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

**Date:** Wednesday 11 December 2019  
**Time:** 3.00pm  
**Meeting Room:** Warkworth Town Hall  
**Venue:** 21 Neville Street  
Warkworth

---

**Rodney Local Board**

**OPEN AGENDA**

---

**MEMBERSHIP**

Chairperson  
Phelan Pirrie

Deputy Chairperson  
Beth Houlbrooke

Members  
Brent Bailey  
Steve Garner  
Danielle Hancock  
Tim Holdgate  
Louise Johnston  
Vicki Kenny  
Colin Smith

(Quorum 5 members)

---

Robyn Joynes  
Democracy Advisor - Rodney  
9 December 2019

Contact Telephone: +64 212447174  
Email: robyn.joynes@aucklandcouncil.govt.nz  
Website: www.aucklandcouncil.govt.nz

---

**Note:** The reports contained within this agenda are for consideration and should not be construed as Council policy unless and until adopted. Should Members require further information relating to any reports, please contact the relevant manager, Chairperson or Deputy Chairperson.
<table>
<thead>
<tr>
<th>ITEM</th>
<th>TABLE OF CONTENTS</th>
<th>PAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Welcome</td>
<td>5</td>
</tr>
<tr>
<td>2</td>
<td>Apologies</td>
<td>5</td>
</tr>
<tr>
<td>3</td>
<td>Declaration of Interest</td>
<td>5</td>
</tr>
<tr>
<td>4</td>
<td>Confirmation of Minutes</td>
<td>5</td>
</tr>
<tr>
<td>5</td>
<td>Leave of Absence</td>
<td>5</td>
</tr>
<tr>
<td>6</td>
<td>Acknowledgements</td>
<td>5</td>
</tr>
<tr>
<td>7</td>
<td>Petitions</td>
<td>5</td>
</tr>
<tr>
<td>8</td>
<td>Deputations</td>
<td>5</td>
</tr>
<tr>
<td>8.1</td>
<td>Deputations - Friends of Awa Matakanakana (FOAM)</td>
<td>5</td>
</tr>
<tr>
<td>8.2</td>
<td>Deputations - Pestfree Warkworth</td>
<td>6</td>
</tr>
<tr>
<td>8.3</td>
<td>Deputations - Mahurangi College</td>
<td>6</td>
</tr>
<tr>
<td>8.4</td>
<td>Deputations - One Warkworth Business Improvement District</td>
<td>6</td>
</tr>
<tr>
<td>9</td>
<td>Public Forum</td>
<td>6</td>
</tr>
<tr>
<td>10</td>
<td>Extraordinary Business</td>
<td>6</td>
</tr>
<tr>
<td>11</td>
<td>Grant of a new community lease to The Mahurangi Community Trust with provision for a sub-lease to Fire and Emergency New Zealand at Goodall Reserve, 326 Mahurangi East Road, Snells Beach</td>
<td>9</td>
</tr>
<tr>
<td>12</td>
<td>Renewal and variation of community lease to Albertland &amp; Districts Museum Incorporated for land at Wellsford War Memorial Park, Wellsford</td>
<td>21</td>
</tr>
<tr>
<td>13</td>
<td>Revocation of resolution number RD/2019/117 relating to the variation of lease to Wellsford Tennis Club Incorporated to record the partial surrender of its lease area at Wellsford Centennial Park and replacement resolution</td>
<td>33</td>
</tr>
<tr>
<td>14</td>
<td>Proposed One Warkworth Business Association Inc BID establishment project</td>
<td>49</td>
</tr>
<tr>
<td>15</td>
<td>Development of playground - Milldale subdivision - Stage 1b, Pine Valley</td>
<td>57</td>
</tr>
<tr>
<td>16</td>
<td>Auckland Transport update December 2019</td>
<td>61</td>
</tr>
<tr>
<td>17</td>
<td>New road name in the Terry Sun subdivision at 296 Amreins Road, Taupaki</td>
<td>81</td>
</tr>
<tr>
<td>18</td>
<td>Annual Budget 2020/2021 consultation</td>
<td>89</td>
</tr>
<tr>
<td>20</td>
<td>Elected Members Expense Policy 2019</td>
<td>111</td>
</tr>
<tr>
<td>21</td>
<td>Local Board representation on the Rural Advisory Panel</td>
<td>121</td>
</tr>
<tr>
<td>22</td>
<td>Local Board Representative on the Auckland Council Hauraki Gulf Political Reference Group</td>
<td>133</td>
</tr>
<tr>
<td>23</td>
<td>Approving the the appointment of project leads for the Rodney Local Board</td>
<td>135</td>
</tr>
<tr>
<td>24</td>
<td>Adoption of a business meeting schedule</td>
<td>147</td>
</tr>
<tr>
<td></td>
<td>Section</td>
<td>Page</td>
</tr>
<tr>
<td>---</td>
<td>----------------------------------------------------------------</td>
<td>------</td>
</tr>
<tr>
<td>25</td>
<td>Deputations and public forum update</td>
<td>149</td>
</tr>
<tr>
<td>26</td>
<td>Governance forward work calendar</td>
<td>151</td>
</tr>
<tr>
<td>27</td>
<td>Consideration of Extraordinary Items</td>
<td></td>
</tr>
</tbody>
</table>
1 Welcome

2 Apologies

An apology from Member T Holdgate has 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 Rodney Local Board:

a) confirm the extraordinary minutes of its meeting, held on Tuesday, 5 November 2019 and the extraordinary minutes of its meeting, held on Wednesday, 20 November 2019, including the confidential section, 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 Rodney 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 - Friends of Awa Matakana (FOAM)

Te take mō te pūrongo
Purpose of the report

1. Friends of Awa Matakana have requested a deputation to inform the local board of its activities.

Ngā tūtohunga
Recommendation/s

That the Rodney Local Board:

a) thank Mr Collins from Friends of Awa Matakana for his presentation.
8.2 Deputation - Pestfree Warkworth

Te take mō te pūrongo
Purpose of the report
1. Pestfree Warkworth have requested a deputation to update the local board on progress towards creating a pest free Warkworth.

Ngā tūtohunga
Recommendation/s
That the Rodney Local Board:
a) thank Mr Williams from Pestfree Warkworth for his deputation.

8.3 Deputation - Mahurangi College

Te take mō te pūrongo
Purpose of the report
1. Colin Binsted from Mahurangi College requested a deputation to present the Mahurangi College Annual Report to the local board.

Ngā tūtohunga
Recommendation/s
That the Rodney Local Board:
a) thank Mr Binsted from Mahurangi College for his presentation.

8.4 Deputation - One Warkworth Business Improvement District

Te take mō te pūrongo
Purpose of the report
1. Mark Macky has requested a deputation to update the local board on progress of the One Warkworth Business Improvement District establishment.

