.</td>
<td>$1,495.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2014-111</td>
<td>Louise Goodson</td>
<td>Community</td>
<td>Towards wool and knitting costs for new-born babies at the Papakura birthing unit.</td>
<td>$1,000.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2014-112</td>
<td>Life Education Trust Counties Manukau</td>
<td>Community</td>
<td>Towards work books for the Life Education Trust programme in Papakura Schools.</td>
<td>$2,000.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2014-116</td>
<td>Auckland Country Music Association Incorporated</td>
<td>Arts and culture</td>
<td>Towards the &quot;2020 Auckland Country Music Awards&quot;, venue hire costs.</td>
<td>$2,191.84</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2014-117</td>
<td>Tardigrade World</td>
<td>Arts and culture</td>
<td>Towards costs for an arts exhibition on waste culture, artist fees, materials and marketing expenses.</td>
<td>$2,000.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>Item 14</td>
<td>QR2014-118</td>
<td>Papakura and Districts Historical Society Incorporated</td>
<td>Arts and culture</td>
<td>Towards exhibition hire and freight costs for the &quot;Tumatanui me Tumataiti, Public and Private&quot; photograph exhibition.</td>
<td>$2,000.00</td>
</tr>
<tr>
<td>QR2014-120</td>
<td>Youthline Auckland Charitable Trust</td>
<td>Community</td>
<td>Towards a contribution for the costs for training of volunteer counsellors in the Papakura area.</td>
<td>$1,500.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2014-121</td>
<td>Karaka Lakes Community Group</td>
<td>Environment</td>
<td>Towards costs for the installation of outdoor tables and a park bench at the Karaka Lakes.</td>
<td>$2,000.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2014-124</td>
<td>Totara Hospice</td>
<td>Community</td>
<td>Towards costs for medical equipment, bariatric crutches and transfer belts.</td>
<td>$1,086.51</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2014-125</td>
<td>Counties Manukau Gymnastics</td>
<td>Sport and recreation</td>
<td>Towards acknowledgement gifts for Counties Manukau Gymnastics coaches.</td>
<td>$1,650.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2014-126</td>
<td>Archery New Zealand Incorporated</td>
<td>Sport and recreation</td>
<td>Towards venue hire costs for Bruce Pullman Park for the &quot;2020 Archery National Championships&quot;.</td>
<td>$2,000.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2014-127</td>
<td>Drury United Football Club Incorporated</td>
<td>Sport and recreation</td>
<td>Towards junior football coaching costs.</td>
<td>$2,000.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2014-128</td>
<td>Rosehill College</td>
<td>Sport and recreation</td>
<td>Towards costs for uniforms for the &quot;First XI&quot; cricket team at Rosehill College.</td>
<td>$1,895.00</td>
<td>Eligible</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>$31,818.35</strong></td>
</tr>
</tbody>
</table>
Horopaki
Context
6. 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.

7. Auckland Council Community Grants Policy supports each local board to adopt a grants programme.

8. 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 Papakura Local Board adopted its grants programme for 2019/2020 on 27 March 2019 (PPK/2019/108) and will operate three small and two local grants rounds for 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. For the 2019/2020 financial year, the Papakura Local Board has set a total community grants budget of $137,777.

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 with projects that support community climate change action. Local board grants can contribute to climate action through support of projects that address food production and food waste, support alternative transport methods, support community energy efficiency education and behaviour change, build community resilience, and support tree planting.

14. One applicant in this grant round has indicated that their project supports climate change outcomes

Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera
Council group impacts and views
15. 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.

16. The grants programme has no identified impacts on council-controlled organisations and therefore their views are not required.
17. Local boards are responsible for the decision-making and allocation of local board community grants. The Papakura Local Board is required to fund, part-fund or decline these grant applications in accordance with its priorities identified in the local board grant programme.

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

19. A summary of each application received through Papakura Local Board Small Grant One 2019/2020 is provided in Attachment B to this report.

20. The local board grants programme aims to respond to Auckland Council’s commitment to improving Maori wellbeing by providing grants to individuals and groups who deliver positive outcomes for Maori. Auckland Council’s Maori Responsiveness Unit has provided input and support towards the development of the community grant processes.

21. Five applicants applying to Papakura Small Grants Round One, indicated that their project targets Māori or Māori outcomes.

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

23. The Papakura Local Board has set a total community grants budget of $137,777 for the 2018/2019 financial year. $2,500 was allocated to the events budget line (PPK/2019/171). $67,856 was allocated to Local Grants Round One and Multi-board Grants Round One 2019/2020. This leaves an amount of $67,421 for allocation to the remaining grant rounds.

24. Nineteen applications were received for the Papakura Local Board Small Grant Round One 2019/2020, requesting $31,818.35.

25. 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.

26. Following the Papakura Local Board allocating funding for the small grants round one, Commercial and Finance 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>Papakura Local Board Grants Programme 2019-2020 <em>(Under Separate Cover)</em></td>
<td></td>
</tr>
<tr>
<td>B</td>
<td>Papakura Local Board Small Grants One 2019/2020 applications <em>(Under Separate Cover)</em></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  
Manoj Ragupathy - Relationship Manager Manurewa & Papakura |
Te take mō te pūrongo
Purpose of the report
1. To approve the Papakura Youth Scholarships 2019/2020.

Whakarāpopototanga matua
Executive summary
3. Sixteen applications for the Papakura Youth Scholarships were received, with a total requested amount of $35,499.
4. The aim of the scholarships is to support the development of local young people, particularly through trades and vocational training.
5. Funding these scholarships contributes to the local board achieving the following 2017 Local Board Plan outcome: “Fostering a strong local economy”.
6. The applications will be assessed by a panel and their recommendations for levels of funding will be made available to the local board prior to the December business meeting.

Ngā tūtohunga
Recommendation/s
That the Papakura Local Board:

a) approve the following Papakura Youth Scholarships 2019/2020 applications:

<table>
<thead>
<tr>
<th>Application ID</th>
<th>Requesting scholarship for</th>
<th>Amount requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>PAPSCH01</td>
<td>Miriam Othmani Bachelor of Health Science</td>
<td>$2,000</td>
</tr>
<tr>
<td>PAPSCH04</td>
<td>Mei Kong Towards Bachelor of Nursing (first year)</td>
<td>$2,000</td>
</tr>
<tr>
<td>PAPSCH06</td>
<td>Kenna Marie Richmond Bachelor of Health, Sport &amp; Human Performance - Majoring in Sports Development and Coaching</td>
<td>$2,000</td>
</tr>
<tr>
<td>PAPSCH07</td>
<td>Hayley Tiana James Bachelor of Law/ LLB conjoint with economics</td>
<td>$2,000</td>
</tr>
<tr>
<td>PAPSCH08</td>
<td>Jacquelyn Grace Bachelor of Arts (Criminology) and Bachelor of Music (Classical Performance)</td>
<td>$2,000</td>
</tr>
<tr>
<td>PAPSCH09</td>
<td>Frances Glynn Bachelor of Visual Arts - Art and Design</td>
<td>$2,000</td>
</tr>
</tbody>
</table>
Item 15

<table>
<thead>
<tr>
<th>Item Code</th>
<th>Name</th>
<th>Course</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>PAPSCH10</td>
<td>Madeleine Wilson</td>
<td>Kai Oranga Peru</td>
<td>$1,500</td>
</tr>
<tr>
<td>PAPSCH14</td>
<td>Christina Leiataua</td>
<td>Bachelor of Law</td>
<td>$2,000</td>
</tr>
<tr>
<td>PAPSCH19</td>
<td>Lizza Jemma Siafolau</td>
<td>Bachelor of Nursing or Healthcare</td>
<td>$2,000</td>
</tr>
<tr>
<td>PAPSCH23</td>
<td>La Laufale</td>
<td>Travel and Tourism Certificate</td>
<td>$2,000</td>
</tr>
<tr>
<td>PAPSCH25</td>
<td>Paige Bell</td>
<td>Bachelor of Science (first year Biomedical Sciences)</td>
<td>$2,000</td>
</tr>
<tr>
<td>PAPSCH27</td>
<td>John Ulumani Naseri</td>
<td>Bachelor of Education and Law</td>
<td>$2,000</td>
</tr>
<tr>
<td>PAPSCH28</td>
<td>Desiree Rosalani Mycroft</td>
<td>New Zealand Diploma in Christian Studies</td>
<td>$4,999</td>
</tr>
<tr>
<td>PAPSCH29</td>
<td>Morehu Jacob Te Moananui</td>
<td>Building and Construction Level 4, MIT</td>
<td>$3,000</td>
</tr>
<tr>
<td>PAPSCH32</td>
<td>Gwyneth Parallag</td>
<td>United Nations Youth Global Development Tour</td>
<td>$2,000</td>
</tr>
<tr>
<td>PAPSCH33</td>
<td>Chhavi Breja</td>
<td>Postgraduate Diploma in Psychology (PGDipPsych)</td>
<td>$2,000</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td></td>
<td></td>
<td><strong>$35,499</strong></td>
</tr>
</tbody>
</table>

**Horopaki Context**


8. The aim of the scholarships is to support the development of local young people, particularly through trades and vocational training.

9. The scholarships were advertised through the council grants webpage, local board webpages, local board e-newsletters, Facebook pages, council publications, radio, and community networks.

10. A total of sixteen applications were received for the scholarships, totalling $35,499 as provided in Attachment A to this report.

11. The applications were assessed for the alignment against the scholarship criteria, which align with the 2017 Local Board Plan outcomes as provided in Attachment B to this report.
The following sixteen scholarship applications have been received, to be assessed for funding approval:

<table>
<thead>
<tr>
<th>Application ID</th>
<th>Requesting scholarship for</th>
<th>Amount requested</th>
<th>Eligibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>PAPSCH01</td>
<td>Miriam Othmani - Bachelor of Health Science</td>
<td>$2,000</td>
<td>Eligible</td>
</tr>
<tr>
<td>PAPSCH04</td>
<td>Mei Kong - Towards Bachelor of Nursing (first year)</td>
<td>$2,000</td>
<td>Eligible</td>
</tr>
<tr>
<td>PAPSCH06</td>
<td>Kenna Marie Richmond - Bachelor of Health, Sport &amp; Human Performance - Majoring in Sports Development and Coaching</td>
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<tr>
<td>PAPSCH07</td>
<td>Hayley Tiana James - Bachelor of Law/ LLB conjoint with economics</td>
<td>$2,000</td>
<td>Eligible</td>
</tr>
<tr>
<td>PAPSCH08</td>
<td>Jacquelyn Grace - Bachelor of Arts (Criminology) and Bachelor of Music (Classical Performance)</td>
<td>$2,000</td>
<td>Eligible</td>
</tr>
<tr>
<td>PAPSCH09</td>
<td>Frances Glynn - Bachelor of Visual Arts - Art and Design</td>
<td>$2,000</td>
<td>Eligible</td>
</tr>
<tr>
<td>PAPSCH10</td>
<td>Madeleine Wilson - Kai Oranga Peru</td>
<td>$1,500</td>
<td>Eligible</td>
</tr>
<tr>
<td>PAPSCH14</td>
<td>Christina Leitataua - Bachelor of Law</td>
<td>$2,000</td>
<td>Eligible</td>
</tr>
<tr>
<td>PAPSCH19</td>
<td>Lizza Jemma Siafolau - Bachelor of Nursing or Healthcare</td>
<td>$2,000</td>
<td>Eligible</td>
</tr>
<tr>
<td>PAPSCH23</td>
<td>La Laufale - Travel and Tourism Certificate</td>
<td>$2,000</td>
<td>Eligible</td>
</tr>
<tr>
<td>PAPSCH25</td>
<td>Paige Bell - Bachelor of Science (first year Biomedical Sciences)</td>
<td>$2,000</td>
<td>Eligible</td>
</tr>
<tr>
<td>PAPSCH27</td>
<td>John Ulumani Naseri - Bachelor of Education and Law</td>
<td>$2,000</td>
<td>Eligible</td>
</tr>
<tr>
<td>PAPSCH28</td>
<td>Desiree Rosalani - New Zealand Diploma in Christian Studies</td>
<td>$4,999</td>
<td>Eligible</td>
</tr>
</tbody>
</table>
13. Staff recommend that all the applications are eligible for funding as they are aligned with the scholarships criteria.

14. The applicants are requesting a total of $35,499, which is $5,499 more than the available budget for this funding round.

15. The applications will be assessed by a panel and their recommendations for levels of funding will be made available to the local board prior to the business meeting.

### Tauākī whakaaweawe āhuarangi
Climate impact statement

16. There are no identified climate impacts associated with this report.

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

17. The scholarships are managed and delivered by the Community Empowerment Unit with support from the grants and communications teams for marketing and promotion.

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

18. The scholarships contribute to the local board achieving the following 2017 Local Board Plan outcome: “Fostering a strong local economy”, through supporting the development of local young people, particularly through trades and vocational training.

### Tauākī whakaaweawe Māori
Māori impact statement

19. The scholarships aim to respond to improving Māori wellbeing by providing grants to individuals and groups who deliver positive outcomes for Māori.

20. Targeted advertising and promotion of the scholarships was included for priority communities, including Māori and iwi organisations.

21. In this round, four applicants out of the sixteen identified as Māori.

### Ngā ritenga ā-pūtea
Financial implications

22. The 2019/2020 work programme includes $30,000 for the scholarships.

23. Sixteen applications were received, totalling $35,499 in requested funding.

<table>
<thead>
<tr>
<th>Item 15</th>
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<tbody>
<tr>
<td>Mycroft</td>
</tr>
<tr>
<td>PAPSC29 Morehu Jacob Te Moananui</td>
</tr>
<tr>
<td>PAPSC32 Gwyneth Parallag</td>
</tr>
<tr>
<td>PAPSC33 Chhavi Breja</td>
</tr>
<tr>
<td>Total:</td>
</tr>
</tbody>
</table>
Risks and mitigations

24. The allocation of scholarships occurs within the guidelines and criteria of the Community Grants Policy and the local board grants programme. There are no identified risks associated with this report.

Next steps

25. Staff will notify applicants of the local board’s decision and process scholarship payments.

26. 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.

27. Scholarship recipients will be invited to provide a verbal accountability report at a future local board business meeting.

Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Papakura Youth Scholarships 2019/2020 applications</td>
<td>37</td>
</tr>
<tr>
<td>B</td>
<td>Papakura Youth Scholarships 2019/2020 assessment criteria</td>
<td>39</td>
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</table>

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>
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</table>
Papakura Local Board Youth Scholarships 2019-2020
All submitted responses to this form as at 3:11 pm, 11 Nov 2019 NZDT

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<tr>
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<td>Development &amp; Coaching</td>
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<td></td>
<td>Performance)</td>
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<td>Indian</td>
<td>Postgraduate Diploma in Psychology (PGDipPsych)</td>
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</tr>
</tbody>
</table>
Papakura Youth Scholarship objectives and criteria

Objectives:
- to assist young people to develop their workforce skills and achieve their desired careers through tertiary education and training and leadership courses
- to foster the development of a sustainable workforce for local industry and surrounds
- to foster the development of youth leadership in Papakura

Criteria:
- be aged 14-24
- live or attend high school in the Papakura Local Board area
- New Zealand citizen or permanent resident
- undertaking tertiary study in New Zealand or participating in a leadership development course (either nationally or internationally) in 2020
- show leadership potential or have contributed to leadership/volunteer activities during the past 12 months promoting youth participation in the community
- provide documentation confirming enrolment in tertiary study or bookings for leadership courses in 2020
- include a reference letter from school principal, teacher, tertiary tutor, community leader or employer in support of application
- those who receive a scholarship must provide a written report to the board outlining how the scholarship was used to support their education and training for 2020.
Licences to occupy for two community gardens at Keri Downs Park, 200R Dominion Road, Papakura

File No.: CP2019/19402

Te take mō te pūrongo
Purpose of the report
1. To seek approval for two licences to occupy for the Tongan community gardens at Keri Downs Park, 200R Dominion Road, Papakura, to Papakura Tongan Otu Motu Anga’ofa Society Incorporated and Umataha Papakura Tongan Community Association Incorporated.

Whakarāpopototanga matua
Executive summary
2. Licences to occupy are one of the ways in which the council provides support to local community organisations, assisting them to sustain the activities and experiences they provide in alignment with recognised local priorities. A licence to occupy is granted for exclusive use of council land that has no fixed assets.

3. Two groups currently have licences to occupy the garden space at Keri Downs Park, 200R Dominion Road, Papakura: the Papakura Tongan Otu Motu Anga’a Society Incorporated and Umataha Papakura Tongan Community Association Incorporated. The licences expired on 30 September 2019.

4. The Local Government Act 2002 requires that land held under the act that is leased for a period of more than six months must be publicly notified and iwi engagement carried out, prior to the finalisation of the lease.

5. Staff recommend that the licences be granted, subject to the resolution of any objections to the proposal to enter into the occupancy agreements.

Ngā tūtohunga
Recommendation/s
That the Papakura Local Board:

a) approve, under the Local Government Act 2002, the public notification of Auckland Council’s intention to enter into two licences to occupy for community gardens on land described as Part Lot 11 Deposited Plan, 112443 comprising 6.8294 hectares, Part NA70C/706 at Keri Downs Park, 200R Dominion Road, Papakura (outlined in red in Attachment A to this report).

b) delegate to the Papakura Local Board Chairperson, following public notification, the authority to appoint a hearings panel to consider submissions and objections, and to make a decision.

c) grant, once any objections received are resolved, a licence to occupy for approximately 2,413 square meters (more or less), under the Local Government Act 2002, to Umataha Papakura Tongan Community Association Incorporated, for the land at Keri Downs Park, 200R Dominion Road, Papakura (outlined in yellow in Attachment B to this report) under the following terms and conditions:
   i) Term – three (3) years commencing 1 July 2019, with one three (3) year right-of-renewal;
   ii) Rent - $1.00 (plus GST) per annum, if demanded.

d) grant, once any objections received are resolved, a licence to occupy for approximately 2,418 square meters (more or less), under the Local Government Act 2002, to Umataha Papakura Tongan Community Association Incorporated, for the land at Keri Downs Park, 200R Dominion Road, Papakura (outlined in yellow in Attachment B to this report) under the following terms and conditions:
   i) Term – three (3) years commencing 1 July 2019, with one three (3) year right-of-renewal;
   ii) Rent - $1.00 (plus GST) per annum, if demanded.
Licences to occupy for two community gardens at Keri Downs Park, 200R Dominion Road, Papakura

Act 2002, to Papakura Tongan Otu Motu Anga’a Society Incorporated, for the land at Keri Downs Park, 200R Dominion Road, Papakura (outlined in blue in Attachment B to this report) under the following terms and conditions:

i) Term – one (1) year commencing 1 July 2019, with a single one (1) year right-of-renewal;

ii) Rent - $1.00 (plus GST) per annum, if demanded.

Horopaki Context

The land

6. The land at Keri Downs Park is described as Part Lot 11 Deposited Plan 112443 (Part NA70C/706) and is held in fee simple by Auckland Council under the Local Government Act 2002 (Site Plan – Attachment A to this report). The garden currently occupies approximately 4831 square meters and is fenced to prevent damage to the garden beds.

7. The land is on a slight slope on the edge of the park that had previously not been well used. It is now productive land that provides vegetables for more than 40 families and the wider local community.

8. Land held subject to the Local Government Act 2002 requires public notification and iwi engagement for all leases for more than six months. Any objections received on the proposal will be considered by a hearings panel of the local board. This panel will have the power to make a decision.

History

9. The land (4,831 square meters) had originally been gardened by a joint group (Papakura Tongan Community Association Incorporated and ‘Ofa Relief Club Incorporated) under a memorandum of understanding with the former Papakura District Council (30 August 2010 to 30 August 2013). In 2017, the local board granted licences to occupy to two Tongan community garden groups. The licences were for one year with a single one-year right-of-renewal.

Umataha Papakura Tongan Community Association Incorporated

10. Umataha Papakura Tongan Community Association Incorporated was first registered as an incorporated society in August 2015.

11. The group plants, cares for and harvests during the year: kumara, corn, silver beet, beetroot, carrots, spinach, cabbage, cauliflower, leeks, onions, beans, potatoes, chilli-peppers, herbs, taro, cucumber, lettuce and peanuts.

12. The group provides vegetables to its members and to the local community.

Papakura Tongan Otu Motu Anga’a Society Incorporated

13. The Papakura Tongan Otu Motu Anga’a Society Incorporated was first registered as an incorporated society on 14 December 2017.

14. The group has around 40 financial members and shares the produce from the garden with both the financial members of the group and with the wider community.

15. The group charges families $5.00 to garden on space at Keri Downs. It also provides vegetables to widows, older people and low-income families in the community.
Tātaritanga me ngā tohutohu
Analysis and advice

Options

16. Auckland Council’s Community Occupancy Guidelines 2012 sets out the criteria for community occupancy agreements.

17. Staff recommended at a local board workshop on 21 August 2019, that a new licence to occupy be granted to each Tongan garden group for a term of five years, with one right of renewal for a further term of five years, in accordance with the community occupancy guidelines.

18. Local boards have discretion to vary the term of the lease if they wish. The guidelines suggest that where a term is varied, it aligns to one of the recommended terms contained in Auckland Council’s Community Occupancy Guidelines 2012.

19. Staff have determined that the Papakura Tongan Otu Motu Anga’a Society Incorporated and Umataha Papakura Tongan Community Association Incorporated each meet the requirements under the guidelines to qualify for a new community occupancy agreement as below:
   i. each is a registered incorporated society
   ii. each has complied with the terms of the operative licence agreement
   iii. each has a history of delivering its services to the local community
   iv. each is managed appropriately as evidenced by the extent of use.

20. The options for the board to consider are:
   • Option A: Grant the licence to occupy to one of the Papakura Tongan groups
   • Option B: Grant a licence to occupy for one half of the garden area to each group respectively.

21. The local board members indicated a preference for option B which has been captured in the recommendations together with the local board’s preferred terms, as per the workshop held on 21 August 2019.