Ngā tūtohunga
Recommendation/s
That the Rodney Local Board:
a) thank Mr Macky from One Warkworth Business Association for his presentation.

9 Public Forum

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

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.”
Te take mō te pūrongo

Purpose of the report

1. To grant a new community lease to The Mahurangi Community Trust with provision for a sub-lease to Fire and Emergency New Zealand at Goodall Reserve, 326 Mahurangi East Road, Snells Beach.

Whakarāpopototanga matua

Executive summary

2. The Mahurangi Community Trust occupies a parcel of land (1033m²) at Goodall Reserve, Snells Beach under the terms of a community ground lease entered into with the former Rodney District Council. The community lease commenced 1 March 2000, providing for one term of 19 years expiring 28 February 2019. The trust sub-lease its building to Fire and Emergency New Zealand.

3. The underlying land is held in fee simple by Auckland Council and is subject to the requirements of the Local Government Act 2002. As such, Auckland Council has publicly notified and engaged with iwi on the proposed new community lease.

4. In addition to the portion of Goodall Reserve occupied under the existing community lease, The Mahurangi Community Trust also occupies a portion of land adjacent to the lease area on which it has constructed a helipad and parking. The helipad and parking are integral to search and rescue and general emergencies which are the primary activities at The Mahurangi Community Trust's adjoining building operating as a fire station.

5. The Mahurangi Community Trust helipad and parking are situated on land classified as recreation reserve and subject to the requirements of the Reserves Act 1977. As this classification does not legally support the trust's activities, Auckland Council has reclassified the portion of land occupied by The Mahurangi Community Trust from recreation reserve to local purpose (helipad and parking) reserve.

6. The Mahurangi Community Trust has formally applied to council for a new community lease as follows:

<table>
<thead>
<tr>
<th>Legal description</th>
<th>Square metres</th>
<th>Land status</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Part Lot 3 DP 114828</td>
<td>1033 (more or less)</td>
<td>Held in fee simple by Auckland Council and subject to the requirements of the Local Government Act 2002</td>
<td>The trust’s building and associated improvements are situated on this land. Council has publicly notified the lease proposal for this parcel.</td>
</tr>
</tbody>
</table>
Rodney Local Board
11 December 2019

<table>
<thead>
<tr>
<th>Legal description</th>
<th>Square metres</th>
<th>Land status</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Section 1 Survey Office Plan 530069</td>
<td>549 (more or less)</td>
<td>Held in fee simple by Auckland Council and subject to the requirements of the Reserves Act 1977</td>
<td>The trust’s helipad and parking are situated on this area. As this land has recently been reclassified from recreation reserve to local purpose (helipad and parking) reserve, there is no requirement to publicly notify a community lease over this parcel.</td>
</tr>
</tbody>
</table>

7. The ‘required use’ under the lease agreement will be for Fire and Emergency Services Station. In this instance, the consequential community benefit is obvious. As such, The Mahurangi Community Trust is not required to have a community outcomes plan appended as a schedule to its lease agreement.

8. This report recommends that the Rodney Local Board grant a new community lease to The Mahurangi Community Trust with provision for a sub-lease to Fire and Emergency New Zealand on portions of land at Goodall Reserve comprising 1033 square metres (more or less) legally described as Part Lot 3 DP 114828 and 549 square metres (more or less) legally described as Section 1 SO 530069.

**Ngā tūtohunga**

**Recommendation/s**

That the Rodney Local Board:

a) grant a new community lease to The Mahurangi Community Trust with provision for a sub-lease to Fire and Emergency New Zealand on land at Goodall Reserve, 326 Mahurangi East Road, Snells Beach comprising 1582 square metres (more or less) which consists of 1033 square metres on the parcel legally described as Part Lot 3 DP 114828 and a 549 square metre portion on the parcel legally described as Section 1 SO 530069 (Attachment A to the agenda report) subject to the following terms and conditions:

i) term – 10 years with one right of renewal for 10 years commencing 1 January 2020

ii) rent - $1.00 per annum if demanded

iii) all other terms and conditions will be in accordance with Auckland Council Community Occupancy Guidelines 2012, the Reserves Act 1977 and the Local Government Act 2002.

b) note that The Mahurangi Community Trust is not required to have a community outcomes plan appended as a schedule to its lease agreement.
Horopaki

Context

9. This report considers community leasing matters with respect to The Mahurangi Community Trust’s (the trust) occupation of portions of land at Goodall Reserve.

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

Tātaritanga me ngā tohutohu

Analysis and advice

Land and current community lease to The Mahurangi Community Trust

11. Goodall Reserve is located on the corner of Hamatana and Mahurangi East Roads, Snells Beach. In 1993 the former Rodney District Council satisfactorily completed the required statutory processes to revoke the Reserves Act status from a small portion of Lot 3 DP 114828 comprising 1033 square metres sited at the south-eastern boundary at 326 Mahurangi Road.

12. This is the 1033 square metre portion occupied by the trust under its current community lease. The trust’s community lease commenced 1 March 2000 providing for one term of 19 years expiring 28 February 2019. The lease agreement is holding over on a month-by-month basis. The trust owns its building and all associated improvements on the land and sub-lease its building to Fire and Emergency New Zealand.

New community lease

13. The trust has formally applied to council for a new community lease with provision for a sub-lease to Fire and Emergency New Zealand for its entire area occupied shown in Attachment B to the agenda report and detailed in the table below:

<table>
<thead>
<tr>
<th>Legal description</th>
<th>Square metres</th>
<th>Relevant statute issued under</th>
</tr>
</thead>
<tbody>
<tr>
<td>Part Lot 3 DP 114828</td>
<td>1033 (more or less)</td>
<td>Local Government Act 2002</td>
</tr>
<tr>
<td>Section 1 Survey Office Plan 530069</td>
<td>549 (more or less)</td>
<td>Section 61(2A)(a) of the Reserves Act 1977</td>
</tr>
</tbody>
</table>

Public notification and iwi engagement

14. The Goodall Reserve Management Plan adopted November 2006 contemplates the community lease to the trust for the 1033 square metres of land (its current lease area). However, as this portion of the reserve is subject to the requirements of the Local Government Act 2002, the new community lease proposed for this portion was publicly notified under section 138 and engagement undertaken with iwi under section 81 of the Act.

15. To meet the statutory requirements, public notices were placed in the Rodney Times on 9 July and 16 July 2019, respectively and the Mahurangi Matters on 17 July 2019. The proposal was also advertised on the Auckland Council website. Submitters were allowed one calendar month to make submissions or objections to the proposal. During this period, no submissions or objections were received.

16. The 549 square metre portion of the lease area over the parcel of land recently reclassified from recreation reserve to local purpose (helipad and parking) reserve is exempt from public notification.
Item 11

Grant of a new community lease to The Mahurangi Community Trust with provision for a sub-lease to Fire and Emergency New Zealand at Goodall Reserve, 326 Mahurangi East Road, Snells Beach

The Mahurangi Community Trust

17. The Mahurangi Community Trust was formed in 2000 as a not-for-profit registered charitable trust. The trust was set up to build and administer a community-owned building which was to be sub-leased to the (then) Fire Service (now called Fire and Emergency New Zealand) to enable it to provide a fire, emergency and first responder service in the area covered by the trust from Sandspit to Martins Bay and Scotts Landing.

18. The local community is dependent on Fire and Emergency New Zealand continuing to provide its service.

19. The trust has seven members, all volunteers who meet regularly to oversee the administration of the building and ensure the requirements of the trust deed are being met.

Tauākī whakaaweawe āhuarangi

Climate impact statement

20. The designated impact level of the recommended decision on GHG emissions is “no impact” because the proposal continues an existing activity and does not introduce new sources of emissions.

21. Climate change has an unlikely potential to impact the term proposed because the site does not sit directly within a flooding zone of a one-in-100 year rainstorm event by river or surface flooding (Attachment C to the agenda report).

Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera

Council group impacts and views

22. Staff from council’s community empowerment unit supports the proposed new community lease to the trust from a community empowerment and safety perspective “essential community service and its smooth operation”.

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

Local impacts and local board views

23. A proposed new community lease to the trust is contained within the list of community leasing projects (line item 1281) on the 2018/2019 Community Facilities, Community Leasing Work Programme as approved by the Rodney Local Board at its business meeting of 21 June 2018 (resolution number RD/2018/86).

24. At its business meeting of 18 April 2019, the Rodney Local Board resolved to approve public notification and engagement with iwi about the proposed new community lease (resolution number RD/2019/32).

25. The recommendations in this report support the Rodney Local Board Plan 2017 outcome of ‘communities are influential and empowered’.

Tauākī whakaaweawe Māori

Māori impact statement

26. Engagement about the proposal with iwi identified as having an interest in land in the Rodney Local Board geographical area was undertaken. Engagement involved:

- a presentation at the mana whenua north-west forum, held at Orewa on 1 May 2019 (at which time a number of iwi representatives in attendance deferred their interests to Ngāti Manuhiri)

- email contact containing detailed information and inviting iwi representatives to hui and or for a Kaitiaki site visit to comment on any spiritual, cultural or environmental impact with respect to the proposal.
27. During the email contact component of the engagement process, iwi representatives did not raise any specific concerns about the reclassification or the new lease.

Ngā ritenga ā-pūtea
Financial implications
28. The costs associated with public notification and engagement with iwi about council’s intention to grant a new community lease were approximately $600.00. This cost was borne by the Community Facilities Department.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations
29. Should the Rodney Local Board resolve not to approve the new community lease this decision may:
   - preclude the trust from undertaking its core responsibilities including the provision of premises for fire, emergency and first responder services
   - increase Auckland Council’s maintenance requirements in terms of maintaining and renewing the trust’s improvements.

Ngā koringa ā-muri
Next steps
30. Council staff will prepare the lease agreement for signing and sealing by the trust and subsequent execution by council acting under delegated authority.

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1</td>
<td>GIS aerial view of a portion of land at Goodall Reserve showing lease area to The Mahurangi Community Trust</td>
<td>15</td>
</tr>
<tr>
<td>B1</td>
<td>GIS aerial view of a portion of land at Goodall Reserve showing indicative land parcels</td>
<td>17</td>
</tr>
<tr>
<td>C1</td>
<td>GIS aerial view from Auckland Council's Hazard Viewer</td>
<td>19</td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Authorisers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Karen Walby - Community Lease Advisor</td>
<td>Rod Sheridan - General Manager Community Facilities</td>
</tr>
<tr>
<td></td>
<td>Lesley Jenkins - Relationship Manager</td>
</tr>
</tbody>
</table>
Attachment A
GIS aerial view of a portion of Goodall Reserve showing the lease area
to The Mahurangi Community Trust outlined in red on parcels of land
described as Part Lot 3 DP 114828 and Section 1 Survey Office Plan 530069
Attachment B
GIS aerial view of a portion of Goodall Reserve located at 326 Mahurangi East Road showing indicatively, the land parcels legally described as:
- Part Lot 3 DP 114828 (outlined in green)
- Section 1 Survey Office Plan 530069 (outlined in blue).
Attachment C
GIS aerial view from Auckland Council’s Hazard Viewer showing The Mahurangi Community Trust lease area on Goodall Reserve, in relation to flood plains and flood prone areas.
Renewal and variation of community lease to Albertland & Districts Museum Incorporated for land at Wellsford War Memorial Park, Wellsford

File No.: CP2019/19700

Te take mō te pūrongo
Purpose of the report
1. To grant the renewal and variation of the community lease to Albertland & Districts Museum Incorporated for land at Wellsford War Memorial Park, 15 Port Albert Road, Wellsford.

Whakarāpopototanga matua
Executive summary
2. The Albertland & Districts Museum Incorporated has a community lease with council for land at Wellsford War Memorial Park. The lease commenced 1 April 1987 for one term of 33 years expiring 31 March 2020. The lease provides for a right of renewal for an additional 33 years effecting final expiry on 31 March 2053.

3. The museum society has formally applied to council to exercise its right of renewal of community lease. A variation of the lease agreement is required to record the following:
   - that the underlying land is held by the Crown through the Department of Conservation and only vested, in trust, in Auckland Council and as such, may be identified in future years for treaty settlement
   - Auckland Council’s Smoke Free Policy 2017 – 2025 Implementation Plan that included a commitment to inserting a smoke-free compliance in all community lease agreements as they come up for renewal.

4. This report recommends that the Rodney Local Board grant Albertland & Districts Museum Incorporated a renewal and variation of its community lease in accordance with the current lease agreement dated 1 June 1987.

Ngā tūtohunga
Recommendation/s
That the Rodney Local Board:

a) grant a renewal and variation of the community lease between the former Rodney County Council and Albertland & Districts Museum Incorporated dated 1 June 1987 for 1499 square metres of land at Wellsford War Memorial Park, 15 Port Albert Road, Wellsford, legally described as Lot 1 DP 118474 (Attachment A to the agenda report) subject to the following terms and conditions:
   i) term – 33 years commencing 1 April 2020
   ii) rent - $10.00 plus GST per annum if demanded
   iii) inclusion of a clause prohibiting all users of the facility from smoking within the leased area
   iv) inclusion of a clause to record that Lot 1 DP 118474 is owned by the Crown through the Department of Conservation and only vested in council, in trust for local purpose (museum) purposes and may be identified in future years for treaty settlement
   v) all other terms and conditions will accord with the current lease agreement dated 1 June 1987.
Horopaki
Context

5. This report considers the leasing issues with respect to Albertland & Districts Museum Incorporated occupation of Lot 1 DP 118474, comprising 1499 square metres at Wellsford War Memorial Park, 15 Port Albert Road.