22. Both groups appear to co-exist on the reserve and support the local Tongan and wider community.

Tauākī whakaaweawe āhuarangi
Climate impact statement

23. There is no impact on greenhouse gas emissions as the proposal does not introduce any new source of emissions.

24. Climate change has the potential to impact the lease as the site sits within a flood plain in an area predicted to be covered by flood water as a result of a 1-in-100-year rainstorm event by river or surface flooding (as shown below). However, as this land is being used as a community garden the impact would be the loss of crops and possibly surrounding fencing only.
25. A flood happens when heavy rainfall overwhelms the capacity of natural or designed drainage systems. Floods become dangerous if the water is deep or travelling fast or if the flood waters have risen quickly, or if they contain debris like tree branches and sheets of iron.

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

26. Staff have obtained feedback from the local Parks and Places specialist. No issues or concerns regarding the groups were raised. The use of the land for community gardening has reduced vandalism to the adjoining properties and is considered a suitable use for this part of the reserve.

27. The proposed community licences have no identified impacts on other parts of the council group. The views of council-controlled organisations were not required for the preparation of the advice in this report.

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

28. The recommendations within this report fall within local boards’ allocated authority relating to the local, recreation, sports and community facilities and support the Papakura Local Board Plan 2017 outcome: strong, safe and healthy communities.

29. The gardens were discussed at the monthly Community Facilities Mahi Tahi workshop on 21 August 2019 when board members indicated a preference for a three-year licence (with one three-year right of renewal) for the Umataha Tongan garden group and a one-year licence (with one one-year right of renewal) for the Otu Motu Anga’a Tongan garden group.

Tauākī whakaaweawe Māori Māori impact statement

30. Auckland Council is committed to meeting its responsibilities under Te Tiriti o Waitangi and its broader legal obligations to Māori. Support for Māori initiatives and outcomes are detailed in Te Toa Takitini, Auckland Council’s Māori Responsiveness Framework.

31. Community leases support a wide range of activities and groups and are awarded based on an understanding of local needs, interests and priorities. They create local benefits for many communities, including Māori. Although the groups are made up mainly of those of Tongan descent, the gardens are open to Māori and other communities.

32. All members of the South/Central Mana Whenua Forum were advised of the proposed licences in August 2019. No comments or obligations were made by the forum members.
33. Formal written notification of the proposed leases will be undertaken as part of the public notification process and all local iwi will be given the opportunity to submit or object to the proposal.

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

34. All costs involved in the preparation of lease documents are carried by Auckland Council.

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

35. If the Papakura Local Board does not grant these two licences to Papakura Tongan Otu Motu Anga’a Society Incorporated and Umataha Papakura Tongan Community Association Incorporated the groups will no longer be able to support their wider community with fresh produce, which in turn may have a negative impact on desired local board outcomes. It would also mean that the land would revert to grass and may lead to a return of anti-social behaviour in the area.

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

36. Subject to the granting of the licences to occupy, council staff will publicly notify the proposed leases and work with the groups to finalise the documents.

**Ngā tāpirihanga**  
**Attachments**

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<thead>
<tr>
<th>No.</th>
<th>Title</th>
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<tr>
<td>A</td>
<td>Site map - Keri Downs Park, 200R Dominion Road, Papakura - Tongan gardens</td>
<td>47</td>
</tr>
<tr>
<td>B</td>
<td>Allocation plan - Keri Downs Park, 200R Dominion Road, Papakura - Tongan gardens</td>
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**Ngā kaihaina**  
**Signatories**

<table>
<thead>
<tr>
<th>Author</th>
<th>Jenny Young - Community Lease Advisor</th>
</tr>
</thead>
</table>
| Authorisers | Rod Sheridan - General Manager Community Facilities  
Manoj Ragupathy - Relationship Manager Manurewa & Papakura |
Licences to occupy for two community gardens at Keri Downs Park, 200R Dominion Road, Papakura
Licences to occupy for two community gardens at Keri Downs Park, 200R Dominion Road, Papakura
Te take mō te pūrongo
Purpose of the report
1. To renew the community lease for Papakura Bowling Club Incorporated for the occupation of part of the Green Street Reserve, at 22 Green Street, Papakura.

Whakarāpopototanga matua
Executive summary
2. Community leases are one of the ways in which the council provides support to local community organisations, assisting them to sustain the activities and experiences they provide in alignment with recognised local priorities.

3. Papakura Bowling Club Incorporated (the club) entered into a lease with the former Papakura District Council in August 1986 for the group-owned building and associated bowling greens at 22 Green Street, Papakura. The lease is for an initial term of 33 years and one 33 year right of renewal. The renewal will take effect from 1 August 2019. The lease will finally expire on 31 July 2052.

4. A process has been undertaken for the lease renewal that includes:
   • a review of the tenant’s performance to ensure that all lease conditions are being met
   • a review to determine there is sufficient need for the required use of the premises, or any part of the premises, and that it is not required for any other purpose
   • a check that the organisation holds sufficient funds to meet its financial liabilities and is financially sustainable
   • that the services and programmes offered align with the objectives in the Papakura Local Board Plan 2017.

5. Staff are satisfied that the club meets the standards specified above and recommends the lease be renewed under the existing terms of the agreement, with variations as detailed in the recommendation.

Ngā tūtohunga
Recommendation/s
That the Papakura Local Board:

a) approve the renewal of the community lease to Papakura Bowling Club Incorporated for the land and building at 22 Green Street, Papakura, subject to the terms and conditions of the existing lease dated 8 May 1986, with the following terms:
   i) term – final term of 33 years, final expiry 31 July 2052
   ii) rent review - the annual rent to be $1.00 (plus GST) if demanded.
Horopaki
Context

The land
6. The current lease at 22 Green Street, Papakura is for the land described as Part Allot 2 Village of Papakura, SO Plan 35853, comprising 7800 square meters (more or less). The land is held in fee simple by Auckland Council as a classified recreation reserve and subject to the Reserves Act 1977.

7. As this is a renewal of a lease, public notification of the intention to renew is not required.

Papakura Bowling Club Incorporated
8. Papakura Bowling Club was incorporated in April 1946, although the club has been operating since 1905. Currently there are 90 members (both playing and social members) of mostly European (42%) and Māori (20%) heritage.

9. The club maintains and insures the property with funds generated from member subscriptions, hire charges, fundraising, grants, sponsorships and income from tournaments.

10. The club has a reputation of having greens that provide excellent playing surfaces and has produced a number of talented bowlers. In the previous five years members have won the women’s Aotearoa National Championships, Taranaki Fours, National Singles, Pairs and Triples titles. Members have been quarter and semi-finalists at the Aotearoa National Bowls Tournaments, along with a composite men’s team qualifying third equal in the same tournament in two consecutive years. Club representative teams at both junior and senior level have featured well in regional and national competitions.

11. The club also fields secondary school bowlers. One secondary school member also belongs to the Deaf Lawn Bowls Association and has won individual and been part of winning team championships. The club encourages members to include family members in the social bowling events held for non-bowlers, and also hosts regular summer evening bowling tournaments for non-bowlers that are open to the whole community.

12. Papakura Bowling Club encourages local schools to include bowls in their sporting curriculum and is proactive in making the facilities and personnel available to support schools.

13. The current lease commenced on 1 August 1986 for a term of 33 years, with a single renewal for a further 33-year term. Under the terms of the lease the tenant pays an annual rental of $150 (plus GST). As the Auckland Council Community Occupancy Guidelines recommends an annual rental of $1.00 with no operational or maintenance fee charged for group-owned buildings, staff recommend that under clause 2(a) of the lease the rental be reduced to $1.00 per annum, if demanded.
Tātaritanga me ngā tohutohu
Analysis and advice
14. Papakura Bowling Club has submitted a comprehensive lease renewal application, including financial statements.

15. Under the term of the lease, the renewal can be approved if the council is satisfied that the club has not breached any terms, there is sufficient need for the activities undertaken and the property is not required for any other purpose.

16. The club is not in breach of the lease and the financial accounts, which appear to be well managed, reflect that it has enough reserves to meet its liabilities.

17. A site visit was undertaken on 21 October 2019. The building and greens are well maintained. Internal painting of the clubrooms was completed approximately six years ago, and the club is hoping to replace the carpet at some stage. The bathrooms are dated but kept clean and tidy.

18. The club is looking to replace the artificial playing surface and install a cover and lighting to enable longer playing time in the evenings and during wet weather. The club would also like to upgrade the existing facilities.

Tauākī whakaaweawe āhuarangi
Climate impact statement
19. The designated impact level of the recommended decision on greenhouse gas emissions is “no impact” because the proposal continues an existing activity and does not introduce any new sources of emissions.

20. Climate change has an unlikely potential to impact the lease as the site does not sit within a flooding zone, or in close proximity to the coast:

Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera
Council group impacts and views
21. The proposed lease renewal has been discussed with the Parks and Places Specialist and the Strategic Broker, who have no objections to the renewal.

22. There are no identified impacts on other parts of the council group. The views of council-controlled organisations were not required for the preparation of this report.

Ngā whakaaweawe ā-rohe me ngā tirohanga a te poāri ā-rohe
Local impacts and local board views
23. The recommendations within this report fall within the local board’s allocated authority relating to local recreation, sports and community facilities.
24. The renewal was discussed with the local board at the monthly local board workshop held on 25 June 2019. No objections to the renewal of the lease were raised. The board also supported the reduction in the annual rental charged from the current $150.00 (GST exclusive) to $1.00 (GST exclusive) – if requested, for this group-owned building.

25. The recommendation supports the Papakura Local Board 2017 Plan outcome: people in Papakura lead active, healthy and connected lives.

Tauākī whakaaweawe Māori
Māori impact statement

26. Auckland Council is committed to meeting its responsibilities under Te Tiriti o Waitangi and its broader statutory obligations to Māori. Support for Māori initiatives and outcomes are detailed in Whiria Te Muka Tangata, Auckland Council’s Māori Responsiveness Framework.

27. Twenty per cent of the club’s 66 members identify as Māori.

28. The lease renewal was conveyed to the South/Central Mana Whenua Forum members in August 2019. No objections were raised.

Ngā ritenga ā-pūtea
Financial implications

29. There are no financial implications associated with the renewal of the community lease.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations

30. The provision for the renewal of a community lease is provided for in the lease agreement granted to the club.

31. Auckland Council has a contractual responsibility to formalise the lease renewal if the conditions stipulated in the lease have been met.

32. Should the renewal not be granted, it will:
   i) affect the club’s operations
   ii) reduce the club’s ability to undertake its activities and support of the people of both Papakura and the wider community.

Ngā koringa ā-muri
Next steps

33. Subject to local board approval of the renewal of the community lease, staff will prepare the renewal agreement for the club to sign.

Ngā tāpirihanga
Attachments

There are no attachments for this report.

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Jenny Young - Community Lease Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Rod Sheridan - General Manager Community Facilities</td>
</tr>
<tr>
<td></td>
<td>Sarah McGhee – Acting Relationship Manager Manurewa &amp; Papakura, Senior</td>
</tr>
<tr>
<td></td>
<td>Local Board Advisor Manurewa</td>
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</table>
New Road Name for a Private Way in the Subdivision at 14 Opaheke Road and 15 King Edward Avenue, Papakura by TR1 Limited.

File No.: CP2019/19643

Te take mō te pūrongo
Purpose of the report
1. To seek approval for the name of one new private way to be created in a subdivision at 14 Opaheke Road and 15 King Edward Avenue, Papakura by TR1 Limited, reference (BUN60339511 / SUB60339513).

Whakarāpopototanga matua
Executive summary
2. Auckland Council has road naming guidelines that set out the requirements and criteria of the council for proposed road names. These requirements and criteria have been applied in this situation to ensure consistency of road naming across the Auckland Region.

3. An application for road naming has been submitted on behalf of TR1 Limited by Isabel Fusco, Watgunlow Architects Limited. The following names have been provided for consideration for one new private way at 14 Opaheke Road and 15 King Edward Avenue, Papakura:

<table>
<thead>
<tr>
<th>Proposed Road Names</th>
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<tr>
<td>Preferred</td>
<td>Korakora Lane</td>
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<tr>
<td>First Alternative</td>
<td>Takuahi Lane</td>
</tr>
<tr>
<td>Second Alternative</td>
<td>Tautoko Lane</td>
</tr>
</tbody>
</table>

Ngā tūtohunga
Recommendation/s
That the Papakura Local Board:

a) approve one (1) road name from the abovementioned list of options for the subdivision at 14 Opaheke Road and 15 King Edward Avenue, Papakura (Council references BUN60339511 / SUB60339513), in accordance with section 319(1)(j) of the Local Government Act 1974.

Horopaki
Context
4. TR1 Limited is developing a residential subdivision of 10 lots over two adjoining lots that back onto each other, one located at 14 Opaheke Road, Papakura and the other located at 15 King Edward Avenue, Papakura. Access to the ten (10) new lots will be provided by a single private way located along the north-western site boundaries between the Opaheke and King Edward Avenue road frontages.

5. The private way is required to be named in accordance with the national addressing standard as it will serve more than 5 lots.
Tātaritanga me ngā tohutohu
Analysis and advice

6. Auckland Council’s road naming criteria typically require that road names reflect:
   - A historical or ancestral linkage to an area;
   - A particular landscape, environment or biodiversity theme or feature; or
   - An existing (or introduced) thematic identity in the area.

7. The Auckland Council Road Naming Guidelines allow that where a new road needs to be
   named as a result of a subdivision or development, the subdivider/developer shall be given
   the opportunity of suggesting their preferred new road name for the local board’s approval.

8. The Applicant has chosen names supportive of creating a stable and safe home
   environment and proposes the following names for consideration for the new private way
   created in the subdivision at 14 Opaheke Road and 15 King Edward Avenue, Papakura
   (BUN60339511 / SUB60339513):

<table>
<thead>
<tr>
<th>Proposed Private Way Name</th>
<th>Meaning</th>
</tr>
</thead>
<tbody>
<tr>
<td>Korakora Lane (preferred)</td>
<td>‘to burn, glisten or sparkle’ supportive of creating a stable and safe home environment</td>
</tr>
<tr>
<td>Takuahi Lane (first alternative)</td>
<td>‘hearth’ supportive of creating a stable and safe home environment</td>
</tr>
<tr>
<td>Tautoko Lane (second alternative)</td>
<td>‘to support, encourage or sustain’ supportive of creating a stable and safe home environment</td>
</tr>
</tbody>
</table>

9. Land Information New Zealand has confirmed that all above names are acceptable to use.

10. The proposed suffix of ‘Lane’ is deemed acceptable as it accurately describes the
    characteristics of the road.

11. The names proposed by the Applicant are deemed to meet the road naming guidelines.

Tauākī whakaaweawe āhuarangi
Climate impact statement

12. The naming of roads has no effect on climate change. Relevant environmental issues have
    been considered under the provisions of the Resource Management Act 1991 and the
    associated approved resource consent for the development.

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

13. The decision sought for this report has no identified impacts 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

14. The decision sought for this report does not trigger any significant policy and is not
    considered to have any immediate impact on the community.
Tauākī whakaaweawe Māori
Māori impact statement

15. The applicant consulted with local iwi groups prior to submitting the road naming application. A response was received from Ngāti Tai ki Tāmaki, Te Ahiwaru and Ngaati Whanaunga.

16. Ngāti Tai ki Tāmaki and Ngaati Whanaunga advised that they supported the proposed names.

17. Te Ahiwaru advised they would support any names suggested by Ngāti Tamaoho or Ngāti Te Ata. No responses were received from Ngāti Tamaoho or Ngāti Te Ata.

18. Further consultation with iwi confirmed Ngāti Tamaoho’s support of the proposed names and did not result in any further names being put forward.

Ngā ritenga ā-pūtea
Financial implications

19. The applicant has responsibility for ensuring that appropriate signage will be installed accordingly once approval is obtained for the new road name.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations

20. There are no significant risks to the council as road naming is a routine part of the subdivision development process with consultation being a key part of the process.

Ngā koringa ā-muri
Next steps

21. Approved road names are notified to Land Information New Zealand who records them on their New Zealand wide land information database which includes street addresses issued by councils.

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Site locality Map of 14 Opaheke Road &amp; 15 King Edward Avenue, Papakura</td>
<td>59</td>
</tr>
<tr>
<td>B</td>
<td>Scheme Plan of 14 Opaheke Road &amp; 15 King Edward Avenue, Papakura</td>
<td>61</td>
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Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Authorisers</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Elizabeth Salter - Subdivision Technical Officer</td>
</tr>
<tr>
<td></td>
<td>David Snowdon - Team Leader Subdivision</td>
</tr>
<tr>
<td></td>
<td>Sarah McGhee – Acting Relationship Manager Manurewa &amp; Papakura, Senior Local Board Advisor Manurewa</td>
</tr>
</tbody>
</table>
Attachment A:

Site locality map of 14 Opaheke Road and 15 King Edward Avenue, Papakura
Attachment B:

Approved Scheme Plan of Subdivision (SUB60339513)

[Diagram of the subdivision plan]
Te take mō te pūrongo

Purpose of the report
1. To seek approval to name two new roads within the Waiata Shores subdivision at 1V Great South Rd, Takanini, by Fletcher Residential Limited.

Whakarāpopototanga matua

Executive summary
2. All new roads within the Waiata Shores development have had their names approved and accepted by the Papakura Local Board, aside from ‘Road 8’ and ‘JOAL 1’ – as shown on Attachment A to this report. Applicant Fletcher Residential Ltd is proposing names for these new roads.

3. Auckland Council’s Road Naming Guidelines set out the requirements and criteria of the council for proposed road names. These requirements and criteria have been applied in this situation to ensure consistency of road naming across the Auckland Region.

4. The Māori names proposed for ‘Road 8’ have been chosen in consultation with mana whenua Te Akitai Waiohua. These names, along with those previously approved within the development, have all come from a workshop held with members of Te Akitai Waiohua in May 2016. After the workshop, a total of 39 names were provided by Nigel Denny - Kaitiaki Manager, Te Akitai Waiohua. The 39 names represent ancestors, settlements and traditional fishing grounds from around the area.

5. The European names proposed for ‘JOAL 1’, along with those previously approved within the development, are a mix of early settlers from the immediate area and the early Patrons, President and Champion golfers from the old Manukau Golf Club (all deceased).

6. The proposed name options and meanings are shown in the table below for consideration by the Local Board. A pool of alternative name options are also presented later in this report.

<table>
<thead>
<tr>
<th>Road</th>
<th>Proposed Name</th>
<th>Preference</th>
<th>Meaning</th>
</tr>
</thead>
<tbody>
<tr>
<td>Road 8</td>
<td>Te Mura Crescent</td>
<td>Applicant Preferred</td>
<td>Te Akitai settlement of the area</td>
</tr>
<tr>
<td></td>
<td>Pohorama Crescent</td>
<td>Alternative</td>
<td>Te Akitai ancestor who occupied this area</td>
</tr>
<tr>
<td></td>
<td>Papahinau Crescent</td>
<td>Alternative</td>
<td>Te Akitai settlement of the area</td>
</tr>
<tr>
<td>JOAL 1</td>
<td>Lady McKenzie Mews</td>
<td>Applicant Preferred</td>
<td>Lady Doris McKenzie and her husband, Sir Clutha McKenzie, purchased a 70-acre farm, called Wharematoro, in Manurewa in 1927. Lady McKenzie was an active member of the community, raising funds for the Manurewa Plunket rooms. The McKenzies travelled the world with UNESCO. When they retired in 1958 they moved back to the farm.</td>
</tr>
<tr>
<td></td>
<td>Samuel Evans Lane</td>
<td>Alternative</td>
<td>Papakura District was constituted a borough on 1st April 1938. Samuel Evans was elected first mayor.</td>
</tr>
</tbody>
</table>
Jocelyn Cox
Lane

Alternative

Jocelyn Cox joined the Manukau golf club in 1950. She was the ladies’ captain from 1994-1995, the ladies’ president from 1998-1999 and a club patron. She was made a life member in 2003.

Ngā tūtohunga

Recommendation/s

That the Papakura Local Board:

a) approve the following road names for the two new roads within the Waiata Shores subdivision at 1V Great South Rd, Takanini, by Fletcher Residential Limited (resource consent reference SUB60235747-A):

i) Road 8 – Te Mura Crescent

ii) JOAl 1 – Lady McKenzie Mews.

Horopaki

Context

7. The Waiata Shores subdivision sits on the site of the old Manukau Golf Club. All roads within the development have had their names approved and accepted by the Papakura Local Board, aside from ‘Road 8’ and ‘JOAL 1’.

8. A map and site plans of ‘Road 8’ and ‘JOAL 1’, as well as the wider development, can be found in Attachment A to this report.

9. The approved resource consent reference number for the subject new roads is SUB60235747-A. The original resource consent that created the underlying subdivision is BUN60075700 aka R/JSL/2013/2042.

Tātaritanga me ngā tohutohu

Analysis and advice

10. Standards: The proposed road names have all been assessed to ensure that they meet Auckland Council’s Road Naming Guidelines and the National Addressing Standards for road naming. Land Information New Zealand (LINZ) has also confirmed that all proposed names are acceptable for use in this location.

11. Theme: Auckland Council’s Road Naming Guidelines typically require that road names reflect a local theme, with the use of Māori names being actively encouraged, such as:
   - a historical, cultural or ancestral linkage to an area, or
   - a particular landscape, environmental or biodiversity theme or feature, or
   - an existing (or introduced) thematic identity in the area.

12. Te Akitai have provided Māori road names with a local cultural theme and a narrative that links to road names already approved across the wider Waiata Shores development; ancestors, settlements and traditional fishing grounds from around the area.

13. The European names proposed also have a local theme that links to road names already approved across the wider development; a mix of early settlers from the immediate area and the early Patrons, President and Champion golfers from the old Manukau Golf Club (all deceased).

14. In addition to the names presented as options in paragraph 6 of this report, the following alternatives are also available:
Pool of Alternatives - can be used for either of the two roads

<table>
<thead>
<tr>
<th>Name</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Duncan McLennan Place</td>
<td>Duncan McLennan was an early Papakura settler and established a large farm on the Papakura flats. Also, the first Presbyterian services in the Papakura area were held in Duncan and Ann McLennan’s house.</td>
</tr>
<tr>
<td>Noel Hayden Lane</td>
<td>Noel Hayden was Manukau golf club’s first full time professional. He coached juniors and was secretary and president of the NZPGA. There is a Pro Am in his memory called the Noel Hayden Memorial Pro Am. NOTE: cannot be used with road type ‘Place’ or ‘Street’</td>
</tr>
<tr>
<td>Ted Busing Lane</td>
<td>Mr Ted Busing was the mayor of Papakura from 1947 – 1953. He was also the Manukau golf club President from 1945-1949. NOTE: there is a Busing Avenue in Papakura (within 5 km) - there is differentiation with the extra name and a different road type, but proximity is very close and may cause issues</td>
</tr>
</tbody>
</table>

15. **Background Research:** Applicant Fletcher Residential Limited confirms that all personal names are taken from persons deceased and that due diligence has been taken in researching these names and attempting to obtain permissions from any contactable relatives where possible.

16. Fletcher Residential Limited’s research process for the names was as follows:
   - We began by researching online and at libraries people who were early settlers in the Wattle Downs, Conifer Grove, Manurewa and Takanini areas to name streets in Waiata Shores after. We also looked through Manukau golf course records and spoke with alumni members to find members of the Manukau golf course to name streets in Waiata Shores after.
   - We then went to the white pages and searched people with the same last name as the people we wanted to name the streets after, and who lived in the relevant areas (a supporting document showing numbers called in relation to each potential road name was supplied to Council staff, but is not attached to this report for privacy reasons).
   - We then called all of those people and asked if they were related to the persons we wanted to name streets after. If people didn’t pick up after the first call, they were called again at a different day and time. If no one picked up the second time they were no longer called.
   - Only one relative was tracked down. A grandson of Ted Busing was contacted over the phone and was more than happy for a road to be named after his grandfather. This name was presented in earlier road naming reports for the other parts of this development.

17. **Conclusion:** The proposed road names are recommended for approval, as they generally meet the requirements of the Auckland Council’s Road Naming Guidelines and the National Addressing Standards for road naming, demonstrate clear local and cultural themes, and all Māori names have been provided by mana whenua. The personal names are of persons deceased from the early history of the local area, and effort has been made to contact relatives (although it is noted that these efforts were generally unsuccessful).

**Tauākī whakaaweawe āhuarangi Climate impact statement**

18. The naming of roads has no effect on climate change. Relevant environmental issues have been considered under the provisions of the Resource Management Act 1991 and the associated approved resource consent for the development.
Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera
Council group impacts and views
19. The decision sought for this report has no identified impacts 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
20. The decision sought for this report does not trigger any significant policy and is not considered to have any immediate impact on the community.

Tauākī whakaaweawe Māori
Māori impact statement
21. Mana whenua consultation requirements have been met, with Te Akitai Waiohua having been closely involved in this development and providing the proposed names.
22. The review sought from the Papakura Local Board on this report is linked to the Auckland Plan outcome ‘a Māori identity that is Auckland’s point of difference in the world’. The use of Māori names for roads, buildings and other public places is an opportunity to publicly demonstrate Māori identity.

Ngā ritenga ā-pūtea
Financial implications
23. The applicant has responsibility for ensuring that appropriate signage will be installed accordingly once approval is obtained for the new road names.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations
24. There are no significant risks to the council as road naming is a routine part of the subdivision development process, with consultation being a key part of the process.

Ngā koringa ā-muri
Next steps
25. Approved road names are notified to LINZ which are then recorded on its New Zealand-wide land information database for street addresses issued by councils.

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
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</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Attachment A - Site Plan &amp; Location</td>
<td>69</td>
</tr>
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</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Authorisers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emerald James - Subdivision Advisor</td>
<td>Trevor Cullen - Team Leader Subdivision</td>
</tr>
<tr>
<td></td>
<td>Sarah McGhee – Acting Relationship Manager Manurewa &amp; Papakura, Senior Local Board Advisor Manurewa</td>
</tr>
</tbody>
</table>
New Road Name Approval: Two New Roads within the Waiata Shores Subdivision at 1V Great South Road, Takanini
New road names in the subdivision at 257 Hingaia Road, Karaka by New Hong Jie Limited

File No.: CP2019/19802

Te take mō te pūrongo
Purpose of the report
1. To seek approval from the Papakura Local Board for names of five new roads to be created in a subdivision at 257 Hingaia Road, Karaka by New Hong Jie Limited.

Whakarāpopototanga matua
Executive summary
2. Auckland Council’s Road Naming Guidelines set out the requirements and criteria for proposed road names. These requirements and criteria have been applied in this situation to ensure consistency of road naming across Auckland.

3. An application for road naming has been submitted on behalf of New Hong Jie Limited by Airey Consultants Limited. The following names have been provided for consideration for five new roads at 257 Hingaia Road, Karaka:

<table>
<thead>
<tr>
<th>Table 1: Proposed Road Names</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Road 1</strong></td>
</tr>
<tr>
<td><strong>Applicant Preferred</strong></td>
</tr>
<tr>
<td>First Alternative</td>
</tr>
<tr>
<td>Second Alternative</td>
</tr>
<tr>
<td><strong>Road 2</strong></td>
</tr>
<tr>
<td><strong>Applicant Preferred</strong></td>
</tr>
<tr>
<td>First Alternative</td>
</tr>
<tr>
<td>Second Alternative</td>
</tr>
<tr>
<td><strong>Road 3</strong></td>
</tr>
<tr>
<td><strong>Applicant Preferred</strong></td>
</tr>
<tr>
<td>First Alternative</td>
</tr>
<tr>
<td>Second Alternative</td>
</tr>
<tr>
<td><strong>Road 4</strong></td>
</tr>
<tr>
<td><strong>Applicant Preferred</strong></td>
</tr>
<tr>
<td>First Alternative</td>
</tr>
<tr>
<td>Second Alternative</td>
</tr>
<tr>
<td><strong>Road 5</strong></td>
</tr>
<tr>
<td><strong>Applicant Preferred</strong></td>
</tr>
<tr>
<td>First Alternative</td>
</tr>
<tr>
<td>Second Alternative</td>
</tr>
</tbody>
</table>
Ngā tūtohunga
Recommendation/s

That the Papakura Local Board:
a) approve names for five new roads created by way of subdivision at 257 Hingaia Road, Karaka, by New Hong Jie Limited (Council resource consent reference SUB60217679), in accordance with section 319(1)(j) of the Local Government Act 1974.

Horopaki
Context

4. The subdivision of 257 Hingaia Road, Karaka will create 85 lots (84 residential, 1 commercial) accessed from Oakland Road, Karaka. The subdivision will be served by six roads, although only five road names are required as roads 3 and 6 will be combined to form one road.

5. Road 1 will be the main entrance into the subdivision accessed from Oakland Road.

6. The roads are required to be named in accordance with the national addressing standard as they each serve more than 5 lots.

7. Location and Site Plans can be found in Attachment A to this report.

Tātaritanga me ngā tohutohu
Analysis and advice

8. Auckland Council’s road naming criteria typically require that road names reflect a local theme, such as:
   - a historical or ancestral linkage to an area;
   - a particular landscape, environment or biodiversity theme or feature; or
   - an existing (or introduced) thematic identity in the area.

9. The Auckland Council Road Naming Guidelines allow that where a new road needs to be named as a result of a subdivision or development, the subdivider/developer shall be given the opportunity of suggesting their preferred new road name for the local board’s approval.

10. The applicant has based the proposed names on ‘Famous Racehorses of New Zealand’ due to the subdivision being located in Karaka, being the area associated with thoroughbred horse studs and is the location of the thoroughbred yearling sales.

11. The applicant proposes the following names for consideration for the five new roads created as part of the subdivision at 257 Hingaia Road, Karaka:

<table>
<thead>
<tr>
<th>Road</th>
<th>Proposed Name</th>
<th>Meaning</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applicant Preferred</td>
<td>Trenton Avenue</td>
<td>NZ Thoroughbred racehorse</td>
</tr>
<tr>
<td>First Alternative</td>
<td>Valpeen Avenue</td>
<td>NZ Steeplechaser</td>
</tr>
<tr>
<td>Second Alternative</td>
<td>Serenata Avenue</td>
<td>NZ Thoroughbred racehorse</td>
</tr>
<tr>
<td>Road 2</td>
<td>Proposed Name</td>
<td>Meaning</td>
</tr>
</tbody>
</table>
12. Land Information New Zealand has confirmed that the above names are acceptable to use.

13. The proposed suffixes of ‘Avenue’, ‘Road’, ‘Way’, ‘Street’, ‘Place’, ‘Crescent’ and ‘Close’, are deemed acceptable as they accurately describe the characteristics of the roads.

14. With the exception of ‘Comtois’, ‘Arabian’ and ‘Canadian’ which are breeds of horse (not a racehorse), the names proposed by the applicant are deemed to meet the road naming guidelines through their local context.

**Tauākī whakaaweawe āhuarangi**  
*Climate impact statement*

15. There will be no impact on climate through road naming.

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

16. The decision sought for this report has no identified impacts 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*

17. The report seeks the decision of the board and the decision is not considered to have any immediate impact on the community.

**Tauākī whakaaweawe Māori**  
*Māori impact statement*

18. Prior to submitting the road naming application, the applicant consulted with local iwi Ngāi Tai Kī Tāmaki, Ngāti Tamaoho and Ngāti Te Ata and responses were received from Ngāti Tamaoho and Ngāti Tai Kī Tāmaki but no further name suggestions were offered.

19. Subsequent to submitting the road naming application, further consultation via Council’s facilitation service was carried out and a response was received from Ngāti Tamaoho.
offering to engage and provide suitable Māori names. Upon receipt of this offer the applicant contacted Ngāti Tamaoho on 17 October 2019 but did not receive any further reply.

Ngā ritenga ā-pūtea
Financial implications
20. The applicant has responsibility for ensuring that appropriate signage will be installed accordingly once approval is obtained for the new road name.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations
21. There are no significant risks to council as road naming is a routine part of the subdivision development process with consultation being a key part of the process.

Ngā koringa ā-muri
Next steps
22. Approved road names are notified to Land Information New Zealand who records them on their New Zealand wide land information database which includes street addresses issued by councils.

Ngā tāpirihanga
Attachments

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<tr>
<td>A0</td>
<td>Attachment A - Site &amp; Location Plans, 257 Hingaia Road</td>
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Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Lesley Wood - Subdivision Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>David Snowden - Team Leader Subdivision</td>
</tr>
<tr>
<td></td>
<td>Manoj Ragupathy - Relationship Manager Manurewa &amp; Papakura</td>
</tr>
</tbody>
</table>
Attachment A:

Site locality map of 257 Hingaia Road, Karaka
Approved Scheme Plan for 257 Hingaia Road, Karaka
Road Numbering Plan showing roads 1 – 6 (Note: Roads 3 and 6 to have one name)
Papakura Local Board
04 December 2019

New Road Names for Four New Public Roads in the Subdivision at 169 Walters Road, Takanini, Papakura, by Interface Homes Ltd

File No.: CP2019/20010

Te take mō te pūrongo
Purpose of the report
1. To seek approval from the Papakura Local Board for the names of four new public roads to be created in a subdivision at 169 Walters Road, Takanini, Papakura, by Interface Homes Ltd.

Whakarāpopototanga matua
Executive summary
2. Auckland Council's Road Naming Guidelines set out the requirements and criteria for proposed road names. These requirements and criteria have been applied in this situation to ensure consistency of road naming in Auckland.

3. An application for road naming has been submitted on behalf of Interface Homes Ltd, by Maven Associates Limited. The following names have been provided for consideration for the four new public roads at 169 Walters Road, Takanini, Papakura:

<table>
<thead>
<tr>
<th>Road 1 - Proposed Road Names</th>
<th>Preferred</th>
<th>First Alternative</th>
<th>Second Alternative</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Kaha</td>
<td>Ika a Whiro</td>
<td>Wawao</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Road 2 - Proposed Road Names</th>
<th>Preferred</th>
<th>First Alternative</th>
<th>Second Alternative</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>John Burn</td>
<td>Whakawaiwai</td>
<td>Kahila Tū</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Road 3 - Proposed Road Names</th>
<th>Preferred</th>
<th>First Alternative</th>
<th>Second Alternative</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Tētēkura</td>
<td>Major</td>
<td>Private</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Road 4 - Proposed Road Name</th>
<th>Preferred</th>
<th>First Alternative</th>
<th>Second Alternative</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Kairākau</td>
<td>Corporal</td>
<td>Colonel</td>
</tr>
</tbody>
</table>
Ngā tūtohunga
Recommendation/s
That the Papakura Local Board:

a) approve four new road names from the abovementioned list of options for the subdivision at 169 Walters Road, Takanini, (council resource consent references BUN60314343 and SUB60314730), in accordance with section 319(1)(j) of the Local Government Act 1974.

Horopaki
Context
4. This road naming application is for four new public roads created as part of a 74-lot fee simple subdivision approved under resource consent references BUN60314343 and SUB60314730 at 169 Walters Road, Takanini, Papakura. The development is nearing completion and all four new roads are to be vested as public roads.

5. The four new public roads are required to be named in accordance with the national addressing standard as they will each serve more than 5 lots.

6. Location and site plans can be found in Attachments A and B to this report.

Tātaritanga me ngā tohutohu
Analysis and advice
7. Auckland Council’s road naming criteria typically require that road names reflect a local theme such as:
   - a historical, cultural, or ancestral linkage to an area;
   - a particular landscape, environment or biodiversity theme or feature; or
   - an existing (or introduced) thematic identity in the area.

   Use of Te Reo Māori names is actively encouraged.

8. The Auckland Council Road Naming Guidelines allow that where a new road needs to be named as a result of a subdivision or development, the subdivider/developer shall be given the opportunity of suggesting their preferred new road name for the local board’s approval.

9. Given the site’s proximity to the Papakura Military Camp, the applicant has been working with the New Zealand Defense Force (NZDF) to come up with suitable names for the new roads created by the subdivision at 169 Walters Road. In doing so, a military theme is preferred for this road naming application.

10. NZDF advised that their preference was to name roads after decorated soldiers who served in World War 2 and were either from Papakura, or who lead squadrons based and/or trained in the Papakura Military Camp. The list of names that were provided also detailed reasons and rationale behind the suggestions put forward.

11. As a requirement for naming a road after a person, contact has been made with the next of kin and the applicant has the blessing and approval of the wife of John Burns.

12. The applicant has chosen a combination of preferred names that take into consideration input from both the NZDF and local iwi groups, as detailed in the table below.
13. Land Information New Zealand has confirmed that all of the proposed names described below are acceptable to use.

<table>
<thead>
<tr>
<th>Road 1</th>
<th>Proposed New Road Name</th>
<th>Meaning</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preferred name</td>
<td>Kaha Road</td>
<td><strong>Suggestion by Ngai Tai ki Tamaki.</strong> Māori word meaning to be courageous and capable. A leadership trait. This provides connection with the military theme (local significance) and Te Reo.</td>
</tr>
<tr>
<td>First Alternative</td>
<td>Ika a Whiro Road</td>
<td>Māori word suggested by iwi meaning an experienced warrior or war veteran; “Speaks to the many not the few”.</td>
</tr>
<tr>
<td>Second Alternative</td>
<td>Wawao Road</td>
<td>Māori word meaning to defend, in connection to the military theme.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Road 2</th>
<th>Proposed New Road Name</th>
<th>Meaning</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preferred name</td>
<td>John Burn Road / Street</td>
<td>John Burns was a decorated soldier who fought for the commando squadron based out of Papakura. The road name has local historical significance.</td>
</tr>
<tr>
<td>First Alternative</td>
<td>Whakawaiwai Road / Street</td>
<td>Māori word meaning to practice/train in the use of weapons.</td>
</tr>
<tr>
<td>Second Alternative</td>
<td>Kahika Tū Road / Street</td>
<td>Te Reo Māori; paying homage to chiefs or leaders.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Road 3</th>
<th>Proposed New Road Name</th>
<th>Meaning</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preferred name</td>
<td>Tētēkura Street</td>
<td><strong>Suggestion by Ngai Tai ki Tamaki.</strong> Māori word meaning brave warrior and/or chief/leader. Paying homage to the NZDF, and many Māori graduate fighters. This provides connection with the military theme (local significance) and Te Reo.</td>
</tr>
<tr>
<td>First Alternative</td>
<td>Major Street</td>
<td>Army rank in connection to the military theme; a field grade military officer above the rank of captain and below the rank of lieutenant colonel. Included in the names put forward by NZDF.</td>
</tr>
<tr>
<td>Second Alternative</td>
<td>Private Street</td>
<td>Army rank in connection to the military theme.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Road 4</th>
<th>Proposed New Road Name</th>
<th>Meaning</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preferred name</td>
<td>Kairākau Road / Street</td>
<td><strong>Suggestion by Ngai Tai Tamaki.</strong> Māori word meaning army of experienced warriors. Paying homage to the NZDF, and many Māori</td>
</tr>
</tbody>
</table>
The suffix / road types ‘Road’ and ‘Street’ are deemed acceptable as they accurately describe the characteristics of the subject roads. Where ‘Road / Street’ is listed, either road type may be chosen by the local board.

The names proposed by the applicant are deemed to meet the Auckland Council Road Naming Guidelines and National Addressing Standards.

**Tauākī whakaaweawe āhuarangi**

**Climate impact statement**

The naming of roads has no effect on climate change. Relevant environmental issues have been considered under the provisions of the Resource Management Act 1991 and the associated approved resource consent for the development.

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

**Council group impacts and views**

The decision sought for this report has no identified impacts 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**

The report seeks the decision of the local board and the decision is not considered to have any immediate impact on the community.

**Tauākī whakaaweawe Māori**

**Māori impact statement**

The applicant contacted all local iwi groups prior to submitting their road naming application. A response was received from Ngāi Tai ki Tāmaki, who advised that they supported the proposed names.

In previous cases, the majority of iwi groups in this area have deferred opinion to Ngāi Tai ki Tāmaki.

Further consultation with iwi confirmed Ngāi Tai ki Tāmaki’s support of the proposed names and they submitted additional road names to be considered. The applicant has taken three names suggested by Ngāi Tai ki Tāmaki and included them as the preferred names for new roads 1, 3 and 4.

**Ngā ritenga ā-pūtea**

**Financial implications**

The applicant has responsibility for ensuring that appropriate signage will be installed accordingly once approval is obtained for the new road name.
Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations
23. There are no significant risks to council as road naming is a routine part of the subdivision development process with consultation being a key part of the process.

Ngā koringa ā-muri
Next steps
24. Approved road names are notified to Land Information New Zealand who records them on their New Zealand wide land information database which includes street addresses issued by councils.

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>GIS Map of 169 Walters Road</td>
<td>85</td>
</tr>
<tr>
<td>B</td>
<td>Scheme Plan 169 Walters Road</td>
<td>87</td>
</tr>
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</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Toakase Akoteu - Senior Subdivision Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>David Snowdon - Team Leader Subdivision</td>
</tr>
<tr>
<td></td>
<td>Manoj Ragupathy - Relationship Manager Manurewa &amp; Papakura</td>
</tr>
</tbody>
</table>
New Road Names for Four New Public Roads in the Subdivision at 169 Walters Road, Takanini, Papakura, by Interface Homes Ltd
### New Road Names for Four New Public Roads in the Subdivision at 169 Walters Road, Takanini, Papakura, by Interface Homes Ltd

#### Attachment A

<table>
<thead>
<tr>
<th>Address Primary</th>
<th>Railway Lines</th>
<th>Coastline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property Site</td>
<td>Railway (25,000)</td>
<td>Base Region Auckland Council (5m)</td>
</tr>
<tr>
<td>Beach</td>
<td>Motorway Under Construction</td>
<td>Land Outside</td>
</tr>
<tr>
<td>Waterway</td>
<td>Motorway Under Construction</td>
<td>Water</td>
</tr>
<tr>
<td>Marine</td>
<td>Secondary Arterial Road</td>
<td>Region Cache Public Open Space Extent</td>
</tr>
<tr>
<td>Road</td>
<td>Secondary Arterial Road Under Construction</td>
<td>Region Cache Public Open Space Extent</td>
</tr>
<tr>
<td>Rail Network</td>
<td>Primary Arterial Road</td>
<td></td>
</tr>
<tr>
<td>Paper Road</td>
<td>Primary Arterial Road Under Construction</td>
<td></td>
</tr>
<tr>
<td>Occupancy</td>
<td>Collector Road</td>
<td></td>
</tr>
<tr>
<td>Reserve</td>
<td>Collector Road Under Construction</td>
<td></td>
</tr>
<tr>
<td>Standard</td>
<td>Local Road</td>
<td></td>
</tr>
<tr>
<td>Name (25,000)</td>
<td>Local Road Under Construction</td>
<td></td>
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</tbody>
</table>

#### Public Open Space Names (8,000)

<table>
<thead>
<tr>
<th>Property (overview)</th>
<th>Rate Assessment</th>
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<tbody>
<tr>
<td>Place Name Search</td>
<td>Rate Assessment</td>
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</table>

#### all Stations

<table>
<thead>
<tr>
<th>all Stations (8,000)</th>
<th>Land Parcel</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rail Stations (8,000)</td>
<td></td>
</tr>
</tbody>
</table>

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**Date Printed:** 24/11/2019

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New Road Names for Four New Public Roads in the Subdivision at 169 Walters Road, Takanini, Papakura, by Interface Homes Ltd
Local board governance work management for the 2019-2022 triennium

File No.: CP2019/19211

Te take mō te pūrongo

Purpose of the report

1. To outline the options for efficiently and effectively managing the governance work of the local board for 2019-2022 triennium.

Whakarāpopototanga matua

Executive summary

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

3. In response to the review, this report outlines a recommended approach for local boards to manage their governance workload as follows:

   • maintain a key focus on annual work programmes and their implementation through quarterly reporting and regular workshops with the whole local board, with decisions made at business meetings
   • appoint nominated local board members who will be consulted on landowner consents and events, and who will provide feedback on liquor licences and resource consents
   • appoint nominated local board members to external organisations.

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

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

6. The review feedback suggests the following advantages for having a full board involved in direction-setting discussions on issues, rather than identifying topic area leads:

   • staff are confident that the direction is the view of the whole board rather than one member
   • knowledge and information is retained by the full local board rather than one member
   • discussions with staff are less likely to enter into management or operational level detail
   • it avoids inefficient duplication, when conversations are held between staff and a lead, and then repeated with the full local board.

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

That the Papakura Local Board:

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

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

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

iii) appoint nominated local board members to external organisations.

Horopaki
Context

8. The governance role of an elected member is to:

- set direction and policy
- set priorities
- make significant decisions
- test advice
- monitor performance and risk
- connect with and represent the community
- be accountable to the public.