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

Tātaritanga me ngā tohutohu
Analysis and advice

Land, improvements, community lease and right of renewal

7. The land occupied by Albertland & Districts Museum Incorporated at Wellsford War Memorial Park, 15 Port Albert Road is legally described as Lot 1 DP 118474, comprises 1499 square metres and is contained in Record of Title NA68A/729.

8. Lot 1 DP 118474 is currently held by the Crown through the Department of Conservation as a classified local purpose (museum) reserve and is subject to the provisions of the Reserves Act 1977. Lot 1 DP 118474 is vested in Auckland Council, in trust, for the above purpose.

9. In 1987, the former Rodney County Council granted Albertland & Districts Museum Incorporated a community lease for land at Wellsford War Memorial Park for the purpose of establishing and maintaining a museum. The museum is well maintained and managed.

10. The lease commenced 1 April 1987 for one term of 33 years expiring 31 March 2020. The lease provides for a right of renewal for an additional 33 years from 1 April 2020, effecting final expiry on 31 March 2053.

11. There are three pre-conditions to the renewal which have been satisfied and are detailed in the table below:

<table>
<thead>
<tr>
<th>Pre-conditions</th>
<th>Satisfaction</th>
</tr>
</thead>
<tbody>
<tr>
<td>That the lessee (Albertland &amp; Districts Museum Incorporated) has not been in breach of the terms of its lease agreement.</td>
<td>The lessee has met the terms contained within its lease agreement.</td>
</tr>
<tr>
<td>That the lessee gives the lessor (council) notice not more than six months or less than three months before the expiration of the current term that it wishes to exercise its right of renewal provided for under the lease.</td>
<td>In November 2019, the lessee formally applied to council as lessor to exercise its right of renewal.</td>
</tr>
<tr>
<td>That in the opinion of the lessor, the lease area is not required for other purposes.</td>
<td>Council’s community leasing staff sought feedback from community policy and planning staff about the proposal. The feedback included; &quot;no problems, there is adequate open space provision within the local network.&quot;</td>
</tr>
</tbody>
</table>
Requirements for a variation to the current lease agreement

12. In 2017 Auckland Council adopted a Smokefree Policy 2017 – 2025 Implementation Plan that included a commitment to inserting a smokefree compliance clause in all community lease agreements as they come up for renewal (a clause has been included in all new lease agreements since that time). The clause means that all users of the facility would not smoke within the lease area.

13. The land occupied by Albertland & Districts Museum Incorporated is currently held by the Crown through the Department of Conservation and only vested in Auckland Council, in trust. As such, the land may be identified in future years for treaty settlement. The inclusion of a clause in the deed of renewal and variation to document Crown ownership will create a permanent record.

Albertland & Districts Museum Incorporated

14. Albertland & District Museum Incorporated was incorporated under the Incorporated Societies Act 1908 on 13 September 1985 and changed its name to Albertland & Districts Museum Incorporated on 9 September 2003.

15. Contained within the museum society’s constitution, its objectives include:
   - The preservation of objects of local, historical and general interest, exhibiting and preserving the various historical Māori and old colonial artifacts, works of art, photographs, antiques and the like
   - Fostering interest in Port Albert and Wellsford and their surrounding districts and histories (in particular pertaining to the “Albertland” area).

16. On 25 June 2019, council staff undertook a site visit and met with key representatives for Albertland & Districts Museum Incorporated to discuss the renewal of the community lease. Also discussed was the museum society’s plans to make additions and alterations to its existing building within its lease area.

17. In November 2019, the museum society submitted its application to council for a renewal of its community lease. Within the application is a formal letter which provides details on its history, activities, the committed group of volunteers as well as the museum’s strong management team and committee (Attachment B to the agenda report).

18. The renewal of the community lease (obtaining security of tenure) is the necessary first step for the museum society to progress with its plans to expand its museum. Council staff will workshop and report to the Rodney Local Board about any future landowner approval and landlord consent as required and appropriate.

Tauākī whakaaweawe āhuarangi
Climate impact statement

19. The designated impact level of the recommended decision on Green House Gas emissions falls within the “no impact” category because the proposal continues an existing activity and does not introduce new sources of emissions.

20. Climate change has an unlikely potential to impact the term proposed because the site does not sit directly within a flooding zone of a one-in-100 years rainstorm event by river or surface flooding (Attachment C to the agenda report).

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

21. Council staff sought feedback from wider council teams on the renewal of the lease as detailed in the table below:
Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe
**Local impacts and local board views**

22. At its business meeting of 20 June 2019, the Rodney Local Board approved the 2019 – 2022 Community Facilities Work Programme which included community leases. “Process a renewal of the ground lease to Albertland & Districts Museum Incorporated” is listed as line item ID 1365 in Attachment B to the 20 June 2019 report (resolution number RD/2019/71).

23. The proposed renewal of the community lease to Albertland & Districts Museum Incorporated supports outcomes from the 2017 Rodney Local Board Plan as follows:
  - Communities are influential and empowered
  - Arts and culture is vibrant and strong.

**Tauākī whakaaweawe Māori**

**Māori impact statement**

24. Albertland & Districts Museum Incorporated is kaitiaki (guardian or steward) to a collection of Māori taonga (anything considered to be of value including socially or culturally valuable objects) and memorabilia.

25. The whare taonga (museum) holds extensive land records and unpublished research manuscripts from the E.S. Brookes Jnr collection relating to “Māori antiquities and from whence they came”. Much of this research was carried out in the 1860s with the (then) aging Māori Chiefs of the Kaipara.

26. Researchers from Te Uri o Hau work closely with the museum society. Similarly, relationships between members of the museum society and local whānau sealed by whakapapa (genealogy, genealogical table, lineage, descent) ensures understanding and mutual respect for both cultures.

27. A clause will be included in the renewal and variation of the lease agreement to document that Lot 1 DP 118474 at Wellsford War Memorial Park is owned by the Crown through the Department of Conservation and only vested in trust in the council. As such, the land may be identified in future years for treaty settlement.

Ngā ritenga ā-pūtea

**Financial implications**

28. There is no direct cost to council associated with the renewal and variation of the lease.
Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations

29. As Albertland & Districts Museum Incorporated has met the pre-conditions to the renewal term provided for in its community lease with council, should the Rodney Local Board resolve not to grant the renewal, this may be viewed as a lack of good faith. Secondly, refusal to grant the renewal without good reason would constitute a breach of contractual obligations by council as lessor.