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

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

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

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

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

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

14. There are established work practices in place which support the governance role of local boards as follows:
   - Local boards adopt an annual work programme each June for implementation by the council organisation in the next financial year (July-June). Local boards maintain a key focus on these annual work programmes and their implementation through quarterly reporting and regular workshops with the whole local board, with decisions made at business meetings.
   - Local boards appoint a nominated local board member who will be consulted on landowner consents and events by staff carrying out their delegations. Local boards can also appoint a nominated local board member to provide feedback and attend hearings on liquor licences and notified resource consents to ensure that local board views are taken into account in these timebound processes. These appointments are made via a separate report.
   - Local boards appoint nominated local board members to external organisations (via separate report) to exercise their role in the external organisation as per the relevant constitution on behalf of the local board.

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

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

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

Optional addition: Topic area leads (not recommended)

18. An optional addition to the recommended approach is that the local board identifies topic area leads. Leads would:
   - act as a champion for the topic area in full local board conversations
   - focus on work programme activities / projects within their topic area
   - maintain relationships with key stakeholders
   - understand relevant community needs and preferences.

19. Leads may also:
   - be appointed as the nominated local board member to provide feedback on behalf of the board on relevant matters (e.g. landowner consents) and appointed to related external organisations
   - undertake learning and development opportunities and attend conferences (using their individual development budget provided as part of the Kura Kāwana development programme) relevant to the topic area
   - highlight relevant issues and emerging priorities during local board plan and work programme development
   - act as a key contact for community groups and members of the public on the topic area.
20. Topic area leads would enable individual local board members to use existing or build new knowledge and expertise in the topic area and enable other members to focus their time on other parts of the governance workload.

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

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

23. Staff resourcing is focused on work programme development and delivery, along with advice to support workshops and business meetings. Topic area leads can be supported by staff to undertake the following responsibilities:
   - when issues arise at a full board workshop, the lead can be directed to meet with staff on that issue and explore solutions; staff would report back to the full board for direction, and the lead can assist with explanation and support during that discussion
   - develop local board feedback on regional policies, plans and strategies relevant to the topic area, for full local board approval
   - respond to constituent enquiries 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 13 and November 2019, as part of the Papakura Local Board induction programme for the 2019-2022 triennium. The board indicated that it would have topic leads and alternates (see attachment A). The board also indicated it would allocate members to key stakeholder liaison roles (see attachment B).

**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

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Papakura Local Board workstream topic leads 2019-2022</td>
<td>95</td>
</tr>
<tr>
<td>B</td>
<td>Papakura Local Board key stakeholder liaison roles 2019-2022</td>
<td>97</td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

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<thead>
<tr>
<th>Author</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Author</td>
<td>Emma Reed - Local Board Advisor Albert-Eden</td>
</tr>
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<table>
<thead>
<tr>
<th>Authorisers</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Louise Mason - GM Local Board Services</td>
</tr>
<tr>
<td>Authorisers</td>
<td>Sarah McGhee – Acting Relationship Manager</td>
</tr>
<tr>
<td>Authorisers</td>
<td>Manurewa &amp; Papakura, Senior</td>
</tr>
<tr>
<td>Authorisers</td>
<td>Local Board Advisor Manurewa</td>
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</tbody>
</table>
### Papakura Local Board Workstream Topics 2019-2022

**Work stream topic and responsibilities**

<table>
<thead>
<tr>
<th>Arts, Community and Events</th>
<th>Topic Lead(s)</th>
<th>Alternate</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Arts and Culture line items in Arts, Community and Events Work Programme</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Events line items in Arts, Community and Events Work Programme</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Community Empowerment line items Arts, Community and Events Work Programme</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Heritage line items in the Plans and Places Work Programme</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Local events permit feedback</td>
<td></td>
<td></td>
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<tr>
<td>• Emergency management</td>
<td></td>
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<table>
<thead>
<tr>
<th>Community Facilities, Renewals, Services and Leases</th>
<th>Topic Lead(s)</th>
<th>Alternate</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Community Facilities work programme line items</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• renewals</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• development</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• growth</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Locally Driven Initiatives (LDI) Capex</td>
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<td></td>
</tr>
<tr>
<td>• Community Facilities: Leases Work Programme</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Community Places line items in the Arts, Community and Events Work Programme</td>
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<table>
<thead>
<tr>
<th>Infrastructure and Environmental Services</th>
<th>Topic Lead(s)</th>
<th>Alternate</th>
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<tr>
<td>• Infrastructure and Environmental Services Work Programme.</td>
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<tr>
<td>• Waste solutions work programme</td>
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<tr>
<td>• Healthy Waters work programme</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Climate change</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Libraries and Information Services</th>
<th>Topic Lead(s)</th>
<th>Alternate</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Libraries Work Programme</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Library renewal line items in the Community Facilities Renewals Work Programme</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Papakura Local Board Workstream Topics 2019-2022

**Local Planning and Economic Development**
- Town centre development line items in the Plans and Places Work Programme
- Local economic development (ATEED) Work Programme
- Resource consents feedback
- Business Improvement Districts Local Economic Development Initiatives
- Manurewa Takanini Papakura Integrated Area Plan
- Papakura Museum – Business Plan

**Māori Responsiveness**
- Relationships with mana whenua and matāwaka
- Māori Input into Local Board Decision Making
- Cross council response to Māori

**Parks, Sports and Recreation**
- Local Parks Work Programme
- Sports Parks Work Programme
- Sport and Recreation Work Programme
- Leisure Work Programme
- Community Facilities: parks renewals Work Programme

**Transport**
- Auckland Transport Capital Fund Work Programme
- Auckland Transport safer communities
- Auckland Transport Maintenance, Renewals and Networks
- Traffic Control Consultation feedback
- Greenways plan
### Papakura Local Board Key Stakeholder Liaison Roles 2019-2022 Triennium

<table>
<thead>
<tr>
<th>Key Stakeholder Liaison roles</th>
<th>Lead(s)</th>
<th>Alternate</th>
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<tbody>
<tr>
<td>Addison Residents Group</td>
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<tr>
<td>Coastguard Liaison</td>
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<td>Conifer Grove Residents Group</td>
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<td>Drury Community Group</td>
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<td>Karaka Harbourside Residents Group</td>
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<td>Karaka Lakes Community Group</td>
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<tr>
<td>Kura Connect Steering Group</td>
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<td>Massey Park Users Group</td>
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<td>Neighbourhood Support</td>
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<td>Pahurehure Inlet Protection Society (PIPS)</td>
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<td>Papakura Community Network</td>
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<td>Papakura Crime Watch Patrols</td>
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<td>Police Liaison</td>
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<td>Takanini Residents Action Group (TRAG)</td>
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Te take mō te pūrongo

Purpose of the report

1. To recommend that the Papakura 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 Papakura Local Board:

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

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

b) appoint a local board member and a local board member, as an alternate, as the nominated local board member for landowner consents for filming and authorises them to:

i) to be the point of consultation with staff on all applications for landowner consent for filming and, at their discretion, refer any applications for landowner consent for filming to the local board for a local board decision

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

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

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

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

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

Horopaki Context

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

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

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

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

Tātaritanga me ngā tohutohu
Analysis and advice

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

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

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

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

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

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

- applications to hold events on council-owned land in the local board area that require regulatory approval and involve one or more of the following matters:
  - complete or substantial closure of the public open space
  - more than 500 people
  - road closure
  - liquor
  - ticketed event.

- Any regulatory decision to set fees and charges for holding local events on council-owned local parks and reserve (and refer the matter to the local board to obtain local board views and input where required by the delegated local board member).

- Staff are also required to notify the nominated local board member of:
  - areas that may involve reputational, financial, performance or political risk
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 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

<table>
<thead>
<tr>
<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

<table>
<thead>
<tr>
<th>Options</th>
<th>Pros</th>
<th>Cons</th>
</tr>
</thead>
</table>
| 1. No formal local board views are provided                            | • All local board members contribute to the local board view  
• Provides transparent decision making | • Local board views will not be considered by the hearing commissioners |
| 2. Formal local board views are provided at a business meeting         | • All local board members contribute to the local board view  
• Provides transparent decision making | • Local board meeting schedules and agenda deadlines are unlikely to align with statutory deadlines imposed by the planning process |
| 3. Formal local board views are                                        | • Nominated local board                                              | • Decisions are not made by the                                        |
item 23

<table>
<thead>
<tr>
<th>provided by way of delegation to one local board member for all applications (preferred option)</th>
<th>member will become subject matter expert for local board on topic they are nominated for</th>
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<tbody>
<tr>
<td></td>
<td>• Local boards can provide their views in a timely way that meets statutory deadlines</td>
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<tr>
<td></td>
<td>• Any feedback can be reported back to the local board</td>
</tr>
<tr>
<td></td>
<td>• Decisions made under delegation are not made at a public meeting (decisions are made public once submitted via the planning process)</td>
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**Tuaākī whakaaweawe āhuarangi**

**Climate impact statement**

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

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

**Council group impacts and views**

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

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

**Local impacts and local board views**

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

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

**Tuaākī 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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<tbody>
<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, Senior Local Board Advisor Manurewa</td>
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Appointment of Papakura Local Board members to external community organisations and representatives for various council initiatives

File No.: CP2019/18887

Te take mō te pūrongo
Purpose of the report

1. To appoint board members to external community organisations and council initiatives relevant to the Papakura Local Board area.

Whakarāpopototanga matua
Executive summary

2. Elected members participate as representatives of the local board on a number of external community and national organisations.

3. The beginning of the new electoral term generates the need for new appointments. This report provides details of the external organisations relevant to the local board and requests that the local board nominates a lead and alternate member to represent the board on those external organisations for the 2019-2022 triennium.

4. In addition, there are a small number of appointments which, due to legislation or the terms in a deed are the responsibility of the Governing Body, but because the relationship between the council and the organisation is local, the Governing Body has delegated its responsibility to nominate an elected member to the relevant local board.

Ngā tūtohunga
Recommendation/s

That the Papakura Local Board:

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

<table>
<thead>
<tr>
<th>External organisation</th>
<th>Lead</th>
<th>Alternate</th>
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<tbody>
<tr>
<td>Auckland International Airport Ltd Aircraft Noise Community Consultative Group</td>
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<tr>
<td>Ardmore Airport Noise Consultative Committee (AANCC)</td>
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<tr>
<td>Kohuora Auckland South Corrections Facility Community Impact Forum</td>
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<tr>
<td>Kohuora Auckland South Corrections Facility Social Impact Fund Allocation Committee – nomination of candidate for consideration</td>
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<tr>
<td>Merton Trust</td>
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</table>
Appointment of Papakura Local Board members to external community organisations and representatives for various council initiatives

| Papakura Citizens Advice Bureau |  |
| Papakura Business Association Business Improvement District (BID) |  |
| Papakura Youth Council |  |
| Takanini Business Association |  |
| Council Initiatives |  |
| The Southern Initiative Joint Steering Group (1 representative) |  |
| Pukekiwiriki Pā Joint Management Committee | Full board (see resolution b) |
| Māori input into local board decision-making |  |
| Volunteer Awards Panel |  |
| Youth Scholarships Panel |  |

b) note that the Pukekiwiriki Pā Joint Management Committee comprises all six Papakura Local Board members and six mana whenua representatives (under Resolution PPK/2014/1).

Horopaki Context

5. A number of external organisations provide for the formal participation of Auckland Council elected members in their affairs. Elected member appointees will have a variety of duties and liabilities depending on the individual organisation.

6. At the commencement of each triennium, the Governing Body and local boards make appointments to external organisations.

7. As local board representatives, the nominated members represent the board, and do not attend in a personal capacity. Nominated local board members will provide updates at local board meetings to regularly inform all local board members of discussions and decisions made of their activities, unless good reasons exist for confidentiality. These updates are in the form of business meeting reports which maintain public transparency.

8. The reasons for elected member participation in external organisations can be described in a number of ways:
   - a trust deed, that requires Auckland Council to make an appointment to an organisation
   - an organisation of interest to the local board is inviting elected member representation at its meetings
   - associations entered into by the council which provide for elected member representation
   - organisation governance, or project or programme oversight, such as regional or local parks management groups
   - a statutory or regulatory provision (for example a regulation providing for a community liaison committee) or
   - a resource consent requiring the formation of a committee or hearing panel.
9. In making decisions about these appointments, it is suggested that local boards are mindful of:
   - the elected member’s availability
   - any conflict of interests, including whether the local board provides funding to the entity
   - relevance
   - historical relationship with the organisation and Auckland Council.

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

11. Local board members may be part of any organisation in their private capacity. They are encouraged to disclose memberships of 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.

Auckland International Airport Ltd Aircraft Noise Community Consultative Group

13. Under Designation 1100 of the Auckland Unitary Plan Operative in part, the Auckland International Airport Limited is required to maintain the Aircraft Noise Community Consultative Group. The purpose of the group is to consider, and where appropriate, make recommendations to Auckland International Airport Limited on aircraft noise and concerns that arise from the operations and activities at the airport.

14. 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.

15. One local board member is selected from each of the following local boards: Mangere-Ōtāhuhu, Ōtara-Papatætoe, Manurewa, Howick, Franklin, Maungakiekie-Tamaki, Albert-Eden, Puketāpapa, Whau, Orākei, Wāitakere Ranges, and Papakura.

16. The meetings are held every three months. The next meeting occurs on Monday, 9 December 2019, 1-3pm, Pavilion Roam III, Sudima Hotel, 18 Airport Drive, Auckland Airport.

Ardmore Airport Noise Consultative Committee

17. The Ardmore Airport Noise Consultative Committee (AANCC) was established under the Ardmore Airport Authority Noise Management Plan by Ardmore Airport Limited (AAL).

18. The AANCC is a consultative forum to consider the noise issues surrounding the operation of Ardmore Airport.

19. The previous board representative was Brent Catchpole with Hon. George Hawkins, QSO, as alternate.

20. Meetings are held every three months and are called by AAL.

Kohuora Auckland South Corrections Facility Community Impact Forum

21. 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.

22. Refer to attachment A for more information about the CIF’s terms of reference and purpose.

23. The previous local board representative was Katrina Winn.

24. The Community Impact Forum meets quarterly. The next meeting is scheduled for
Thursday, 12 December 2019 at Auckland South Corrections Facility (Community Building
outside the wire), 21 Kiwi Tamaki Rd, Wiri.

25. 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

26. The Social Impact Fund Allocation Committee (SIFAC) 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.

27. Refer to attachments B and C for more information about the Social Impact Fund Allocation
Committee’s membership, purpose and role description.

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

29. In the past the Governing Body delegated the appointment of the two Auckland Council
representatives to a subcommittee comprising of the chairperson (or deputy chairs) of the
Manurewa, Papakura, Ōtara-Papatoetoe and Māngere-Ōtāhuhu Local Boards, the three
ward councillors and an Independent Māori Statutory Board member.

30. The four local boards were asked to put forward their preferred candidate for consideration
by the subcommittee. The candidate is required to provide a one page brief outline of what
they bring to the role and why they should be considered.

31. The previous local board representative was Brent Catchpole.

32. The Corrections Minister appointed Tony Kake as Chairman of the Community Impact

33. The Social Impact Fund Allocation Committee will not meet unless there is a social impact
project proposal from the Community Impact Forum or Tangata Whenua Committee to
consider. The Department of Corrections advise it is likely that SIFAC will meet in 2020.

34. 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
should the Governing Body decide to consider local board representatives for the roles.

Merton Trust

35. The Merton Trust was established in 1994 to promote and encourage learning and
production of classical music in the Papakura district.

36. The Trust Board includes a position for the Mayor of the Papakura District Council, which
has now passed to the Mayor of Auckland.

37. The Mayor of Auckland delegates this position to a member of the Papakura Local Board.
The previous local board nominee was Felicity Auva’a with Michael Turner as alternate.

38. The Trust holds Annual General Meetings, usually in October, and ordinary meetings are
called at the discretion of the Trust’s chairperson.
Papakura Citizen Advice Bureau (CAB)
39. Each CAB bureau 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.

40. The local board members’ role would be as a point of contact for the CAB to liaise with the local board.

41. The previous local board representatives were Brent Catchpole as the Local Planning and Economic Development workstream lead with Bill McEntee, Felicity Auva’a and Katrina Winn as members of that workstream.

42. The CAB managers meet with local board representative on a quarterly basis.

43. The local board is asked to appoint one member (and an alternate) as the board liaison to the CAB in Papakura.

Papakura Business Association / Papakura Business Improvement District (BID)
44. Business Improvement District (BID) Partnership Programmes are local economic development initiatives run by a business association in partnership with the council, supported by a designated targeted rate.

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

46. 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.

47. The previous local board representatives were Brent Catchpole with Felicity Auva’a as alternate.

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

Papakura Youth Council
49. The 2017 Papakura Youth Council terms of reference sets out the following in relation to the local board support positions for Youth Council:

At every local government election, the Papakura Local Board commits two members as Youth Portfolio holders. These two members are the direct relationship between the Papakura Youth Council and the Papakura Local Board. These members will:

- have no voting rights on the Youth Council
- attend the Youth Council’s statutory meetings
- provide mentorship and advice to the Youth Council
- provide training to help Youth Council members fulfil their role, inclusive of; leadership trainings, opportunities to conferences/seminars, familiarity and exposure to local government political systems
- explore opportunities for Local Board Services Support to assist in the running of Papakura Youth Council affairs
- provide appropriate updates and feedback around local board activities that affect young people in Papakura
- upcoming discussions and decisions that affect young people in Papakura
- local board/Auckland Council plans, projects and policy changes that affect young people in Papakura.

Takanini Business Association
50. The Takanini Business Association is an association of businesses in the Takanini area. Over the last two years the association has not been in a position to progress the required work to become a Business Improvement District (BID).

51. In the previous term there was no specific local board member appointed, however, Brent Catchpole as the Local Planning and Economic Development workstream lead undertook the role.

52. The Takanini Business Association meet monthly.

53. The board may wish to consider appointing a member and alternate to this role.

Council Initiatives

The Southern Initiative Joint Steering Group
54. The Southern Initiative (TSI) is 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.

55. 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.

56. Meetings are held monthly and the board’s previous representative was the chairperson and deputy chairperson being Brent Catchpole with Felicity Auva’a as alternate.

Pukekiwiriki Pā Joint Management Committee
57. Pukekiwiriki Pā is a significant historical reserve located at the top of Redhill Road in Papakura. It was occupied by mana whenua as a fortified pā.

58. Because of its significance, both mana whenua and the Papakura Local Board jointly manage the reserve under the Pukekiwiriki Pā Joint Management Committee, a joint committee of the Papakura Local Board. The purpose of the committee is to implement the Pukekiwiriki Pā Reserve Management Plan in a spirit of partnership and to exercise delegated powers under the Reserves Act 1977.

59. The first term of the Papakura Local Board resolved that the committee “comprise six Papakura Local Board members and six mana whenua representatives” (resolution number PPK/2014/1.) In this regard, the whole board is automatically on the committee and new appointments this term are not necessary.

60. A tentative schedule for forthcoming meetings is December 2019, April, August and November 2020. An additional meeting may be arranged early in the New Year and the future schedule for the joint management committee will be confirmed at that meeting.

Māori input into local board decision-making
61. In the 2016-2019 term Papakura Local Board participated in the Māori input into local board decision-making project. The recommendations from hui 18 held on 4 July 2016 are attached as Attachment D.

62. The reference group meet bi-monthly on the second Tuesday of the month 5pm – 6.30pm.

63. The previous representative was Katrina Winn.
Volunteer Awards Panel
64. The board undertake a biennial volunteer awards ceremony to acknowledge the work of volunteers in the community.
65. The previous panel membership was the full board.
66. The Volunteer Awards are scheduled for June 2020. The ceremony following that one will be during the 2021/2022 financial year.

Youth Scholarships Panel
67. In the 2019/2020 work programme the board has $15,000 for Youth Scholarships.
68. The previous panel membership was the full board.
69. The board considered the Youth Scholarships at its workshop on 27 November 2019. The board will make the final decision at the 4 December 2019 business meeting.

Tauākī whakaaweawe āhuarangi
Climate impact statement
70. 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
71. 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
72. This report seeks the local board’s decision on representatives to external community organisations relevant to the local board area.

Tauākī whakaaweawe Māori
Māori impact statement
73. 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
74. There are no financial implications as a result of this report.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations
75. 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**

76. 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**

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
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<tbody>
<tr>
<td>A</td>
<td>Kohoura Auckland South Corrections Facility Community Impact Forum terms of reference and purpose</td>
<td>115</td>
</tr>
<tr>
<td>B</td>
<td>Kohoura Auckland South Corrections Facility Social Impact Fund Allocation Committee purpose and membership</td>
<td>117</td>
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<td>C</td>
<td>Kohoura Auckland South Corrections Facility Social Impact Fund Allocation Committee role description</td>
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<td>D</td>
<td>Maori Input into Local Board Decision Making Recommendations from Hui 18 held 4 July 2016</td>
<td>123</td>
</tr>
</tbody>
</table>

**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>
</tr>
<tr>
<td></td>
<td>Manoj Ragupathy - Relationship Manager Manurewa &amp; Papakura</td>
</tr>
</tbody>
</table>
Community Impact Forum (CIF) Purpose

42. The purpose of the CIF is as follows:

(a) To provide a forum for community and stakeholder involvement through which any issues of community interest or concern can be raised and responded to in relation to the construction of the Men’s Corrections Facility (MCF) and the presence and operation of the Auckland Region Women’s Corrections Facility (ARWCF) and the MCF including any Outline Plans of Works prepared by Corrections.

(b) To provide a forum for Corrections to inform the CIF and its members concerning actions taken through its relationships with service providers and government agencies to facilitate the effective provision of social infrastructure, social support and health services to the ARWCF and MCF and to seek the input of the CIF and its members on these matters.

(c) To develop, review, implement and report on a Social Impact Monitoring Plan (SIMP) that will be used by Corrections in conjunction with other agencies with relevant responsibilities to address any adverse social and cultural effects and community based service delivery and rehabilitation needs attributable to the presence and operation of the ARWCF and the MCF.

(d) To receive and consider the findings of the SIMP to allow the relevant agencies on the CIF (including Corrections) to respond as appropriate in accordance with condition 52.

(e) With reference to the SIMP, to identify and promote opportunities to provide mutual benefit for the Comprehensive Corrections Facilities and the local community (for example the provision of local goods and services and employment opportunities) and to support where relevant the achievement of the community outcomes outlined in Tomorrow’s Manukau – Manukau Apopo 2006-2016 or other succeeding documents, strategies or frameworks such as Local Board plans.

(f) To provide a forum for the promotion of policy and programme integration and cross-sector collaboration at the local and regional levels, where the effects of the ARWCF and the MCF have relevance to other policy areas;

(g) To consider issues relating to compliance with designation conditions;

(h) To recommend project and scheduling priorities to the Social Impact Fund Allocation Committee established under condition 55 for consideration, scheduling and funding.

CIF Operating Procedures

43. The CIF shall be formed prior to the commencement of the Construction Work on the MCF and no later than 1 February 2012. The CIF shall have its first meeting in February 2012 following appointment of the independent social impact assessment specialist pursuant to condition 48 and circulation of the draft brief for preparation of the SIMP pursuant to condition 51(a). Meetings shall be convened once every 3 months thereafter, unless otherwise sought by the majority of its members.
44. Meetings will be held at times and locations that maximise representation and attendance.

45. The Minister will offer an honorarium to CIF members (including the independent chair appointed pursuant to condition 41(a)) for participants not members of Government Agencies to cover the reasonable expenses in attending meetings. The amount of this honorarium will be at the sole discretion of the Minister. The Minister shall also be responsible for any direct costs of running the meetings.

46. The Minister shall not be in breach of Condition 41 if any one or more of the parties, specified in Condition 41, either do not wish to be members of the CIF or do not attend particular meetings.

47. The CIF shall formulate its Terms of Reference that will include:
   
   (a) Defined roles and responsibilities of its members, to achieve the purposes of the CIF.

   (b) A process for reviewing membership and roles of the Minister and other groups and agencies involved in the CIF.

   (c) Procedural matters for the running and recording of meetings, including decision making and quorums for meetings.

   (d) The establishment of a working group for the purpose of managing the preparation of the SIMP required by Condition 49 and subsequent annual reviews of the SIMP.
Social Impact Fund Allocation Committee ("SIFAC")

55. The Minister shall establish a Social Impact Fund Allocation Committee whose purpose is to allocate, review and oversee the funds made available by the Minister under condition 52(d) for the purposes recommended to it from the CIF and/or the Tangata Whenua Committee.

a. The SIFAC shall be chaired by the chairperson appointed to the CIF.

b. There shall be no more than 7 members of the SIFAC of whom at least 2 shall be appointed by the Minister (one of whom shall be appointed in consultation with the Minister of Maori Affairs), at least 2 shall be appointed by the Council, and up to 2 may be co-opted by the SIFAC following its establishment.

c. Other than the Chair, no member may also be a member of the CIF unless that is the unanimous resolution of the SIFAC.

d. The SIFAC shall determine its own proceedings but must report on its activities annually to the Minister and the Manager – Resource Consents. The SIFAC must determine a quorum for the purpose of any significant decision or recommendation.

e. The Minister shall provide a secretariat to the SIFAC – who may be the Community Liaison Officer.

f. A member shall be appointed for a term of 3 years and may be reappointed at the end of any such term. A vacancy created by a member retiring or resigning for any reason may be filled in such manner as the SIFAC determines.

g. The Minister will offer an honorarium to SIFAC members for participants not members of Government agencies to cover the reasonable expenses in attending meetings. The amount of this honorarium will be at the sole discretion of the Minister.

h. The SIFAC shall cease to exist when the fund created under condition 52(d) ceases and all allocations and reviews have been finalised.
Role Description: Member of Social Impact Fund Allocation Committee

Background

The Social Impact Fund Allocation Committee (SIFAC) is a newly established body resulting from the Board of Inquiry (BOI) hearing relating to the planning designation for the new men’s prison to be located at Wiri, Manukau. The BOI’s decision included the following conditions:

Condition 55 “The Minister shall establish a Social Impact Fund Allocation Committee whose purpose is to allocate, review and oversee the funds made available by the Minister under condition 52(d) for the purposes recommended to it from the Community Impact Forum (CIF) and/or the Tangata Whenua Committee.”

Condition 55(a) “The SIFAC shall be chaired by the chairperson appointed to the CIF.”

Condition 55(b) “There shall be no more than 7 members of the SIFAC of whom at least 2 shall be appointed by the Minister (one of whom shall be appointed in consultation with the Minister of Maori Affairs), at least 2 shall be appointed by the Council, and up to 2 may be co-opted by the SIFAC following its establishment.”

In establishing the SIFAC, CIF and Tangata Whenua Committee (TWC) the Board was endeavouring to establish a structure that would ensure suitable consideration and mitigation of any effects of the Prison. The Board advised in its decision:

“We have considered the various proposals put forward and decided that a tripartite structure is most likely to be effective, being the CIF, TWC, and a committee responsible for final allocation decisions about the use of the social impact fund. That committee, to be known as the Social Impact Fund Allocation Committee (SIFAC) will be chaired by the chairperson of the CIF. … will receive recommendations for funding from the CIF, and determine the project priorities and scheduling for allocations from the fund…”

For more information on the new men’s prison please refer to the Department’s website:


Purpose of Role

The purpose of the SIFAC is to allocate, review and oversee funds made available to address social and/or cultural effects.
The establishment of this annual fund of “at least $250,000” is for the purposes of appropriately avoiding, remedying or mitigating identified social and/or cultural effects directly attributable to the Auckland Region Women’s Corrections Facility (ARWCF) and the Men’s Corrections Facility (MCF).

Secretariat services for the SIFAC will be provided by the Community Liaison Manager (CLM), a Department employee.

**Term of Office**

The SIFAC members shall be appointed for a term of three years.

**Remuneration**

Under the Cabinet Office Fees Framework the SIFAC has been assessed as a Group 4, level 1 body. This equates to a daily fee for non-government SIFAC members of $375-$640. The Minister of Corrections has approved a daily rate of $450.

**Key Responsibilities**

- Evaluate and prioritise the recommendations of the CIF and TWC regarding the use of the Social Impact Fund.
- Interpret the SIMP to ensure that the decisions made will best address the social and cultural effects of the two correctional facilities.
- Communicate clearly to the CIF and TWC the reasoning for decisions made.
- Support the SIFAC Chairperson as required in preparing the annual report on the SIFAC’s activities for the Minister and the Department.
- Support the SIFAC Chairperson as required in meeting any other reporting obligations as agreed.

**Criteria for appointment**

**Knowledge and experience**

- Understanding of the Conditions relevant to their duties.
- Proven ability to make balanced and reasonable decisions.
- Proven ability to write in a concise and accurate manner.
- Experience in a decision-making role.
- Ability to cope with stressful situations and balance competing needs and views.
- Demonstrate interest and experience working with community based committees.

**Decision-making and analytical skills**

- Demonstrate financial acumen.
- Contribute and lead to sound, balanced and defensible decision making.
- Remain open minded and be willing to put aside their own opinions.
- Assimilate and assess competing information.
- Thoroughly analyse the information and quickly identify facts, opinions and key issues.
- Recognise when further critical information is required.
Environmental awareness

- An awareness, sensitivity and commitment to the principles of the Treaty of Waitangi and the role of both mana whenua and tangata whenua.
- Sensitivity and awareness of diversity within communities.
- Sensitivity and awareness of community and social issues.
- Ability to manage competing interests and work with a wide range of stakeholders with diverse and sometimes conflicting views.
- Ability to listen, articulate and understand others.
### 8.0 Recommendations

The introduction and implementation of the eight recommended actions[^1] listed in Table 3.0 below will provide an effective approach and platform upon which Local Boards and Mana Whenua can engage positively and in collaborative partnership.

The shared outcomes identified by the working group following implementation of these recommendations to improve Maori input into Local Board decision making, are expected to include:

- Improved interest and participation rates for Maori in local, regional and national matters of governance
- Improved social outcomes for Maori in Health, Education and Social environments
- Genuine and meaningful regard demonstrated for the principles of the Treaty of Waitangi
- Improved understanding and regard for the significant value Maori input offers within a collaborative partnership between Mana Whenua and Local Boards

<table>
<thead>
<tr>
<th>Recommended Actions</th>
<th>Lead</th>
<th>Support</th>
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<tbody>
<tr>
<td>1. <strong>Provide a representative Mana Whenua body for Local Boards to engage directly with at a Local Board governance level.</strong></td>
<td>Mana Whenua Collective</td>
<td>Local Board</td>
</tr>
<tr>
<td>2. <strong>Initiate Te Ao Māori 101 training as a prerequisite to standing for election - for all Board Candidates (standing for the three Local Board areas).</strong></td>
<td>Local Boards</td>
<td>Mana Whenua Collective</td>
</tr>
<tr>
<td>3. <strong>Involve Mana Whenua in the design and delivery of Te Ao Māori 101 training for Local Board members to facilitate and improve factual and cultural understanding.</strong></td>
<td>Local Boards</td>
<td>Mana Whenua Collective</td>
</tr>
<tr>
<td>4. <strong>Mana Whenua design and develop a toolbox resource, delivered by them to support Te Ao Māori 101 training, and to serve also as a practical resource for Local Board members throughout their term.</strong></td>
<td>Mana Whenua Collective</td>
<td>Local Board</td>
</tr>
<tr>
<td>5. <strong>Invite and encourage Mana Whenua attendance and participation in Local Board workshops, to enable genuine collaboration and partnership on matters of common interest.</strong></td>
<td>Local Boards</td>
<td>Mana Whenua Collective</td>
</tr>
<tr>
<td>6. <strong>Include Māori (Mana Whenua) seat(s) in the composition of Local Boards, in order to encourage more Māori to vote and participate in the election process.</strong></td>
<td>Local Boards</td>
<td>Mana Whenua Collective</td>
</tr>
<tr>
<td>7. <strong>Convene a formal face to face hui between Local Board members and Mana Whenua at Marae in their areas, at the start of each new Board term (i.e. soon after members are elected). This is in order for both parties to set and agree expectations, and exchange statements of intent, at the same time identifying common ground and opportunities for ongoing collaborative support and partnership over the next three-year term.</strong></td>
<td>Local Boards</td>
<td>Mana Whenua Collective</td>
</tr>
<tr>
<td>8. <strong>Invite and encourage Local Board member attendance and participation in Mana Whenua Hui, to enable genuine collaboration and partnership on matters of common interest.</strong></td>
<td>Mana Whenua Collective</td>
<td>Local Board</td>
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</tbody>
</table>

[^1]: The Working Group confirmed these recommendations at hui 18 - 04 July 2016 (Ref: hui 18 notes)
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 Papakura 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
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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<tbody>
<tr>
<td>A</td>
<td>Selection panel made up of representatives from each local board</td>
<td>• Each local board delegates authority to one of their members to be part of a selection panel.</td>
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<tr>
<td></td>
<td>• The selection panel can be called to meet once all candidates are confirmed and they will agree the voting system to be used.</td>
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<td>• One vote per local board is considered a fair way to select a single representative for all 21 local boards.</td>
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<td></td>
<td>• Members can utilise an existing meeting to get the selection panel together (such as the Chair’s Forum).</td>
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<td>• Process can start in mid-November with a two-week nomination period.</td>
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<td>B</td>
<td>Reports to local boards seeking decision/preference (may require urgent decisions)</td>
<td>• This would involve seeking a vote/preference from each local board through a formal report and resolution.</td>
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<td>• The report can only be produced once nominations have closed and the candidates list is available – this will delay the report to early December.</td>
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<td>• 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.</td>
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<td>• This process is unlikely to produce an agreed appointment in a timely fashion.</td>
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</table>
23. Staff recommend these meetings are co-chaired by the councillor and local board member appointed to the LGNZ National Council. A co-chair approach recognises the shared governance role of local boards. Following discussions with LGNZ, staff also recommend that the meetings be open to all elected members.

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

**Tauākī whakaaweawe āhuarangi**  
Climate impact statement

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

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

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

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

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

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

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

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

**Tauākī whakaaweawe Māori**  
Māori impact statement

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

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

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

34. Appointments to Te Maruata are not made by councils. In the previous term Councillor Alf Filipaina was invited to be a member of the sub-committee.

**Ngā ritenga ā-pūtea**  
Financial implications

35. Membership of LGNZ incurs a cost to ratepayers. Auckland Council’s annual subscription to LGNZ in 2019/2020 is $340,148 excluding GST.
36. The establishment of Auckland Council/LGNZ meetings will incur expense currently unbudgeted for. Staff from the Governance Division will support the first meeting using existing resources.

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

**Ngā raru tūpono me ngā whakamaurutanga**

**Risks and mitigations**

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

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

**Ngā koringa ā-muri**

**Next steps**

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

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

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

**Ngā tāpirihanga**

**Attachments**

There are no attachments for this report.

**Ngā kaihaina**

**Signatories**

<table>
<thead>
<tr>
<th>Author</th>
<th>Shirley Coutts - Principal Advisor - Governance Strategy</th>
</tr>
</thead>
<tbody>
<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, Senior Local Board Advisor Manurewa</td>
</tr>
</tbody>
</table>
Te take mō te pūrongo
Purpose of the report
1. To approve the reconstitution of the Manukau Harbour Forum (the forum), including the Papakura 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 Papakura 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 Papakura Local Board:

a) agree to re-constitute the Manukau Harbour Forum Joint Committee with the Franklin, Māngere-Ōtāhuhu, Manurewa, Maungakiekie-Tāmaki, Ōtara-Papatoetoe, Puketāpapa, Whau, and Waitākere Ranges Local Boards for the 2019/22 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 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 to this report, 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 the Manukau Harbour Forum governance and management support review report (Attachment B).

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 provided 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 as needed.

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.
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.

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.

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 allocated by incoming members:
   i) delivery of a youth leadership sustainability wānanga ($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.

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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<tr>
<th>No.</th>
<th>Title</th>
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<tr>
<td>A</td>
<td>Terms of Reference for the Manukau Harbour Forum (Under Separate Cover)</td>
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<tr>
<td>B</td>
<td>Manukau Harbour Forum governance and management support review report prepared by Envirostrat Consulting dated August 2019 (Under Separate Cover)</td>
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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>
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<td></td>
<td>Manoj Ragupathy - Relationship Manager Manurewa &amp; Papakura</td>
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Adoption of a business meeting schedule

File No.: CP2019/19214

Te take mō te pūrongo

Purpose of the report
1. To adopt the Papakura 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 Papakura Local Board:

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

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b) agree to commence business meetings at 4.30pm, and to be held at the Council Chambers, Papakura Service Centre, 35 Coles Crescent, Papakura. 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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<td>Sarah McGhee – Acting Relationship Manager Manurewa &amp; Papakura, Senior</td>
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<td>Local Board Advisor Manurewa</td>
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Urgent decision-making process

File No.: CP2019/19216

Te take mō te pūrongo
Purpose of the report
1. To seek the Papakura 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 Papakura 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**

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Te take mō te pūrongo
Purpose of the report
1. To present the draft Auckland Council Elected Members’ Expense Policy 2019 and provide for the local board to record its feedback for consideration by the Governing Body.

Whakarāpopototanga matua
Executive summary
2. Each electoral term, the Remuneration Authority (the Authority) requires all councils to adopt an expense policy and forward the adopted policy to the Authority for its approval.

3. The expense policy provides the rules for elected members’ reimbursement for expenses they incur whilst performing their duties. The Authority has set parameters for the following expense reimbursements:
   i) communications
   ii) mileage
   iii) travel time
   iv) childcare.

4. The Authority has updated vehicle mileage allowance rates to reflect the new kilometre rates for self-employed people and employees published by the Inland Revenue Department on its website as at 7 June 2019.

5. There is a change to approval processes so that approval for mayor and deputy mayor expenses is now by the chair of the Audit and Risk Committee. There are no other changes to provisions for these expenses.

6. Reimbursement of childcare expenses is a new provision and the council has discretion around how this is applied, within the parameters set by the Authority.

7. In the previous term, a discussion paper about the proposed childcare allowance was published by the Authority and was reported to local boards. Most local boards were generally supportive. Based on that feedback, this report proposes rules for inclusion in the council’s Elected Member Expense Policy 2019.

8. The expenses policy also includes rules for the following, which relate to sensitive expenditure and there are no recommended changes to these rules:
   i) travel
   ii) accommodation
   iii) professional development
   iv) hospitality.

9. The draft Auckland Council Elected Members Expense Policy is attached as 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 (2019/2020) Determination and appropriate probity standards.
Ngā tūtohunga
Recommendation/s
That the Papakura 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 2019/2020 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
Item 29

(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
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 (2019/2020) 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 below\(^1\). 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.

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\(^1\) [http://www.lgnz.co.nz/assets/e41e5fb07f/Elected-Members-Profile-Report-FINAL.pdf](http://www.lgnz.co.nz/assets/e41e5fb07f/Elected-Members-Profile-Report-FINAL.pdf)
Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Draft Auckland Council Elected Member Expense Policy <em>(Under Separate Cover)</em></td>
<td></td>
</tr>
<tr>
<td>B</td>
<td>Summary of local board feedback on the Remuneration Authority’s discussion paper on childcare allowances <em>(Under Separate Cover)</em></td>
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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>Sarah McGhee - Acting Relationship Manager Manurewa &amp; Papakura, Senior Local Board Advisor Manurewa</td>
</tr>
</tbody>
</table>
**Te take mō te pūrongo**

**Purpose of the report**

1. To approve local content and supporting information for consultation as part of the Annual Budget 2020/2021 process, along with a local engagement event.

**Whakarāpopototanga matua**

**Executive summary**

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

3. Annual Budget 2020/2021 consultation will take place from 21 February to 22 March 2020. Consultation on the proposed content of each local board agreement which sets out the priorities for the next financial year must be included as part of that consultation.

4. This report seeks approval from local boards on the local content and supporting information for consultation. It also seeks approval of the Have Your Say event that will be held in their local board area during the consultation period, to give Aucklanders an opportunity to provide face-to-face feedback.

5. The Governing Body and local boards will approve regional and local items respectively for consultation by 13 December 2019. The regional and local consultation items will then be incorporated into the Annual Budget consultation document and supporting information, which will be adopted by the Governing Body on 12 February 2020.

**Ngā tūtohunga**

**Recommendation/s**

That the Papakura Local Board:

a) Approve Attachment A to this report - local content for consultation, and Attachment B to this report - local supporting information for consultation.

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

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

i) Have Your Say drop in (existing event Movies in the Park),
   Friday 6 March 2020, 6pm-8pm
   Central Park, Wood Street, Papakura, Auckland.

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

e) Delegate to the following elected members and staff the power and responsibility to hear from the public through ‘spoken (or New Zealand sign language) interaction’ in relation to the local board agreement at the council’s public engagement events, during the consultation period for the Annual Budget 2020/2021:

i) Local board members and chairperson
ii) General Manager Local Board Services, Local Board Relationship Manager,
Horopaki Context

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

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

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

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

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

Tātaritanga me ngā tohutohu Analysis and advice

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

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

13. 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.

14. 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.

15. 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 Papakura Local Board area is:

   i) Have Your Say drop in (existing event Movies in the Park)
      Friday 6 March 2020, 6pm-8pm
      Central Park, Wood Street, Papakura, Auckland.

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

17. Should a proposal requiring an amendment to the council’s long-term plan (10-year Budget) be identified during the Annual Budget 2020/2021 process, this would necessitate use of the special consultative procedure. Where an amendment to the 10-year Budget is being consulted on at the same time as consultation on the Annual Budget, the Local Government Act 2002 requires the council to use the special consultative procedure in relation to both matters.
18. The special consultative procedure requires the council to provide an opportunity for Aucklanders to present their views to the council in a manner that enables 'spoken (or New Zealand sign language) interaction' between the person and the council’s decision-makers or their official delegates. The recommended Have Your Say events, along with the recommended delegation, provides for this spoken interaction.

**Tauākī whakaaweawe āhuarangi**

**Climate impact statement**

19. 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.

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

21. 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**

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

23. 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**

24. Local boards will have further opportunities to provide information and views as the council progresses through the Annual Budget 2020/2021 process.

25. 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**

26. 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.

27. 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.

28. 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.

29. 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
30. Event associated costs include venue hire, where council premises cannot be utilised, and catering.

Ngā raru tūpono me ngā whakamaaurutanga
Risks and mitigations
31. Local boards must approve their local consultation content and supporting information by 13 December 2019 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
33. Following consultation, the Governing Body and local boards will make decisions on the budget and local board agreements respectively.

Ngā tāpirihanga
Article I. Attachments

<table>
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<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
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<tbody>
<tr>
<td>A1</td>
<td>Local content for consultation</td>
<td>155</td>
</tr>
<tr>
<td>B1</td>
<td>Local supporting information for consultation</td>
<td>157</td>
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Ngā kaihaina
Article II. Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Beth Corlett - Advisor Plans &amp; Programmes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Louise Mason - GM Local Board Services</td>
</tr>
<tr>
<td></td>
<td>Manoj Ragupathy - Relationship Manager Manurewa &amp; Papakura</td>
</tr>
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Consultation document

<table>
<thead>
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<th>Papakura Local Board</th>
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<tr>
<td>In 2020/2021 we plan to invest $9.9 million to renew and develop assets and $12.5 million to maintain and operate assets as well as provide local programmes and initiatives.</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>What we’ve been doing</th>
<th>Our priorities for 2020/2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>Each year we deliver activities and services in your local board area. These are based on our Local Board Plan, which sets our three-year direction for the local board. In 2019/2020, we completed upgrades to local parks including Berwyn Reserve, Clarice Reserve and Cross Street Reserve. We have also been building new changing rooms and toilets at the Opāheke sportsfields, upgrading the lighting at Evanda Link and completing the renewal of the playground and courts at Smiths Avenue. In July 2019, we launched the Papakura Metropolitan Centre Framework for Action, masterplan, which identified opportunities for action within the centre relating to heritage, townscape, gateways, traffic movement and car parking.</td>
<td>We’re not proposing major changes to the existing work programme for 2020/2021 as we continue to deliver the Local Board Plan projects. We will continue providing funding towards events that bring the community together such as Movies in the Park, Carols in the Park, Santa Parade and Papakura Street Festival. We will be building a new playground at Kauri Heart Park and a new playspace at Hingaia Park. We will continue to provide quality parks and playgrounds, libraries, community and recreation facilities. We are also looking forward to the completion of the Taikawhiti community hub and library in 2020/2021.</td>
</tr>
</tbody>
</table>
Supporting Information

Papakura 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

This is the final year of our 2017 Local Board Plan, and we look forward to hearing from you about our priorities for 2020/2021.