30. Similarly, the decision by the local board would preclude the museum society from obtaining security of tenure it needs to progress its proposed plans to expand its museum.

Ngā koringa ā-muri
Next steps

31. Subject to the Rodney Local Board granting the Albertland & Districts Museum Incorporated a renewal and variation of its community lease, council staff will draft up the necessary deeds for signing and sealing by the museum society and subsequent execution by council.

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>GIS aerial view showing community lease area to Albertland &amp; Districts Museum Incorporated at Wellsford War Memorial Park</td>
<td>27</td>
</tr>
<tr>
<td>B</td>
<td>Albertland &amp; Districts Museum Incorporated cover letter to support its application</td>
<td>29</td>
</tr>
<tr>
<td>C</td>
<td>GIS aerial view from Auckland Council's Hazard Viewer showing the flood plains and flood prone areas in relation to the lease area</td>
<td>31</td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td></td>
</tr>
<tr>
<td>Karen Walby - Community Lease Advisor</td>
<td>Rod Sheridan - General Manager Community Facilities</td>
</tr>
<tr>
<td>Lesley Jenkins - Relationship Manager</td>
<td></td>
</tr>
</tbody>
</table>
Attachment A
GIS aerial view showing community lease area to Albertland & Districts Museum Incorporated on land at Wellsford War Memorial Park, 15 Port Albert Road, Wellsford outlined in aqua and marked “A” on land legally described as Lot 1 DP 118474 comprising 1499 square metres (more or less)
Attachment B
Albertland & Districts Museum Incorporated cover letter from its formal application to council for a renewal of its community lease received by council on 13 November 2019

12 September 2019

Ms Karen Walfy
Community Lease Specialist
Rodney Local Board
Auckland Council

Dear Karen

On behalf of the Albertland and Districts Museum Inc (Albertland Heritage Centre) I am formally requesting to exercise the right of renewal of our lease for a further 33 years commencing 1st April 2020, as provided for under clause 23 of its existing community lease with Auckland Council dated 1st June 1987.

The Albertland Museum and Heritage Centre has faithfully adhered to the terms and conditions outlined in the lease document and in fact has not been in breach of any said terms and conditions with Auckland Council.

The Council arts and culture objectives include that community spaces are used by a diverse range of people and groups that communities lead the management of these spaces and that art and culture is a normal part of community life. The Albertland Heritage Centre lives and breathes these objectives and has done so since the idea of a museum to store, preserve and exhibit artefacts unique, or at least peculiar to, this small corner of greater Auckland, was first broached by members of this community back in 1962.

The Albertland Special Settlement of the 1860s story is an exclusive piece of history in itself. The original Museum was a private collection of Edwin Stanley Brooke’s family housed upstairs at Minniesdale House, Wharehine. When the family sold the property the collection was gifted to the Albertland Museum and housed underneath the Rodney District Council owned grandstand at the Port Albert Recreation grounds.

Local Albertland families donated items to the Museum thus demanding a bigger building and the move to the present site saw the construction and opening of the current Museum on council owned land within Memorial Park.
Te Papa Tongarewa have recognised and commented that our collections are an irreplaceable piece of New Zealand’s history. Included are original letters of interested parties wishing to join the scheme (dated 1861 onwards), Shaw Saville tickets of passage from London to Auckland by sailing ship, the complete photographic collection of 8000 glass plates from the Harold Marsh collection dated 1890 through to 1946, Maori Taonga and a library collection of old books dating back to mid-1700.

As well extensive family records and original land ownership deeds, the Museum holds handwritten manuscripts of early pioneer life by Edwin Staley Brookes Jnr. The latter are in the process of being digitised and transcribed for preservation by a team of dedicated volunteers.

Over the last 10 years we have seen close on 10,000 visitors (1000 average per year). Along with tourists many are Albertland descendants currently living overseas.

The Museum is staffed by a committed group of volunteers with a strong management team and committee. The building is well presented with attractive exterior murals depicting early settler lifestyles.

I trust you will consider this renewal favourably and look forward to hearing from you.

Yours faithfully,

[Signature]

Mark Enticott
For the Albertland Heritage centre.
Attachment C
GIS aerial from Auckland Council’s hazard viewer showing flood plains and flood prone areas in relation to the community lease area to Albertland & Districts Museum Incorporated.
Revocation of resolution number RD/2019/117 relating to the variation of lease to Wellsford Tennis Club Incorporated to record the partial surrender of its lease area at Wellsford Centennial Park and replacement resolution

File No.: CP2019/19866

Te take mō te pūrongo
Purpose of the report
1. To revoke resolution number RD/2019/117 relating to the variation of lease to Wellsford Tennis Club Incorporated to record the partial surrender of its lease area at Wellsford Centennial Park.

2. To make a replacement resolution approving the Wellsford Tennis Club Incorporated’s two-stage surrender of its entire lease area with council.

Whakarāpopototanga matua
Executive summary
3. At its business meeting of 19 September 2019, the Rodney Local Board resolved to approve the variation of the community lease to Wellsford Tennis Club Incorporated to record the partial surrender of its lease area, effective 12 July 2018 (resolution number RD/2019/117). The portion of its lease subject to the Wellsford Tennis Club Incorporated surrender in July 2018 included the following improvements:
   - the four tennis courts and associated metal fencing
   - auxiliary concreted areas and retaining walls
   - timber fencing and small garden area.

4. On 14 November 2019, the Wellsford Tennis Club Incorporated formally advised council of its intention to surrender the entirety of its lease area (the addition of the pavilion being the only remaining improvement from the July 2018 surrender).

5. In order to correctly document the Wellsford Tennis Club Incorporated occupation of its pavilion after the handover of its courts and other associated improvements to council, council staff must draft a deed of surrender recording the subject areas and the two dates of surrender, respectively.

6. This report recommends that the Rodney Local Board revoke resolution number RD/2019/117 and make a replacement resolution to approve the Wellsford Tennis Club Incorporated’s two-staged surrender of its entire lease area at Wellsford Centennial Park.

Ngā tūtohunga
Recommendation/s
That the Rodney Local Board:

a) revoke resolution number RD/2019/117:

   approve the variation of the community lease to Wellsford Tennis Club Incorporated to record the partial surrender of its lease area 3,244.4m² (more or less) on land legally described as Section 4 SO 434733 at Centennial Park, Wellsford (Attachment A to the agenda report) subject to the following terms and conditions:

   i) surrender date - effective 12 July 2018
i) all other terms and conditions will accord with the lease agreement dated 28 November 2003.

and replace with:

b) approve the Wellsford Tennis Club Incorporated two-staged surrender of its lease area on land legally described as Section 4 SO 434733 at Wellsford Centennial Park, Wellsford (Attachment A to the agenda report) and agree that the particulars be recorded in a deed of surrender as follows:

i) effective 12 July 2018 - 3,244 square metres (more or less) including the club’s four tennis courts, metal fencing, auxiliary concreted areas, retaining walls, timber fencing and small garden area

ii) effective 14 November 2019 – 65 square metres (more or less) including the club’s pavilion.