Since adopting the 2017 Local Board Plan, some of our achievements include:

- the formulation of the Papakura key messages and launch of the Metropolitan Town Centre Masterplan
- completing numerous playground renewals, building new changing rooms and toilets at the Opaheke sportsfields, along with lighting installations on sportsfields one and two and surfacing being completed
- replacing the outdoor grass area shade sail, installing solar panel heating and thermal pool covers at Massey Park Aquatic Centre

We respect the important role of mana whenua and matāwa in the past, present and future of Papakura and strive to work with local Māori on matters that are important to them. The inauguration of this local board was hosted at Papakura Marae and emphasises the significance of this partnership.

Our proposed priorities for 2020/2021 include:

- funding towards events that bring the community together such as Movies in the Park, Carols in the Park, Santa Parade and Papakura Street Festival
- providing quality parks and playgrounds, libraries, community and recreation facilities, including a new playground at Kauri Heart Park and a new playspace at Hingaia Park
- progressing recommendations from the Papakura Sports Needs Assessment including the development of the Opaheke clubrooms
- completing the Takanini community hub and library

We encourage you to provide your views now on our funding priorities for the 2020/2021 financial year and shortly on a new Local Board Plan for adoption in October 2020.

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

In 2020/2021, to deliver on our priorities we plan to invest $9.9 million to renew and develop assets and $12.5 million to maintain and operate assets as well as provide local programmes and initiatives. The budget in the local area is allocated as follows:

<table>
<thead>
<tr>
<th>Key areas of spend</th>
<th>Community Services</th>
<th>Environmental Services</th>
<th>Planning</th>
<th>Governance</th>
</tr>
</thead>
</table>

Annual Budget 2020/2021 consultation

Page 157
<table>
<thead>
<tr>
<th>Operating Spend 2020/2021</th>
<th>$11.2m</th>
<th>$0.1m</th>
<th>$0.3m</th>
<th>$0.9m</th>
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<tr>
<td>Capital spend 2020/2021</td>
<td>$9.9m</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<table>
<thead>
<tr>
<th>OPEX project name</th>
<th>Location</th>
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</thead>
<tbody>
<tr>
<td>Community events including Movies in the Park, Carols in the Park, Santa Parade and Papakura Street Festival</td>
<td>Papakura Local Board area</td>
</tr>
<tr>
<td>Commercial Project Group</td>
<td>Papakura Town Centre</td>
</tr>
<tr>
<td>Sports Needs Assessment recommendations</td>
<td>Papakura Local Board area</td>
</tr>
<tr>
<td>Smiths Avenue – Coordinator and Activations</td>
<td>Smiths Avenue, Papakura</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CAPEX project name</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kauni Heart Park playground</td>
<td>27 Kauni Heart Avenue, Takanini</td>
</tr>
<tr>
<td>Hingaia Park playspace</td>
<td>189R Hingaia Road, Karaka</td>
</tr>
<tr>
<td>Takanini community hub and library</td>
<td>Walters Road, Takanini</td>
</tr>
</tbody>
</table>

What do you think?
In your opinion, are the priorities right for this local board area in 2020/2021?
Te take mō te pūrongo
Purpose of the report
1. To provide the Papakura Local Board with an integrated quarterly performance report for quarter one, 1 July – 30 September 2019.

Whakarāpopototanga matua
Executive summary
2. This report includes financial performance, progress against work programmes, key challenges the 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 Papakura Local Board Plan outcomes.
4. The key activity updates from this quarter are:
   - The Civic Events team delivered two events in quarter one including the Opaheke Reserve sod turning and the Berwyn Reserve playground opening.
   - There are seven additional local civic events proposed for the financial year and additional funding will be required to deliver these events.
   - The Hawkins Youth Theatre Company delivered two productions, including the largest and most commercial production to date ‘Bugsy Malone’ which was attended by over 600 people.
   - The Corner has experienced an increase in activations and engagement following the expansion of operating hours into evenings and Sundays, the launch of a new website with booking capability, the installation of a new performance space, a computer pod, Audio Visual (AV) editing suite and sound booth, and the establishment of the Young Artists Programme.
   - The services of Richard Knott Ltd and Auton & Associates have been retained to support the Commercial Projects Group (CPG). CPG has also agreed to provide grant funding to the Papakura Business Association to promote #livepapakura, provide outside dining licence support and the Marketview retail spend reports. Mott Macdonald have also completed a report on the options for a town centre bypass.
   - The Children's Forest planting day resulted in nearly 60 trees planted for babies born in the area.
   - The McLennan Park pathways projects is not able to proceed at this time and it is recommended that the board resolve for the return of the locally driven initiative (LDI) capital expenditure (Capex) budget and the removal of the work programme line.
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):
   - Heritage Trail
6. The financial performance report compared to budget 2019/2020 is attached. There are some points for the local board to note.

7. Net financial operating performance for the Papakura Local Board area is three percent over budget, with community facilities, active recreation, parks services and full facility contracts overall exceeding budget, mainly in the costs of utilities and response repairs. Locally driven initiatives projects are mostly in progress with no issues reported. Capital spend is well above budget for the quarter, with substantial delivery continuing for growth and renewal programmes.

Ngā tūtohunga
Recommendation/s

That the Papakura Local Board:

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

b) approve the reallocation of $5,000 from the ‘Community Grants (PPK)’ work programme line 346 to the ‘Local Civic Events – Papakura’ work programme line 290 for the proposed upcoming local civic events.

c) note that the Community Facility 2019/2020 work programme and 2020-2022 indicative work programme has been updated to reflect financial deferrals as a part of the Annual Plan process as shown in Attachment C to the report entitled “Auckland Council’s Quarterly Performance Report: Papakura Local Board for quarter one 2019/2020”.

d) approve the amendment to activity description of the Community Facilities 2019 – 2022 work programme activity ‘Karaka Harbourside erosion - renew and extend seawall, drainage and footpath’ SharePoint ID 2423 to state ‘FY21/22 - deliver physical works’.

e) revoke resolution PPK/2018/143, in relation to the McLennan Park pathways projects which read as follows:

   i) $45,000 from the FY2018/2019 Locally Driven Initiatives (LDI) capital expenditure (capex) funds to progress the resource consent for the storage of ‘fill’ from the adjacent Housing New Zealand development.

   ii) $392,689 from the FY2018/2019 Locally Driven Initiatives (LDI) capital expenditure (capex) funds to progress design, resource consenting and physical works phases for the minor connecting pathways 3, 5 & 6 as per the McLennan Park Masterplan.

f) approve the removal of FY2019/2020 Community Facilities work programme line 2448 (originally adopted as part of the work programme in resolution PPK/2019/104). This activity was to carry out the design, consent and physical works for the first stage of the McLennan Park upgrade project, a shared access way from Battalion Drive to Artillery Drive.

Horopaki
Context

8. The Papakura Local Board has an approved 2019/2020 work programme for the following operating departments:

   • Arts, Community and Events;

   • Parks, Sport and Recreation;
9. Work programmes are produced annually, to meet the Papakura Local Board outcomes identified in the three-year Papakura Local Board Plan. The local board plan outcomes are:

- Outcome one: A vibrant and prosperous metropolitan centre
- Outcome two: People in Papakura lead active, healthy and connected lives
- Outcome three: A strong local economy
- Outcome four: Papakura is well-connected and easy to move around
- Outcome five: Treasured for its environment and heritage.

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

<table>
<thead>
<tr>
<th>Papakura Work Programme Activities by Outcome</th>
<th>Number of Activities</th>
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</thead>
<tbody>
<tr>
<td>Treasured for its environment and heritage</td>
<td></td>
</tr>
<tr>
<td>People in Papakura lead active, healthy and connected lives</td>
<td>100</td>
</tr>
<tr>
<td>Papakura is well-connected and easy to move around</td>
<td>20</td>
</tr>
<tr>
<td>A vibrant and prosperous metropolitan centre</td>
<td>10</td>
</tr>
<tr>
<td>A strong local economy</td>
<td>0</td>
</tr>
</tbody>
</table>

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), activities that have significant issues (red) and activities that have been cancelled/deferred/merged (grey).

Graph 2: Work programme by RAG status

12. The graph below shows the activity status of activities in each department’s work programmes. The number of activity lines differ by department as approved in the local board work programmes.

Graph 3: Work programme by activity status and department

Key activity updates from quarter one

13. The Civic Events team delivered two events in quarter one including:
   i) the Opaheke Reserve sod turning with 16 attendees, followed by breakfast at a local café, and
   ii) the Berwyn Reserve playground opening, with approximately 120 people in attendance. Free books and sausage sizzle were distributed to the attendees.

14. There are seven additional local civic events proposed to be held during the financial year: Clarice Reserve playground opening, Cross Street Reserve playground opening, Hingaia Park sod turning, Puhekikiriki Pā sod turning, Evanda Link lighting renewal, Opaheke changing room and toilets opening and Smiths Ave playspace opening. The Civic Events
team have indicated there will be insufficient funds available currently in the Local Civic Events budget line for the delivery of all of these proposed events. The Civic Events team advise that if the board would like these events to be organised the board will need to reallocate $5,000 to the work programme line 290 (Local Civic Events - Papakura). It is proposed this funding may come from the Community Grants (PPK) work programme line 346.

15. The Hawkins Youth Theatre Company delivered two productions, including the largest and most commercial production to date ‘Bugsy Malone’ which was attended by over 600 people. The production strengthened ties between the Hawkins Theatre and the Papakura Theatre Club as a significant number of props, staging and people from the club were utilised.

16. The brass band delivered 46 programmes to 1,419 attendees and participants. Highlights included the combined concert with Howick Brass which was well attended, the youth band’s first public appearance for several years at Lady Elizabeth Home in Takanini, and the Auckland Band Association Regional contest that was held at the Hawkins Theatre in Papakura.

17. The Corner continues to provide opportunities for local activation and development of creative initiatives by providing mentoring and support for young people. They have experienced an increase in activations and engagement following the expansion of operating hours into evenings and Sundays, the launch of a new website with booking capability, the installation of a new performance space, a computer pod, AV editing suite and sound booth, and the establishment of the Young Artists Programme. Staff have supported The Corner to grow their sustainability as an organisation; The Corner Creative Trust has now been incorporated, with a Trust Deed and a Trust Board. The Corner Creative Trust has started its registration process with the Charities Commission. When their charity status is confirmed, they can be funded directly without need for an umbrella organisation.

18. The services of Richard Knott Ltd and Auton & Associates have been retained to support the Commercial Projects Group (CPG). CPG has also agreed to provide grant funding to the Papakura Business Association to promote #livepapakura, provide outside dining licence support and the Marketview retail spend reports. Mott Macdonald has also completed a report on the options for a town centre bypass.

19. Sustainable Papakura were engaged to deliver workshops to support Papakura residents to reduce their waste, with a focus on the annual Plastic Free July national campaign. Forty-six workshops were delivered in quarter one and approximately 500 people participated, including adults and children. In addition to participating in workshop activities, participants are engaged in discussions about waste minimisation and how to reduce household waste. This project will also benefit from an additional $10,000 of funding from regional budgets to enable Sustainable Papakura to expand upon the board funded schedule of workshops.

20. Massey Park Pool Programmes have started off well this quarter. This includes Water Safety for Kauri Flats School, running the walking school bus for Park Estate School, Papakura High School’s training for Waka Ama and starting up the Pataka Kai (food pantry) for the local community. Wave Raves continues to be popular over the past few months, as well as being a popular venue for birthday parties during weekends. Staff have started the process of getting the outdoor pool ready for the early opening of 9 November 2019.

21. Customer satisfaction at Massey Park Pool is measured by regular Net Promotion Score (NPS) surveys. This survey asks how likely the users are to recommend the centre to friends and family. The current score for the centre is 4.8. This rating is an increase of 8.7 per cent compared to quarter four 2018/2019, which is good to see given there were issues in the past around security and safety.

22. The Papakura Leisure Centre reports that stadium numbers have increased due to sports leagues running at full capacity, with 12 teams on both Tuesday and Thursday night. This was achieved by adding value for participants including:

- free gym and group classes during the school holidays
• dedicated court space Wednesday nights from 7pm – 8pm with a $1.00 cost per participant during school holidays
• full facility membership at corporate rate
• a dedicated plaque with term team winner displayed in stadium.

22. The after-school care programme has increased significantly during quarter one with the highest attendance of 145 children in the afternoons.

23. Facility memberships have grown, currently at 810 members. The growth is attributed to the announcement that the facility will be offering 24/7 entry by the end of September. With the ageing population, the centre is planning to introduce Pickleball to the programmes currently running for our Legends (50+) age group which should aid in increased visits by this demographic. Customer satisfaction is measured by regular Net Promotion Score (NPS) surveys. This survey asks how likely the users are to recommend the centre to friends and family. The current score for the centre is 40.00. This rating is an increase of 6.7 per cent compared to quarter four 2018/2019.

23. The community park ranger organised six events including the annual Children’s Forest planting day which was a great success with nearly 60 trees planted for babies born in the area. There were two large planting days with Sustainable Coastlines at Trimdon Esplanade Reserve. Planting was done with scouts at Pahurehure and a weeding and mulch day was held with St Marys School. A community planting day was held at Brylee Reserve. There was a total of 984 volunteer hours recorded and 9,600 plants were planted for the quarter. The Programme Ranger team led a public guided walk at Margans Bush - 10 people.

24. In relation to the McLennan Park pathways projects, the local board has previously resolved to return Local Board Capital Transport Fund budget from this project due to the project looking unlikely to proceed in the short term. Recommendations have been made for the board to resolve as part of the December 2019 business meeting to cancel the project, remove the work programme line and to revoke the previous resolutions relating to the remaining $437,689 LDI Capex budget. Healthy Waters will investigate the technical viability of the project and may approach the board to deliver the project at a future stage.

Activities with significant issues
25. The following work programme activities have been identified as being behind delivery / having significant issues (red status):

• Heritage Trail - The draft heritage interpretation strategy has been developed. The draft concept was presented to the local board in July 2019. The project is on hold while mana whenua are consulted with and their engagement sought. The project was presented at the Parks and Recreation Mana Whenua Forum at the end of August 2019. Mana whenua raised concerns about the project. Project staff are working to come up with a new strategy for engagement.

Activities on hold
26. The following work programme activities have been identified by operating departments as on hold:

• Heritage Trail.

Changes to the local board work programme
Deferred activities
27. These activities are deferred from the 2019/2020 work programme:

• Bottle Top Bay Esplanade - renew car park. Project deferred and scheduled for delivery in future financial years.
• Children's Forest - renew play space. Draft preliminary design has been completed however the condition of the playground does not currently require a renewal. The project has been deferred to future years once it requires renewal.

• Massey Park Aquatic Centre - comprehensive renewal. Funding is FY2021, 2022 and 2023.

• Taaka Reserve - renew play equipment. The condition of the playground does not currently require a renewal. The project has been deferred to future years once it requires renewal.

Cancelled activities

28. These activities are cancelled:

• McLennan Park - upgrade walkway (stage 1). The local board has previously resolved to return the Local Board Capital Transport Fund budget for this project due to the project looking unlikely to proceed in the short term. Recommendations have been made for the board to resolve as part of the December 2019 business meeting to cancel the project, remove the work programme line and to revoke the previous resolutions relating to the LDI Capex budget. Healthy Waters will investigate technical viability of the project and may approach the board to deliver the project at a future stage.

• McLennan Park - renew play space. Project cancelled as this project has been included in the work programme in error. There is no playground to be renewed at McLennan Park.

• Community Lease: 25R Marne Road, Papakura: Marne Rd. Papakura Bowling Club Incorporated. The activity to vary the leased area is no longer required. Bollards have been installed on Ron Keat Drive and the club issued with a key. A variation of the lease area now is not necessary.

Activities merged with other activities for delivery

29. These were no activities reported as having been merged with other activities for efficient delivery.

Tauākī whakaaweawe āhuarangi

Climate impact statement

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

31. 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.

32. 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

33. 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

34. This report informs the Papakura Local Board of the performance for the quarter ending 30 September 2019.

Tauākī whakaaweawe Māori
Māori impact statement

35. Staff completed the funding agreements for Papakura Crimewatch Patrol, Papakura Neighbourhood Support and Papakura Marae Māori Wardens to manage safety issues in the Papakura town centres.

36. Engagement has occurred with mana whenua through participation on the “Māori input into local board decision making project”. The focus in quarter one was on delivering outcomes aligned to the elections. This included:

- supporting rangatahi with key messaging to promote voter participation and collaboration on one-stop-shop events;
- collaboration with internal departments and Papakura Marae to partner effectively with the incoming local board and local Māori;
- use of tikanga and the empowered communities approach for the local board inauguration to be held at Papakura Marae;
- engagement with Mataawaka groups to strengthen relationships and working together on an engagement plan with Te Ora O Manukau for their introduction to the incoming local board;
- relationship building with Papakura Marae through kanohi ki te kanohi (face to face).

Staff new to Papakura have been introduced through the weekly Thursday evening community dinners held at the Marae.

37. Twenty programmes were delivered at the Papakura Art Gallery to 1,122 attendees and participants. 12 of the programmes had specific Māori outcomes. Highlights included the opening exhibition ‘Wilderness, Water and Wind’ by Denise Batchelor as part of Conservation Week - Te Wiki Tiaki Ao Tūroa, and a series of T-Shirt making workshops for Te Wiki O Te Reo Māori.

38. The Papakura Museum delivered 11 programmes, one of which had specific Māori outcomes. These were attended by 3,962 people. Highlights included the opening exhibition celebrating 100 years of Farmers in Papakura that was attended by over 80 people, and the school holiday exhibition in the Military Gallery.

39. The Papakura Pipe Band delivered four programmes, which included 25 programme sessions to 595 participants and attendees. Three programmes had specific Māori outcomes. Highlights included the first Auckland Indoor Drum Solo Contest that was hosted by the Papakura Pipe Band, and delivery of the annual Ceilidh Scottish Dance Night fundraiser which was well attended.

40. Scoping for Matariki community arts programming for 2020 is underway and will be presented to the local board in quarter two.

41. Reo & Rhyme continues to be well received ever since the re-brand to a bilingual English and Te Reo Māori programme one year ago. The average attendance is between 20 to 30 children plus their caregivers.

42. Showcasing artwork from Ngāti Tamaoho in the library and a waka in the foyer provided opportunity for the Papakura community to converse and learn more about Te Ao Māori. Ngā Puawai o Wikitoria Kōhanga Reo received the Waka to Kura programme with five visits from a library van showcasing resources in te reo Māori. Three local kōhanga are receiving monthly library programs.
43. In relation to the Te Kete Rukuruku (Māori naming of parks and places) project, Papakura Local Board confirmed its tranche one park list at a business meeting on 25 September 2019 (resolution number PPK/2019/176). Staff are currently working through the process of identifying the overlapping mana whenua interests so that we can progress this list on to the mana whenua naming stage.

Ngā ritenga ā-pūtea

Financial implications

44. The local board has previously resolved to return the Local Board Capital Transport Fund budget from the Mclennan Park - upgrade walkway (stage 1) due to the project looking unlikely to proceed in the short term. Recommendations have been made for the board to resolve as part of the December 2019 business meeting to cancel the project, remove the work programme line and to revoke the previous resolutions relating to the $437,689 LDI Capex budget. Healthy Waters will investigate technical viability of the project and may approach the board to deliver the project at a future stage.

45. The Civic Events team have advised $5,000 is needed to be transferred to the ‘Local Civic Events – Papakura’ work programme line 290 for proposed upcoming local civic events. It is recommended the board reallocate $5,000 from the ‘Community Grants (PPK)’ work programme line 346 to achieve this.

Financial Performance

46. The Papakura Local Board Q1 Financial report can be found in Appendix B to this report:

- operating Expenditure overall is $98,000 over budget.
- Locally Driven Initiatives (LDI Opex) is $156,000 underspent, however there are no material issues with the work programme progress.
- Asset Based Services (ABS Opex) spend is $360,000 over budget for the quarter as major items include utilities and maintenance of contract facilities, parks services, plus community facilities
- capital expenditure is substantially ahead of budget by $865,000 for the quarter, with most of this work being the continuation of extensive development and renewal projects.

Revised Budget

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

48. 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.

49. 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.

50. 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.

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

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

- SharePoint ID 2423 activity ‘Karaka Harbourside erosion - renew and extend seawall, drainage and footpath’ includes funding deferrals into FY2020/2021 and FY2021/2022. This is due to the need to obtain a resource consent, which was not originally anticipated. This has delayed the delivery. It is recommended that the project activity
description is amended to reflect the new expected delivery timeframe. The proposed amendment has been included in red in Attachment C to this report.

**Risk Adjusted Projects (RAP)**

53. 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.

54. Since approval of the local work programmes in June 2019 investigation and design (including forecasting of delivery) has commenced. As a result, it is possible 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. When this occurs, in order to enable 100 per cent delivery to budget Community Facilities may request approval to progress other projects. At the end of quarter one, there were no additional RAP projects.

**Ngā raru tūpono me ngā whakamaurutanga**

**Risks and mitigations**

55. 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.

56. 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**

57. The local board will receive the next performance update following the end of quarter two, December 2019.
Ngā tāpirihanga
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Ngā kaihaina
Signatories

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<tr>
<th>Author</th>
<th>Victoria Hutt - Senior Local Board Advisor - Papakura</th>
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<tr>
<td>Authoriser</td>
<td>Manoj Ragupathy - Relationship Manager Manurewa &amp; Papakura</td>
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Te take mō te pūrongo
Purpose of the report
1. To seek support from the Papakura Local Board for participation in the Auckland Council Tuia Te Here Tangata 2020 programme.

Whakarāpopototanga matua
Executive summary
2. Tuia Te Here Tangata is an intentional, long-term, intergenerational approach to develop and enhance the way in which rangatahi Māori (Māori youth) contribute to communities throughout New Zealand. The programme looks to build a network of support for rangatahi to help them contribute to their communities through mentorship, local projects and building their leadership capability.

3. The programme was established in 2011, and 2020 will be its tenth year in operation.

4. The 2020 cohort will have an intake of 60 plus rangatahi with over 35 local government organisations participating in the programme.

5. The Tuia programme has confirmed a cap of four participating local boards for the immediate future. The Papakura Local Board has been offered one of these places.

6. Funding of $3,000 has been sourced from the Māori outcomes rangatahi engagement budget to cover costs associated with rangatahi travel to the five wānanga and to contribute to the rangatahi-led community project.

7. The local board is proposing establishing a 2020 Tuia Programme Selection Panel consisting of the local board Māori responsiveness topic leads and the Chief Executive of Ngati Tamaoho Trust with delegated authority to appoint the successful rangatahi.

Ngā tūtohunga
Recommendation/s
That the Papakura Local Board:

a) agree to participate in the 2020 Tuia programme.

b) agree to incorporate the Tuia programme into the Papakura Local Board 2019/2020 and 2020/2021 work programme, noting:
   i) there will be no cost to the local board locally driven initiative operational budget
   ii) funding of $3,000 will be provided from the Māori outcomes rangatahi engagement budget
   iii) the $3,000 funding is to cover rangatahi travel costs and rangatahi-led community project
   iv) the funds will be released to the local board on confirmation of the participating rangatahi (Māori youth).

c) appoint a 2020 Tuia Programme selection panel consisting of the Papakura Māori responsiveness topic leads and the Chief Executive of Ngati Tamaoho Trust with delegated authority to select that rangatahi for the 2020 Tuia programme.
Horopaki Context

8. Tuia Te Here Tangata (Tuia) is a well-established intentional, long-term, intergenerational approach to develop and enhance the way in which rangatahi Māori (Māori youth) contribute to communities throughout New Zealand. The programme aims to build a network of support for rangatahi to help them contribute to their communities through mentorship, local projects and building their leadership capability.

9. The programme was established in 2011. 2020 will be its tenth year in operation. The 2020 cohort will have an intake of upwards of 60 rangatahi with over 35 local government organisations participating in the programme across the country.

10. The Tuia programme exposes the rangatahi to governance, leadership and community opportunities at a national, regional and local level.

11. At a national level these opportunities include networking with other rangatahi from Aotearoa, New Zealand, exposure to mentorship from mayoral mentors and other community leaders, and opportunities to enhance rangatahi understanding of the machinery of government, such as attending events at Parliament. Rangatahi attend up to five wānanga (weekend workshops) across Aotearoa, New Zealand throughout the duration of the programme.

12. At a regional level, shadowing opportunities with council’s Governing Body members, executive and/or senior leadership could also be explored to support better understanding of the functions and services of Auckland Council.

13. At a local level rangatahi will be asked to meet regularly with their local board mentors to receive mentorship, exposure to community initiatives and regular support in delivering their chosen community project. The rangatahi will be asked to contribute 100 hours to their local community throughout their participation in the programme.


Tātaritanga me ngā tohutohu
Analysis and advice

15. Participation in the Tuia programme has multiple benefits for all those involved. From qualitative insights, rangatahi who have participated in the programme gained valuable understanding of machinery of government, political mentorship and contribution to community. Many shared that the benefits of participating in the programme supported deeper understanding of themselves and unique learning experiences based on the kaupapa-Māori framework that the Tuia programme is founded upon.

16. For mentors, including mayoral mentors, some of the qualitative insights suggest many of the mentors gained valuable insights into youth perspectives, and issues and opportunities for rangatahi Māori within their communities that they were previously not aware of. It was also suggested that many of the mentors experienced their own growth and learning. For example, many of the mentees have supported their mentors in building their understanding of te ao Māori, use of te reo Māori and confidence in Māori environments. In many cases the mentorship between mentors and mentees has continue after the programme finished.

The 2020 Tuia programme

17. Local boards that participated in the 2019 pilot are invited to express interest in the 2020 programme and will have priority over the four available places for Auckland. The Papakura Local Board has been offered one of these places.

19. Funding of $3,000 has been sourced from the Māori outcomes rangatahi engagement budget to cover costs associated with rangatahi travel and the rangatahi-led community project.

20. Funds will be transferred to local board budgets on confirmation of participating rangatahi.

21. Tuia recommends recruitment before Christmas 2019 where possible. The process for recruitment is flexible and driven by local teams. A strengthened recruitment process will ensure rangatahi and supporting whanau are clear on the opportunity and commitment and well set up to succeed.

**Tauākī whakaaweawe āhuarangi**

**Climate impact statement**

22. These decisions are procedural in nature and any climate impacts will be negligible.

23. Auckland Council has declared a climate emergency, along with other councils around the country, so there will be opportunities for rangatahi leadership on the issue as part of the programme.

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

**Council group impacts and views**

24. Auckland Council’s participation in the Tuia programme 2020 supports several strategic objectives for the council group including the Mayor’s vision for Auckland to be a world class city and the Auckland Plan 2050 strategic commitments, particularly the Māori Identity and Wellbeing outcome, focus area three: *strengthen rangatahi participation in leadership, education and employment*.

25. The intended outcomes align with the Independent Māori Statutory Board’s Māori Plan rangatahi- focused objectives and the Te Toa Takitini Māori Outcomes portfolio rangatahi goals.

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

**Local impacts and local board views**

26. The objectives of the Tuia programme directly align with the statement “We will support our rangatahi (youth) to develop and grow as leaders….” in the 2017 Papakura Local Board Plan outcome 2: People in Papakura lead active, healthy and connected lives.

27. The local board is proposing establishing a 2020 Tuia Programme Selection Panel consisting of the local board Māori responsiveness topic leads and the Chief Executive of Ngati Tamaoho Trust. The Chief Executive of Ngati Tamaoho Trust agreed to be part of the selection panel when the programme was discussed at the Papakura Local Board supported Maori Input into Local Board Decisionmaking Project group meeting.

28. It is proposed the selection panel will have delegated authority to appoint the successful rangatahi for the 2020 Tuia programme.

**Tauākī whakaaweawe Māori**

**Māori impact statement**

29. It is likely the impacts of the Tuia programme for the council group will contribute positively in supporting the council to meet its Māori responsiveness goals, particularly goal two: effective Māori participation and goal three: strong Māori communities, as the programme delivers clear civic participation and leadership outcomes for Māori at both a regional and local level.
Ngā ritenga ā-pūtea
Financial implications

30. Funding of $3,000 per participating local board will be available from the Māori outcomes rangatahi engagement budget to cover costs associated with rangatahi travel to the five wānanga and to contribute to the rangatahi-led community project.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations

31. The selection process for the 2020 Tuia programme has a tight timeframe given the Christmas shut down period. Confirmation of commitment to the programme is required by 13 December 2019 and selection of the rangatahi participant is required by 12 February 2020.

32. There is a potential risk that the closing deadline will need to be extended should no rangatahi put their names forward. This will impact on timeframes.

33. It is noted that in previous year the commitment of rangatahi to complete the programme has varied based on various factors, such as capacity issues for rangatahi. This will likely be mitigated through effective recruiting processes and better programme coordination at both the regional cohort and local levels.

Ngā koringa ā-muri
Next steps

34. The rangatahi and local board chair will hold their first meeting in February 2020. The ideal is for the first meeting to be held prior to the first Tuia Te Here Tangata wānanga which will take place in March 2020.

35. The induction day for mentors is scheduled for March 2020.

36. The rangatahi attends the first Tuia Te Here Tangata wānanga scheduled to take place in March 2020 in the Waikato.

Ngā tāpirihanga
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<table>
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<tr>
<th>Author</th>
<th>Lee Manaia - Local Board Advisor - Papakura</th>
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<td>Manoj Ragupathy - Relationship Manager Manurewa &amp; Papakura</td>
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EXPLANATION

Toia mai ngā tāonga a ngā mātua tipuna. Tuia i runga, tuia i raro, tuia i roto, tuia i waho, tuia te here tāngata. Ka rongo te pō, ka rongo te ao. Tuia ngā rangatahi puta noa i te motu kia pupū ake te mana Māori motuhake. Ko te kotahitanga te waka e kawe nei te oranga mō ngā whānau, mō ngā hapū, mō ngā iwi. Poipoia te rangatahi, ka puta, ka ora.

The name ‘Tuia’ is derived from a tauparapara (Māori proverbial saying) that is hundreds of years old. This saying recognises and explains the potential that lies within meaningful connections to: the past, present and future; to self; and to people, place and environment.

The word ‘Tuia’ means to weave and when people are woven together well, their collective contribution has a greater positive impact on community. We as a rangatahi (youth) leadership programme look to embody this by connecting young Māori from across Aotearoa/New Zealand - connecting passions, aspirations and dreams of rangatahi to serve our communities well.
Tuia Overview

Tuia is an intentional, long-term, intergenerational approach to develop and enhance the way in which rangatahi Māori contribute to communities throughout New Zealand. We look to build a network of support for rangatahi to help them contribute to their communities. This is done through developing relationships between a diverse range of rangatahi throughout the country that recognises, accepts and celebrates diversity.

Three pou make up the Tuia rangatahi experience:

1. Mentoring
2. Community contribution
3. Wānanga

At a local level, a mayor will select a rangatahi Māori from their district who they will develop a mutually beneficial mentoring relationship with, in order to enhance their ability to contribute well to community. This will happen on a monthly basis, involving both informal meetings and participation at formal occasions. The relationship will also provide both parties with the opportunity to gain a deeper insight into inter-generational issues, cultural values and experiences.

Selected rangatahi will be expected to undertake a 100 hour community contribution project in their respective communities.

Rangatahi will also attend five wānanga in different parts of the country over the year to build networks, obtain support and have exposure to a diverse range of people from across the country.
**Rangatahi Selection**

Who is eligible for the programme and how will they be selected?

The Mayor will select a young Māori using the following criteria.

The rangatahi selected must:

- be aged between 18-25 years old;
- be actively involved in contributing to the wellbeing of their community at some level;
- be able to commit to being involved in this part-time programme of three three-day and two four-day wānanga (leadership forums) over a period of 12 months;
- have support from others to participate in the programme (whānau/hapū/pakeke/employers/community etc.);
- be open minded and willing to contribute to discussions and workshops; and
- be well organised and have the ability to manage their time and commitments effectively.
SELECTION PROCESS

Each participating Mayor in partnership with their community and past rangatahi participant (where applicable) will select the candidate against the criteria outlined on the previous page. Each Mayor will determine what process they deem to be the most effective in order to identify their candidate.

Selection process examples are:

- Personal application (e.g. essay/presentation)
- A nomination and selection process
- A personal choice
- In consultation with community groups
- On the advice of iwi and hapū groupings
- On the advice of the council’s community development advisors

Mayors should consider the following:

- Compatibility (shared interests)
- Gender (may be relevant)
- Connection to the community

NB: A Tuia Mentoring Mayoral Toolkit guide is available and will be distributed to those participating Mayors. This will include a range of strategies and experiences Mayors can use to support the development of their rangatahi.
Papakura Local Board participation in Tuia Te Here Tangata 2020
**Mayoral/Mentor Expectations**

Mayors/mentors who agree to become a mentor recognise the potential this approach has to effect long-term positive change in the life of the rangatahi they are mentoring and through them, many communities around the country.

**Mayors/mentors will be required to:**

- meet with the young person at least once a month;
- involve the young person in community activities that will assist their development as a leader;
- financially support the young person to attend five wānanga (leadership forums) per year. (Domestic transport costs only: approx. $800 - $3000 per year - variance in cost is largely relative to geographical considerations – earlier bookings beneficial);
- attend a one day mentoring training opportunity (optional).

"My participation as a Mayor in the Tuia programme has meant for me a better understanding of the quality of young Māori leaders that we have in Aotearoa. The national network and the types of relationships that are built is amazing to see."

Malcolm Campbell Kawerau District Mayor

**Rangatahi Expectations**

Young people who agree to take part in the programme will make the most of this unique opportunity by participating in all of the planned activities and meetings.

**The young people will commit to:**

- Meet with their Mayor at least once a month;
- Be involved in additional community events at the invitation of the Mayor (where practical);
- Attend three three-day and two four-day wānanga (leadership forums) per year;
- Community contribution project(s) over a 12 month period (approx 100hrs).
Community Contribution

General Guidelines

Hours

- The expected commitment for this is approximately 100 hours for the year, which equates to approx. two hours per week.
- There is no need to record hours of community contribution - the focus is on giving to the community rather than fulfilling a requirement.
- The hours can be made up of many small projects, one large project or a combination.

NB: Many rangatahi are already contributing to their communities - if this is the case for your rangatahi, then those contributions would count towards those 100 hours.

Projects aim/nature

- There are no strict requirements for the aim or nature of the contribution activity. See next page for examples of past community contribution projects.
- The benefits of this is for rangatahi to be able to share their experience, practice new strategies, obtain peer support and demonstrate leadership skills.

Reporting

- While not a formal requirement, some form of reflection about service activities is recommended.
Examples

Jazmin Henare volunteered services weekly to I.H.C health care. Mentoring young people suffering from intellectual disabilities in order to help them adapt to modern technology.

Mentored by Stevie Chadwick Mayor Rotorua 2014.

Bryan Rawiri Lions fertiliser drive for Matamata College netball/ rugby teams and Pohlen hospital being the benefactors of this effort, IHC golf tournament was to create awareness and raise funds for their local Charity. Raising funds for various charitable causes, daffodil day (cancer awareness) and purchasing bibles for developing countries in the south pacific.

Mentored by Jan Barnes Mayor Matamata Piako 2014

Joel Mudford - Re-established the Māori club in his community after a 40 year absence, creating a safe place to learn Te Reo and for Māori in his community to reconnect with their culture.

Mentored by Tracey Collins Mayor Tararua 2017
ANTOINETTE’S STORY

‘I strive to live life to the fullest’

I am privileged and thankful to have been a part of the TUIA kaupapa. The new chapter has encouraged me to stretch further out of my comfort zone, explore new pathways and reignite my passion to learn Te Ao Māori.

The five wānanga that we attend throughout the year encompass five different concepts of learning within Māoritanga. Each wānanga are strategically located and share messages that everyone reflects differently.

The first wānanga TUIA i runga is introducing the meaning of TUIA. What can we do as Rangatahi Māori? Why are we here? Who are we weaving with? Questions and team bonding activities for us to get to know each other. One of the highlights of my trip in Te Kuti was the
history of Kiingitanga. We visited the pā where the first Māori King was chosen with the many chiefs that came together. It was a significant moment for me as it was where my tipuna once stood.

The wānanga that I was most nervous about was the TUIA i roto. We had the choice to share our story and deepen our connection with one another. I am not a confident speaker and the idea of being vulnerable scared me. The tautoko given by my TUIA whānau gave me the courage to step up. When I let my guard down, I couldn’t believe how comfortable I felt afterwards. It is hard to describe the way TUIA creates the safe space for us all to share. I will never forget the growth and connection I made after that wānanga.

Each and every wānanga has given me new learnings to incorporate within either my community, with my whanau, in myself or even in my classroom, as a primary school teacher. My first year with TUIA has been enlightening and now I strive to live life to my fullest, continue to absorb matauranga Māori and empower the rangatahi who are our future.

Antoinette Hapuku-Lambert

Mentored by Sandra Hazelhurst, Hastings Mayor 2018
Mau'i's Story

'Scared but excited'

Over the whole year, this journey has been one of my scariest and most exciting adventures. I remember at the first wānanga, I was completely shocked. Coming from a completely different environment the year before at high school, I was completely out of my comfort zone. I remember at Tahaaroa seeing a packed room full of different people of different ages from different backgrounds. A person like me, who likes his space, who can be a bit nerdy, and at times can be a bit awkward, I thought I was completely out of place. But I was so wrong. The amount of things I have found in common - the passion for community, for Te Ao Māori, and the same obstacles faced has made me feel closer to the Tuia whānau. I honestly feel like I have another whānau in Tuia. The emotionally filled stories shared at Te Araroa, or the feeling of unity and teamwork when we did the community projects in Wellington. I am just amazed at the sheer amount of talent and drive in the rangatahi of this kaupapa. I’ve met talented writers, musicians, artists, performers, academics, leaders, dancers, entrepreneurs and that’s just probably the tip of the iceberg. I’m so glad I didn’t pass up this opportunity to participate this year, or else I honestly don’t think I would end up being the person I am today. I always loved this whakatauki and I think it describes perfectly all of your pursuits and dreams that we rangatahi want to achieve, “Whaia te iti kahurangi, ki te tuohu koe me he maunga teitei.” Ngā mihi, sei gente molto motivata e incredibile.

Mau'i Brennan

Mentored by David Ayers, Waimakariri Mayor 2017
PUAWAI’S STORY

‘Tuia has shaped me’

Trying to describe what Tuia is will never be an easy thing. Perhaps not describing it, describes it quite well. Tuia is an indescribable experience, journey, and vision. It feels like the first breath you take after surfacing from the water. The freedom, the enhancement of mauri, an intake of life and energy. It’s the opportunity to meet a generation who is willing to help carry the load. Tuia allowed me space to breathe. I was no longer alone in my pursuit to help my people. There is a generation rising who are no longer willing to compromise on who we are as indigenous people of Aotearoa. There are rangatahi all over this nation that have and continue to find the courage to stand in the mana of their tūpuna for what is right. If you look broadly, this is an elegant moment of resilience and strength we are witnessing. Change is setting on our horizons as a country and Tuia is conscious of that. Through the weaving together of extraordinary people, deeply meaningful places, moments in time, purpose and vision – Tuia for many, changes not just lives, but the course of generations to come. As the days go on, our voices get louder, clearer, distinct and unwavering. We do not stand as individuals, we stand as 10,000 voices. Ancestors, brothers, sisters, children, the future. Tuia is a vision. It is the hands that are weaving together the harakeke of disconnected generations to their tūpuna. Hands that stretch wide and far until their knuckles go white trying to catch anyone who needs support. Hands that heal. You will never see Tuia wearing a cape, but they will always be there to give you seeds. We are 10,000 growing together. Ko Taranaki e tū tonu nei.

Puawai Hudson

Mentored by Ross Dunlop, South Taranaki 2018
TUIA TIMEFRAMES

2019

November
• Selection Process initiated

December
• Confirmation of commitment to 2020 programme

2020

February
• 12th of Feb - Selection of rangatahi participant confirmed
• First mentoring meeting with Mayor (Can be earlier if preferred)

March
• Wānanga 1: Tuia i Runga (Waikato)
• Mayors mentoring training
• Second mentoring meeting / Community contribution project identified

April
• Third mentoring meeting

May
• Wānanga 2: Tuia i Raro (Christchurch)
• Fourth mentoring meeting

June
• Fifth mentoring meeting

July
• Wānanga 3: Tuia i Roto (Waiariki/Bay of Plenty)
• Sixth mentoring meeting

August
• Seventh mentoring meeting

September
• Wānanga 4: Tuia i Waho (Wellington)
• Eighth mentoring meeting

October
• Ninth mentoring meeting

November
• Wānanga 5: Tuia Te Here Tangata
• Tenth mentoring meeting

December
• Final mentoring meeting for 2020
• Begin selection process for 2021

NB: each Tuia wānanga is held on the first weekend of every second month from March unless otherwise communicated.
**KEY CONTACTS**

**North Island Mentoring Support**  
Haimona Waititi  
haimona@tukaha.com  
027 475 1011

**South Island Mentoring Support**  
Tihou Messenger-Weepu  
tihou.weepu@gmail.com  
022 684 8363

**Registrations / Logistics**  
Kararaina Pahuru  
info@tukaha.com  
021 827 801

**Wānanga Coordinator**  
Rawiri Tapiata  
rawiri@tukaha.com  
022 301 7799
PARTICIPATING MAYORS
2011 - 2019


PARTICIPATING IWI AND ORGANISATIONS
2014 - 2019

Ngāti Ruanui, Ngāti Whātua, Te Whānau-a-Apanui, Ngāti Rehua, Waikato, BGI, St John, Vodafone, Auckland's local boards - Papatoetoe/Otara, Mangere/Otahuhu, Franklin and Papakura local, Horizons regional council, Waikato regional council, Tuikura, Tuia te Tai Poutini, Te Whakatipuranga o Ngā Taonga o Kapiti,
Te take mō te pūrongo

Purpose of the report
1. To provide an opportunity for members to record the achievements of the Papakura Local Board for the 2019 – 2022 political term.

Whakarāpopototanga matua

Executive summary
2. An opportunity to note the achievements of the Papakura Local Board for the 2019 – 2022 political term.

Ngā tūtohunga

Recommendation/s
That the Papakura Local Board:

a) request any new achievements be added to the Papakura Local Board Achievements Register for the 2019-2022 political term.

Ngā tāpirihanga

Attachments
There are no attachments for this report.

Ngā kaihaina

Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Paula Brooke - Democracy Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authoriser</td>
<td>Sarah McGhee - Acting Relationship Manager Manurewa &amp; Papakura, Senior Local Board Advisor Manurewa</td>
</tr>
</tbody>
</table>
Papakura Local Board Workshop Records

File No.: CP2019/19205

Te take mō te pūrongo
Purpose of the report
1. To note the Papakura Local Board record for the workshops held on 18 September 2019, 13 and 20 November 2019.