Horopaki Context

7. This report considers the leasing issues with respect to the Wellsford Tennis Club Incorporated (the club) occupation of a portion of Centennial Park, Wellsford.

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

Tātaritanga me ngā tohutohu

Analysis and advice

Land

9. Wellsford Centennial Park is located half a kilometre east of State Highway 1 at the southern approach to Wellsford. It is situated at the intersections of Centennial Park Road and Flagstaffe Road and is bisected by Centennial Park Road. Wellsford Centennial Park comprises 16,424 hectares of land and is made up of five separate parcels of land.

10. The operative Wellsford Centennial Park Reserve Management Plan was adopted by the former Rodney District Council Strategy and Community Committee on 7 May 2009. Land must be classified as reserve under the Reserves Act 1977 for it to be governed by a reserve management plan.

11. At its business meeting of 18 July 2019, the Rodney local Board, Parks and Recreation Committee resolved to approve the proposed classification of land in the Rodney Local Board area including land at Centennial Park (resolution number RODPC/2019/20 c). This recent action validated the operative reserve management plan.

12. The land parcel occupied by the club is legally described as Section 4 SO 434733 and comprises 8,535 square metres. The club’s lease area on a portion of Section 4 SO 434733 comprises 3,309 square metres (more or less).

The club’s improvements, community lease and surrender

13. The club constructed its improvements on Centennial Park during or around 1983 with approval by the former Rodney County Council. At this point in time, the former Rodney County Council did not require the club (along with a number of other clubs occupying the park) to enter into a formal lease agreement (Attachment B to the agenda report).
14. The club has a community lease entered into with the former Rodney District Council. The lease commenced 1 December 2003 and expires 30 November 2023. The driver for the club to enter into a lease agreement was to enable it in 2004, to seek funding for works to its courts.

15. At its AGM of 5 July 2018, the club formally resolved to surrender its lease area excepting its tennis pavilion. On 12 July 2018, the club advised Auckland Council in writing of its partial surrender citing poor laying of the original courts surface and drainage issues as its reasons (Attachment C to the agenda report). The courts are no longer in use due to deterioration of the surface.

16. At its special meeting of 11 November 2019, the club formally resolved to “not accept the Deed of Variation of Community Lease for Premises at Wellsford Centennial Park. We proposed to fully surrender the Deed of Lease (which includes the pavilion)” (Attachment D to the agenda report).

17. The club’s current lease agreement contains a clause with respect to ownership and removal of improvements (clause 9) which are detailed in the table below. Clause 9.1 provides that if requested by the lessor (council) the lessee (the club) must remove all those improvements as required by the lessor.

<table>
<thead>
<tr>
<th></th>
<th>Clause 9.1</th>
<th>Clause 9.2</th>
<th>Clause 9.3</th>
</tr>
</thead>
<tbody>
<tr>
<td>9.1</td>
<td>Notwithstanding anything to the contrary in this lease, the Lessee may and must if required by the Lessor, on the expiry or earlier termination of this lease remove from the Leased Area all or some of the buildings or other improvements separately owned by the Lessee. On receipt by the Lessee of a written notice from the Lessor, the Lessee must within a reasonable time, as specified in the notice, remove all of those buildings and improvements required by the Lessor.</td>
<td>The Lessor may as an alternative to clause 9.1 require at its discretion any incoming lessee of the Leased Area to pay the Lessee the value of the buildings or improvements owned by the Lessee.</td>
<td>Subject to clauses 9.1 and 9.2, on termination of this lease by expiry, surrender, breach of conditions or otherwise the Leased Area together with all improvements on the Leased Area will revert to the Lessor without any compensation being payable to the Lessee by the Lessor.</td>
</tr>
</tbody>
</table>

**Condition assessments of assets subject to club’s surrender**

18. In July and August 2018 council staff undertook condition assessments of the club’s assets and provided reports. While the initial assessment was from a drainage issue perspective both assessors found the court surfaces to be in a very poor condition, with one assessor stating that the current court condition had been brought about by pure neglect.

19. Findings and recommendations from the July assessment in relation to the pavilion included the following:
   i) The pavilion is in general satisfactory condition however priority should be given to the down pipes and holes in the exterior cladding to ensure the weather tightness condition of the building to a satisfactory level.
   ii) Replacement of exterior cladding with holes surrounding the main door of the pavilion.
   iii) Installation of a down pipe at the rear of the pavilion (where currently missing) and connect to existing storm water system.

20. Recommendations from the August assessment in relation to the courts included the following:
   i) Option 1: the courts require to be remediated in in the near term and the site drainage installed as set out in the required works as identified in the condition assessment.
ii) Option 2: do nothing, not an option given the state of the courts if they are to be placed back into service.

iii) Option 3: repurpose the courts to another use.

**Greater Wellsford District Sport and Active Recreation Plan 2018**

21. During the course of 2018, council staff from the Community Services, Parks Sport and Recreation team had worked with the club (along with other stakeholders at Centennial Park) to develop the *Greater Wellsford District Sport and Active Recreation Plan 2018*.

22. The plan identified Centennial Park as a key sports hub and proposed as a medium-term priority upgrading existing tennis facilities with a multi-use artificial surface. The lease surrender by Wellsford Tennis Club was not identified as an action in the plan.

**Parks, sport and recreation needs assessment for Wellsford underway in 2019**

23. Council staff is currently preparing a parks, sport and recreation needs assessment for Wellsford. The purpose of the needs assessment is to understand what the future requirements are for investment in parks, sport and recreation in the wider Wellsford area. This assessment includes tennis.

24. The needs assessment will guide the local boards investment in parks, sport and recreation assets in Wellsford and will be reported to the local board in early 2020.

**Tauākī whakaaweawe āhuarangi**

**Climate impact statement**

25. The designated impact level of the recommended decision on Green House Gas emissions falls within the “no impact” category because the proposal continues an existing activity and does not introduce new sources of emissions.

26. Climate change impacts will need to be considered in any future planning for the park as a whole. While the club’s area does not sit directly within a flood plain or flooding zone of a 1-in-100 years rainstorm event by river or surface flooding, other areas within the park are within the zones (Attachment E to the agenda report).

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

**Council group impacts and views**

27. Council staff from parks and sports active recreation and service strategy and integration teams have provided up-to-date information which is included in the analysis and advice section of this report.

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

**Local impacts and local board views**

28. At its workshop of 9 August 2018, the Rodney Local Board Parks and Recreation Committee was presented with a memorandum for its information on the proposal about the partial surrender of lease. During the course of the presentation, the committee did not indicate that it wished council staff to invoke clause 9.1 of the club’s lease agreement which provides that if requested by the lessor (council) the lessee (the club) must remove all those improvements as required by the lessor.

29. The recommendations within this report support the Rodney Local Board Plan 2017 outcome for parks and sports facilities that everyone can enjoy. Information relating to Centennial Park is contained in the table below:
Objective | Key initiatives
--- | ---
Communities can access quality parks, reserves and natural spaces nearby | Continue to develop, renew and improve sports parks, fields, hardcourts and other key open spaces such as Centennial Park in Wellsford.

**Tauākī whakaaweawe Māori**

**Māori impact statement**

30. There are no changes in the term of the lease, use, or operational activities being conducted on the land. As such, council staff has not engaged with mana whenua on the matter.

**Ngā ritenga ā-pūtea**

**Financial implications**

31. The budget estimate on each of the three options included in the August 2018 condition assessment report (contained in paragraph 20 of this report) are detailed in the table below:

<table>
<thead>
<tr>
<th>Options</th>
<th>Description</th>
<th>Estimation of cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>The courts require to be remediated in in the near term and site drainage installed as set out in the required works as identified in the condition assessment.</td>
<td>=$100,000.00</td>
</tr>
<tr>
<td>2</td>
<td>Removal of the improvements and site remediation.</td>
<td>=$50,000.00</td>
</tr>
<tr>
<td>3</td>
<td>Repurpose the courts to another use.</td>
<td>=$50,000.00</td>
</tr>
</tbody>
</table>

32. The outcome of the parks, sport and recreation needs assessment for Wellsford will form a basis on which future cost implications may be quantified.

**Ngā raru tūpono me ngā whakamaurutanga**

**Risks and mitigations**

33. Should the Rodney Local Board resolve not to approve the Wellsford Tennis Club Incorporated surrender of its lease area, this decision may result in the club’s improvements falling into an accelerated state of disrepair.

34. The club’s surrender of its lease area will:

- risk setting a precedent that may encourage other clubs to also surrender its leases and assets that could be in a poor condition
- increase Auckland Council’s maintenance and renewal responsibilities in terms of the reversion of the club’s improvements to council.

**Ngā koringa ā-muri**

**Next steps**

35. Subject to the Rodney Local Board approval to the surrender, council’s community leasing staff will work with the club to finalise the necessary documentation.
Revocation of resolution number RD/2019/117 relating to the variation of lease to Wellsford Tennis Club Incorporated to record the partial surrender of its lease area at Wellsford Centennial Park and replacement resolution

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>GIS aerial view of a portion of Centennial Park showing areas of full surrender of its lease by Wellsford Tennis Club Incorporated</td>
<td>39</td>
</tr>
<tr>
<td>B</td>
<td>Excerpts from the Rodney District Council Centennial Park Reserve Management Plan</td>
<td>41</td>
</tr>
<tr>
<td>C</td>
<td>Excerpts from Wellsford Tennis Club Incorporated letter dated 12 July 2018 advising of partial surrender</td>
<td>43</td>
</tr>
<tr>
<td>D</td>
<td>Excerpts from Wellsford Tennis Club Incorporated letter dated 12 November 2019 (received by council 14 November 2019) advising of full surrender</td>
<td>45</td>
</tr>
<tr>
<td>E</td>
<td>GIS aerial view from Auckland Council’s Hazard Viewer</td>
<td>47</td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Author</td>
<td>author</td>
</tr>
<tr>
<td>Rod Sheridan</td>
<td>General Manager Community Facilities</td>
</tr>
<tr>
<td>Lesley Jenkins</td>
<td>Relationship Manager</td>
</tr>
</tbody>
</table>

Karen Walby - Community Lease Advisor
Attachment A
GIS aerial view of a portion of Wellsford Centennial Park legally described as Section 4 SO 434733 showing indicative area of full surrender of lease by Wellsford Tennis Club Incorporated comprising:
- 3,244 square metres (more or less) outlined in red (subject to partial surrender 12 July 2018)
- 65 square metres (more or less) outlined in blue (subject to surrender 14 November 2019)
Attachment B
Excerpts from the Rodney District Council Centennial Park Reserve Management Plan as adopted by the Rural and Townships Area Committee 8 April 1998 (now superseded)

15.0 Objectives and Policies
15.1 Objective 1
To recognise Centennial Park as the primary recreation reserve in Wellsford and the recognition of its importance as a major resource for the northern part of the District.

(i) To recognise that (apart from the Wellsford Rugby Club) existing users have not wished to be bound by formal lease agreements but to encourage clubs to formalise their occupancy arrangements to provide security of tenure, to establish respective rights and responsibilities and to avoid conflict between user groups.

(ii) To require any future sporting or cultural organisation wanting to develop premises on the site to enter into a formal lease agreement.
Attachment C

Excerpts from Wellsford Tennis Club Incorporated letter dated 12 July 2018 relating to club’s partial surrender of community lease

WELSFORD TENNIS CLUB Inc

C/ Secretary / Tresurer
W Crow-Jones

To Karen Walby
Community Lease Advisor
Auckland Council
12 July 2018

Dear Karen,

Re: Surrender of Lease with Rodney Council

I am writing on behalf of the Wellsford Tennis Club Incorporated to formally surrender the lease arrangement with Auckland Council. The deed of lease was dated 28 November 2003 and was with the former Rodney District Council. Prior to this date only a gentleman’s agreement had existed and the lease arrangement was made as a prerequisite to secure funding for court improvements. This funding allowed the club to redevelop the four courts to a more user friendly north south aspect, resurface with an all weather astro turf and improved drainage in 2004.

The club had anticipated that the new surface would last at least 25 years but unfortunately they have reached their use by date at only 14. Reasons for this include a poor surface...
laid by the original contractor who went out of business four years after so no compensation was available. The drainage improvements were inadequate for the limestone surface below and the channel drain was simply too small for the water runoff area. Some slumping has occurred as a result and there has been a major concern regarding subsidence because the retaining wall was not built strong enough initially.

After many attempts to solve the drainage issues (water blasting, scraping surface growth and spraying for algae and mould) we now realise that the problems lay underneath rather than on top of the ground and are beyond our expertise which is why we have reached the point of surrendering our lease.

The club only wishes to surrender the lease for the court area as members will still need their club house for meetings. Both Laurie Farr and myself can make ourselves available for a site visit on either a Monday or Wednesday given suitable notice.