Whakarāpopototanga matua
Executive summary
2. In accordance with Standing Order 12.1.4, the local board shall receive a record of the general proceedings of each of its local board workshops held over the past month.
3. 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 Papakura Local Board:
a) note the Papakura Local Board Workshop Records held on:
   i) 18 September 2019
   ii) 13 November 2019
   iii) 20 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>Papakura Local Board Workshop Record 18 September 2019</td>
<td>199</td>
</tr>
<tr>
<td>B</td>
<td>Papakura Local Board Workshop Record 13 November 2019</td>
<td>201</td>
</tr>
<tr>
<td>C</td>
<td>Papakura Local Board Workshop Record 20 November 2019</td>
<td>205</td>
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</table>

Ngā kaihaina
Signatories

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

Workshop record of the Papakura Local Board held in the Papakura Local Board Chambers, Papakura Service Centre, 35 Coles Crescent on **Wednesday, 18 September 2019, commencing at 1.05pm.**

**PRESENT**

<table>
<thead>
<tr>
<th>Chairperson</th>
<th>Brent Catchpole</th>
</tr>
</thead>
<tbody>
<tr>
<td>Members:</td>
<td>Felicity Auva’a</td>
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<tr>
<td></td>
<td>Michael Turner</td>
</tr>
<tr>
<td></td>
<td>Bill McEntee</td>
</tr>
<tr>
<td>Apologies:</td>
<td>Katrina Winn</td>
</tr>
<tr>
<td></td>
<td>George Hawkins</td>
</tr>
<tr>
<td>Also present:</td>
<td>Manoj Ragupathy (Relationship Manager)</td>
</tr>
<tr>
<td></td>
<td>Lee Manaia (Advisor, Local Board Services)</td>
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<tr>
<td></td>
<td>Jacqueline Pryor (PA Liaison)</td>
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<tr>
<td></td>
<td>Shelvin Munif-Imo (Engagement Advisor)</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Workshop Item</th>
<th>Governance role</th>
<th>Summary of Discussions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arts, Community and Events Work Programme Update</td>
<td>Oversight and monitoring</td>
<td>Staff provided an update on the Arts, Community and Events work programme.</td>
</tr>
<tr>
<td>Tracey Hainsworth–Fa’aofo (Strategic Broker, Community Empowerment)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dickle Humphries (Specialist Advisor, Community Empowerment)</td>
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<tr>
<td>Vanitha Subramaniam (Specialist Advisor)</td>
<td></td>
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<tr>
<td>Mel Lelo (Youth Empowerment Specialist Advisor)</td>
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<tr>
<td>Ronelle Baker (Ops Manager CEU)</td>
<td></td>
<td></td>
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<tr>
<td>Mary Dawson (Strategic Broker Manager CEU)</td>
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<td></td>
</tr>
<tr>
<td>Workshop Item</td>
<td>Governance role</td>
<td>Summary of Discussions</td>
</tr>
<tr>
<td>---------------</td>
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<td>------------------------</td>
</tr>
</tbody>
</table>
| **Local board general Business**  
Board members | Keeping informed | The board discussed the following items:  
1. Addition of projects to the Risk Adjusted Programme.  
2. Events the board want to have surveyed in order of priority  
3. Neighbourhood Support and Smiths Ave  
4. Papakura Mural Art Trail  
5. Collecting Members Technology and access cards |
| **Community Facilities**  
**Snapshot work programme update**  
Rodrigo Pizarro  
(Manager Project Delivery, Community Facilities) | Oversight and monitoring | Rodrigo provided an update on the Community Facilities work programme. |
| **Parks, Sports and Recreation Work Programme Update**  
Rodrigo Pizarro  
(Manager Project Delivery, Community Facilities)  
**Greg Lowe**  
(Parks and Places Specialist, Parks Services) | Oversight and monitoring | Greg Lowe gave an overview of the benefits / outcomes assessment undertaken of the Harbourside and Karaka Lakes area. |

The workshop concluded at 3.17pm
Papakura Local Board Induction Workshop Record

Induction workshop record of the Papakura Local Board held in the Papakura Local Board Chambers, Papakura Service Centre, 35 Coles Crescent on **Wednesday, 13 November 2019, commencing at 12pm.**

**PRESENT**

<table>
<thead>
<tr>
<th>Chairperson</th>
<th>Brent Catchpole</th>
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<tbody>
<tr>
<td>Members:</td>
<td>Jan Robinson</td>
</tr>
<tr>
<td></td>
<td>Felicity Auva’a (from 12.13pm)</td>
</tr>
<tr>
<td></td>
<td>George Hawkins (from 12.27pm)</td>
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<tr>
<td></td>
<td>Keven Mealamu (from 12.16pm)</td>
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<td></td>
<td>Sue Smurthwaite</td>
</tr>
<tr>
<td>Also present:</td>
<td>Manoj Ragupathy (Relationship Manager)</td>
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<tr>
<td></td>
<td>Victoria Hutt (Senior Advisor)</td>
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<td></td>
<td>Paula Brooke (Democracy Advisor)</td>
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<td></td>
<td>Jacqueline Pryor (PA Liaison)</td>
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<td></td>
<td>Shelvin Muniif-Imo (Engagement Advisor)</td>
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<tr>
<td></td>
<td>Tracey Hainsworth Fa’afo (Strategic Broker)</td>
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<table>
<thead>
<tr>
<th>Workshop Item</th>
<th>Summary of Discussions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Treaty Settlements</td>
<td>Staff provided an overview of treaty settlements and the confidential Te Ākitai Waiohua – Treaty Settlement Proposal.</td>
</tr>
<tr>
<td>John Hutton (Manager Treaty Settlements, Governance)</td>
<td></td>
</tr>
<tr>
<td>Topic area leads</td>
<td>The board had a discussion to decide if the approach of adopting topic leads for work streams would work, and the ground rules necessary to enable the success of this approach. Also discussed were options against adopting topic leads.</td>
</tr>
<tr>
<td>Manoj Ragupathy (Relationship Manager)</td>
<td></td>
</tr>
<tr>
<td>Appointments to external organisations</td>
<td>The board discussed the options for leads to the appointments.</td>
</tr>
<tr>
<td>Manoj Ragupathy (Relationship Manager)</td>
<td></td>
</tr>
<tr>
<td>Local Board Workshop One – Local board work programme and Local Board Agreement</td>
<td>The integrated team presented on their work programme activities aligned to the local board outcomes, for the board feedback.</td>
</tr>
<tr>
<td>Workshop Item</td>
<td>Summary of Discussions</td>
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<tr>
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</tr>
<tr>
<td>Vic Hutt</td>
<td></td>
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<tr>
<td>(Senior Advisor, Papakura Local Board)</td>
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<tr>
<td>Integrated work team:</td>
<td></td>
</tr>
<tr>
<td>• Tracey Hainsworth Fa’afo – Arts, Community and Events (ACE)</td>
<td></td>
</tr>
<tr>
<td>• Rodrigo Pizarro and Karen Marais – Community Facilities (CF)</td>
<td></td>
</tr>
<tr>
<td>• Debra Langton – Parks, Sports and Recreation (PSR)</td>
<td></td>
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<tr>
<td>• Craig Calmcross – Plans and Places</td>
<td></td>
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<tr>
<td>• Gill Pannell – Libraries and Integration</td>
<td></td>
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<tr>
<td>• Steve Branca – BID</td>
<td></td>
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<tr>
<td>• Miriana Knox – Infrastructure and Environment Services (I&amp;ES)</td>
<td></td>
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<tr>
<td>• Faihie Smith – Finance</td>
<td></td>
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<tr>
<td>• Dhaya Haran – The Southern Initiative (TSI)</td>
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</tbody>
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<table>
<thead>
<tr>
<th>Local board general Business</th>
<th>The board discussed the following items:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Board members</td>
<td>• Standing agenda item: updates from members in relation to external organisation meetings / topic area updates.</td>
</tr>
<tr>
<td></td>
<td>• Printing business meeting agendas</td>
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<td></td>
<td>• TUIA Rangatahi Leadership Programme</td>
</tr>
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<td></td>
<td>• Local board stakeholders Christmas morning tea:</td>
</tr>
<tr>
<td></td>
<td>• Sikh Games at Pulman Park on 30 Nov 2019</td>
</tr>
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<td></td>
<td>• Clarice Place Reserve playground opening. 2-4pm Sunday 17 Nov 2019.</td>
</tr>
<tr>
<td></td>
<td>• LGNZ – rule change.</td>
</tr>
<tr>
<td></td>
<td>• Signage at the Tongan Gardens</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CCO introduction - Veolia</th>
<th>Yolanda presented an overview of Veolia’s services and actives in Papakura.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yolanda Oosthuizen</td>
<td></td>
</tr>
</tbody>
</table>
### Workshop Item | Summary of Discussions
---|---
(Auckland Regional Manager, Veolia) |  
**CCO Introduction - Veolia**
**Jody Jackson-Becerra**
(Senior Engagement Advisor, Panuku) | Jody presented an overview of Panuku’s activities, role and engagement.

The workshop concluded at 4.55pm
Papakura Local Board Induction Workshop Record

Induction workshop record of the Papakura Local Board held in the Papakura Local Board Chambers, Papakura Service Centre, 35 Coles Crescent on **Wednesday, 20 November 2019, commencing at 12pm.**

**PRESENT**

**Chairperson:** Brent Catchpole  
**Members:**  
Jan Robinson  
Felicity Auva’a (from 12.06pm until 2.15pm)  
George Hawkins (from 12.18pm)  
Keven Mealamu (from 12.05pm)  
Sue Smurthwaite

**Also present:**  
Victoria Hutt (Senior Advisor)  
Lee Manaia (Advisor, Local Board Services)  
Paula Brooke (Democracy Advisor)  
Jacqueline Pryor (PA Liaison)  
Shelvin Munif-Imo (Engagement Advisor, Local Board Services)

<table>
<thead>
<tr>
<th>Workshop Item</th>
<th>Summary of Discussions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Engagement / working with</strong></td>
<td>Staff provided an overview of the Engagement Advisor role workstream for the boards review and input.</td>
</tr>
<tr>
<td><strong>communities</strong></td>
<td></td>
</tr>
<tr>
<td>Shelvin Munif-Imo (Engagement Advisor)</td>
<td></td>
</tr>
<tr>
<td><strong>Local board general Business</strong></td>
<td>The board discussed the following items:</td>
</tr>
<tr>
<td>Board members</td>
<td>• Standing agenda Item</td>
</tr>
<tr>
<td></td>
<td>• Members away dates over the summer break</td>
</tr>
<tr>
<td></td>
<td>• Making Good Decisions training</td>
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<td></td>
<td>• Constituent Clinics</td>
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<tr>
<td></td>
<td>• Topic Leads and Appointments to External Organisations</td>
</tr>
<tr>
<td><strong>Community Facilities (CF)</strong></td>
<td>Rodney presented an overview of Community Facilities work stream, and introduced key staff to the board.</td>
</tr>
<tr>
<td><strong>introduction</strong></td>
<td></td>
</tr>
<tr>
<td>Rodney Klaassen (Stakeholder Advisor, Community Facilities)</td>
<td></td>
</tr>
<tr>
<td>Rebecca Smidt (Senior Maintenance Coordinator, CF)</td>
<td></td>
</tr>
<tr>
<td>Jenny Young (Community Lease Specialist, CF)</td>
<td></td>
</tr>
<tr>
<td>Workshop Item</td>
<td>Summary of Discussions</td>
</tr>
<tr>
<td>---------------</td>
<td>------------------------</td>
</tr>
</tbody>
</table>
| Rodrigo Pizarro  
(Manager Project Delivery, CF) |  |
| Dolly Shah  
(Asset Performance, CF) |  |
| Parks, Sports and Recreation (PSR) introduction | Debra presented on the Parks Sports and Recreation structure, team and focus in Papakura. |
| Debra Langton  
(Portfolio Manager, Parks, Sports and Recreation) |  |
| Arts, Community and Events (ACE) introduction | The ACE team shared what the Arts, Community and Events team contribute to in Papakura. |
| Tracey Hainsworth Fa’afo  
(Strategic Broker, ACE) |  |
| Christine Waugh  
(Manager Venues for Hire, ACE) |  |
| Ualta Sialii  
(Team Leader Event Facilitation, ACE) |  |
| Janice McCarthy  
(Event Facilitator) |  |
| Theresa Cowley  
(Manager Event Production) |  |
| Small Grants Round One  
2019/2020 | Staff presented the applications for the Small Grants Round One 19/20 for the boards review. |
| Helen Taimarangai  
(Senior Grants Advisor, Treasury) |  |
| Tracey Hainsworth Fa’afo  
(Strategic Broker, ACE) |  |
| Auckland Tourism Events and Economic Development ATEED Tourism introduction | Chris presented an overview of the ATEED Tourism workstream. |
| Chris Lock  
(Senior Strategic Advisor – Local Boards, ATEED) |  |
<table>
<thead>
<tr>
<th>Workshop Item</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Holly Franklin</td>
<td></td>
</tr>
<tr>
<td>(Advisor, External Relations, ATEED)</td>
<td></td>
</tr>
<tr>
<td>Auckland Tourism Events and Economic Development</td>
<td>John presented an overview of ATEED and the economic workstream.</td>
</tr>
<tr>
<td>ATEED introduction</td>
<td></td>
</tr>
<tr>
<td>John Norman</td>
<td></td>
</tr>
<tr>
<td>(Strategic Planning Manager, ATEED)</td>
<td></td>
</tr>
<tr>
<td>Holly Franklin</td>
<td></td>
</tr>
<tr>
<td>(Advisor, External Relations, ATEED)</td>
<td></td>
</tr>
<tr>
<td>The workshop concluded at 4.40pm</td>
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</tr>
</tbody>
</table>
Te take mō te pūrongo
**Purpose of the report**

1. To present to the Papakura Local Board the 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 three months. The Governance Forward Work Calendar for the Papakura Local Board is included in Attachment A to this report.

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 Papakura Local Board:

a) note the Governance Forward Work Calendar as at 26 November 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 three months.

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

11. The council is required to provide 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>A0</td>
<td>Governance Forward Work Calendar - December 2019</td>
<td>213</td>
</tr>
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</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Paula Brooke - Democracy Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authoriser</td>
<td>Sarah McGhee - Acting Relationship Manager Manurewa &amp; Papakura, Senior Local Board Advisor Manurewa</td>
</tr>
</tbody>
</table>
## Papakura Local Board Governance Forward Work Calendar 2019 / 2020

<table>
<thead>
<tr>
<th>Workshop / Business meeting</th>
<th>Date</th>
<th>Topic</th>
<th>Governance Role</th>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>Workshop</td>
<td>11/12/2019</td>
<td>Working together</td>
<td>Engagement</td>
<td></td>
</tr>
<tr>
<td>Workshop</td>
<td>11/12/2019</td>
<td>Heritage Interpretation Papakura</td>
<td>Local initiative / preparing for specific decisions</td>
<td>Define board position and feedback</td>
</tr>
<tr>
<td>Workshop</td>
<td>11/12/2019</td>
<td>General business</td>
<td>Keeping informed</td>
<td></td>
</tr>
<tr>
<td>Workshop</td>
<td>11/12/2019</td>
<td>Smiths Ave seats update</td>
<td>Local initiative / preparing for specific decisions</td>
<td>Define board position and feedback</td>
</tr>
<tr>
<td>Workshop</td>
<td>29/01/2020</td>
<td>Team working session</td>
<td>Engagement</td>
<td></td>
</tr>
<tr>
<td>Workshop</td>
<td>29/01/2020</td>
<td>General business</td>
<td>Keeping informed</td>
<td></td>
</tr>
<tr>
<td>Workshop</td>
<td>5/02/2020</td>
<td>Waste Solutions - food folks pilot</td>
<td>Local initiative / preparing for specific decisions</td>
<td>Define board position and feedback</td>
</tr>
<tr>
<td>Workshop</td>
<td>5/02/2020</td>
<td>To use a manual follow up</td>
<td>Engagement</td>
<td>Define opportunities / potential approach</td>
</tr>
<tr>
<td>Workshop</td>
<td>5/02/2020</td>
<td>Stakeholder groups update - The Papakura Business Association</td>
<td>Keeping informed</td>
<td></td>
</tr>
<tr>
<td>Workshop</td>
<td>5/02/2020</td>
<td>Stakeholder groups update - Papakura Community Crimewatch Patrol</td>
<td>Keeping informed</td>
<td>Check in on performance / inform future directions</td>
</tr>
<tr>
<td>Workshop</td>
<td>5/02/2020</td>
<td>Stakeholder groups update - Neighbourhood Support</td>
<td>Keeping informed</td>
<td>Check in on performance / inform future directions</td>
</tr>
<tr>
<td>Workshop</td>
<td>5/02/2020</td>
<td>Stakeholder groups update - Police plus Whāngai Ngāi Pa Harakeke</td>
<td>Keeping informed</td>
<td>Check in on performance / inform future directions</td>
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<tr>
<td>Workshop</td>
<td>5/02/2020</td>
<td>Stakeholder groups update - Maori Wardens</td>
<td>Keeping informed</td>
<td>Check in on performance / inform future directions</td>
</tr>
<tr>
<td>Workshop</td>
<td>12/02/2020</td>
<td>Southern Initiative 19/20 Work Programme update</td>
<td>Setting direction / priorities / budget</td>
<td>Confirm priorities</td>
</tr>
<tr>
<td>Workshop</td>
<td>12/02/2020</td>
<td>ACE 19/20 Work Programme update</td>
<td>Oversight and monitoring</td>
<td>Check in on performance / inform future directions</td>
</tr>
<tr>
<td>Workshop</td>
<td>12/02/2020</td>
<td>General business</td>
<td>Keeping informed</td>
<td></td>
</tr>
<tr>
<td>Workshop</td>
<td>12/02/2020</td>
<td>Community Facilities monthly update, Takapuna Community Hub and Library update</td>
<td>Keeping informed</td>
<td>Check in on performance / inform future direction</td>
</tr>
<tr>
<td>Workshop</td>
<td>15/02/2020</td>
<td>Arts, Community and Events 2020/2021 Work Programme review</td>
<td>Setting direction / priorities / budget</td>
<td>Confirm priorities</td>
</tr>
<tr>
<td>Workshop</td>
<td>15/02/2020</td>
<td>Business Improvement District 19/20 Work Programme</td>
<td>Oversight and monitoring</td>
<td>Confirm priorities</td>
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<td>Plans and Places 19/20 Work Programme</td>
<td>Oversight and monitoring</td>
<td>Confirm priorities</td>
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<td>Auckland Transport Work Programme update</td>
<td>Oversight and monitoring</td>
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<td>Workshop</td>
<td>15/02/2020</td>
<td>MLES 19/20 Work Programme</td>
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<td>Confirm priorities</td>
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<tr>
<td>Workshop</td>
<td>15/02/2020</td>
<td>Parks, Sports and Recreation 19/20 Work Programme, new boardwalk/coastal walkway around Papakura</td>
<td>Oversight and monitoring</td>
<td>Confirm priorities</td>
</tr>
<tr>
<td>Workshop</td>
<td>15/02/2020</td>
<td>General business</td>
<td>Keeping informed</td>
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</tr>
<tr>
<td>Business Meeting</td>
<td>26/02/2020</td>
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<tr>
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<td>4/03/2020</td>
<td>Panuku quarterly update</td>
<td>Keeping informed</td>
<td>Check in on performance / inform future direction</td>
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<tr>
<td>Workshop</td>
<td>4/03/2020</td>
<td>Work planning update</td>
<td>Oversight and monitoring</td>
<td>Check in on performance / inform future direction</td>
</tr>
<tr>
<td>Workshop</td>
<td>4/03/2020</td>
<td>ATEED qtr update</td>
<td>Oversight and monitoring</td>
<td>Check in on performance / inform future direction</td>
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<tr>
<td>Workshop</td>
<td>4/03/2020</td>
<td>General business</td>
<td>Keeping informed</td>
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<tr>
<td>Workshop</td>
<td>4/03/2020</td>
<td>Play Space draft plan</td>
<td>Local initiative / preparing for specific decisions</td>
<td>Confirm priorities</td>
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<td>4/03/2020</td>
<td>Drury Transport Infrastructure work</td>
<td>Engagement</td>
<td>Review up in progress</td>
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<tr>
<td>Workshop</td>
<td>4/03/2020</td>
<td>Review of the grants programmes for 20/21</td>
<td>Setting direction / priorities / budget</td>
<td>Review up in progress</td>
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<td>Workshop</td>
<td>11/03/2020</td>
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<td>Setting direction / priorities / budget</td>
<td>Check in on performance / inform future direction</td>
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<tr>
<td>Workshop</td>
<td>11/03/2020</td>
<td>Workshop Three - LBA - draft work programmes</td>
<td>Setting direction / priorities / budget</td>
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<td>Workshop</td>
<td>15/03/2020</td>
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<td>15/03/2020</td>
<td>General business</td>
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<td>Oversight and monitoring</td>
<td>Check in on performance / inform future direction</td>
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**Attachment A**  
**Item 35**
<table>
<thead>
<tr>
<th>Workshop Date</th>
<th>Event Description</th>
<th>Purpose</th>
<th>Future Direction</th>
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<tr>
<td>16/03/2020</td>
<td>PSR monthly work programme update</td>
<td>Oversight and monitoring</td>
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<td>25/03/2020</td>
<td>Business Meeting</td>
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<tr>
<td>19/04/2020</td>
<td>Workshop 1: EER - LBA - review consultation feedback</td>
<td>Setting direction / priorities / budget</td>
<td>Confirm budget allocations</td>
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<td>19/04/2020</td>
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<td></td>
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<tr>
<td>19/04/2020</td>
<td>Workshop 2: 2020 Local Board Plan</td>
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<td>Oversight and monitoring</td>
<td>Check on performance / inform future direction</td>
</tr>
<tr>
<td>8/04/2020</td>
<td>ACE WP monthly update</td>
<td>Oversight and monitoring</td>
<td>Check on performance / inform future direction</td>
</tr>
<tr>
<td>8/04/2020</td>
<td>General business</td>
<td>Keeping informed</td>
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</tr>
<tr>
<td>8/04/2020</td>
<td>CT WP monthly update</td>
<td>Oversight and monitoring</td>
<td>Check on performance / inform future direction</td>
</tr>
<tr>
<td>8/04/2020</td>
<td>PSR WP monthly update</td>
<td>Oversight and monitoring</td>
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</tr>
<tr>
<td>15/04/2020</td>
<td>NO WORKSHOP - RECESS WEEK</td>
<td></td>
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</tbody>
</table>
ATTACHMENTS

Item 8.3  Attachment A  Papakura Local Board 4 December 2019 - Deputation - Papakura Marae  Page 217
Our People

- 7 Experinced Board Members
- 5 Managers
- 13 Qualified Caring Clinical Staff
- 28 Passionate Community Kaimahi
- 3 On-foutil Admin Coordinators
- 7 Dedicated Volunteers & Kaumatua

Our Whaanau, Our Services

- 11,663 People access our services every year.
- 3,500 Attend our Papakura Marae Community Events!
- 15,000 Come to the Marae for hui, tangi and celebrations

This includes:

- 1560 Food Parcels
- 29,400 Swabs at 8 Schools with 1470 follow ups
- $46,000 Granted directly to assist whaanau
- 1005 Babies seen as part of Tamariki Ora
- 3095 Enrolled patients and 979 casual

Our Budget Our Funders

- $3.9 m Expected Total Income
- $3.8 m Expected Total Expenses

Dynamic Insights