Yours faithfully

Wendy Crow-Jones
Attachment D

Excerpts from Wellsford Tennis Club Incorporated letter dated 12 November 2019 relating to the club’s full surrender of its community lease

WELLSFORD TENNIS CLUB Inc

C/ Secretary / Treasurer
W Crow-Jones

To Karen Walby
Community Lease Advisor
Auckland Council
12 November 2019
Dear Karen

Re Variation of Lease with Rodney Council

A special meeting was held 11 November to discuss the documents you sent through for signing by club officers. At that meeting it was decided that:

“We do not accept the Deed of Variation of Community Lease for Premises at Wellsford Centennial Park. We propose to fully surrender the Deed of Lease (which includes the pavilion).”

Moved Laurie Farr. Seconded Debbie Beveridge. Carried

Could you please prepare new documents to reflect this change.

Yours faithfully

Wendy Crow-Jones
Attachment E
GIS aerial view from Auckland Council’s Hazard Viewer showing the lease area to Wellsford Tennis Club Incorporated on a portion of Wellsford Centennial Park in relation to flood plains and flood prone areas.
Proposed One Warkworth Business Association Inc BID establishment project

File No.: CP2019/19175

Te take mō te pūrongo
Purpose of the report
1. To approve the proposed One Warkworth Business Improvement District (BID) programme establishment map.

Whakarāpopototangata matua
Executive summary
2. The Auckland Council Business Improvement District Policy 2016 requires the local board approve any new Business Improvement District programme boundary and recommend the Governing Body strike the targeted rate.

3. The Business Improvement District programme provides sustainable funding to business associations. The funding is raised by applying a targeted rate to commercial properties within a defined geographic area.

4. Under the council’s Business Improvement District policy, the Rodney Local Board must approve the proposed Business Improvement District establishment map before One Warkworth Business Association carries out the postal ballot.

5. During 2015/2016 financial year the then Warkworth Area Business Association Inc worked on a Business Improvement District establishment project and ballot. Unfortunately, the ballot was unsuccessful, and therefore the result did not meet the BID policy requirement.

6. After the ballot (March 2016) the Warkworth business community worked together, regrouping to focus on a common ground for the community. A name change to One Warkworth Business Association Inc was part of the process and this was lodged with the Companies Office in October 2016.

7. One Warkworth Business Association Inc has continued to operate as a voluntary business association building membership and support towards a Business Improvement District programme. The association has developed a financial base from membership fees and sponsorship.

8. The Warkworth Business Improvement District programme will be located within the Rodney Local Board boundary and will involve a postal ballot of business ratepayers and owners to determine the level of support for the proposed new BID programme.

9. If the ballot is successful, the Warkworth Business Improvement District programme will represent about 530 business ratepayers and owners, with a proposed Business Improvement District targeted rate of $130,000, as of 1 July 2020.

10. At the One Warkworth Business Association Inc annual general meeting on 21 August 2019 the proposed Business Improvement District establishment map (Attachment A to the agenda report) was presented and approved by the One Warkworth Business Association Inc membership.

Ngā tūtohunga
Recommendation/s
That the Rodney Local Board:

a) approve the proposed boundary map establishing the Warkworth Business Improvement District programme, as shown in the map (Attachment A to the agenda report).
Horopaki
Context

11. One Warkworth Business Association Inc has been a registered incorporated business association since 2016.

12. After the 2016 BID ballot the OWBA reviewed the 2016/2017 project and identified a number of lessons for any future Business Improvement District (BID) establishment.

13. In October 2016 the new One Warkworth Business Association Inc (OWBA) was launched and registered with Companies Office.

14. Since early 2017 OWBA developed and actioned a comprehensive communication plan and engagement process with business owners. The plan identified areas of opportunity and built interest in the new business association.

15. In December 2018 the OWBA board met with the council’s BID team to discuss revisiting a new BID establishment project, consider past lessons and plan against council reporting requirements. From this discussion, the OWBA focused on identifying what needed to be done to strengthen the project to ensure there is a strong foundation for a successful ballot sometime before 31 March 2020.

16. In the early 2019 the OWBA began working with the BID team developing a BID establishment project plan, project expenditure and timeline with the aim of implementing a BID postal ballot in February/March 2020.

17. The OWBA executive committee met with the BID team in early April 2019 to clarify the BID policy requirements for the establishment map and obtaining local board approval. A number of map options were identified and discussed; council staff encouraged the committee to ensure the map remained within the objectives and purpose of the BID policy.

18. Staff provided OWBA with a proposed Warkworth BID map for consideration and the map (Attachment A) went forward to the OWBA annual general meeting for ratification and member approval.

19. At the OWBA annual general meeting on 21 August 2019 the proposed BID establishment map (Attachment A) was presented and approved by the OWBA membership.

20. The BID policy states there are two areas of a BID establishment project that require approval by the local board.

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

22. The Rodney Local Board must approve the proposed BID establishment map identifying the new Warkworth BID programme before OWBA carries out their postal ballot.

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

24. Council staff is seeking Rodney Local Board approval for the proposed Warkworth BID establishment map (Attachment A).
Tātaritanga me ngā tohutohu
Analysis and advice

BID establishment process
25. The decision to investigate the establishment of BID programme is a result of increasing interest from businesses who are keen to be part of a collaboration and can see the benefit from being part of a collective group.

26. The OWBA have engaged with their businesses over the past twelve months, building strong relationships, sharing information and advocating on behalf of all businesses located within the greater Warkworth business community.

27. The proposed new BID programme will mean all business-rated properties within the BID establishment area will be subject to a new Warkworth BID targeted rate.

28. The properties located within the BID establishment area will allow OWBA to develop a BID programme to deliver a range of business opportunities and services.

29. If the BID establishment project is successful, OWBA will have a BID membership of about 530. The BID targeted rate grant will be $130,000 as at 1 July 2020. This will be funded by the new BID targeted rated members.

30. Council staff support this BID establishment project and recommend the Rodney Local Board approve the proposed Warkworth BID establishment map (Attachment A). There is no reason under the BID policy not to support the proposed Warkworth BID establishment map.

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

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

33. Election Services Ltd has been commissioned by the OWBA to provide an independent polling service for the Warkworth BID expansion ballot.

34. The polling will be done via a postal ballot, each eligible voter will receive a ballot pack. The packs will be lodged with NZ Post in February 2020. There will be postal and online voting available. The ballot period must be no less than four weeks with the last day for voting must be before 31 March 2020.

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

Tauākī whakaaweawe āhuarangi
Climate impact statement
36. There are no implications for council as the One Warkworth BID programme establishment has no specific impact on climate.

Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera
Council group impacts and views
37. The OWBA engages across council and council groups, the One Warkworth BID programme will provide a platform for the wider business community to be involved.
Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe
Local impacts and local board views

38. Following approval by the Rodney Local Board, staff will include the Warkworth BID establishment information in the 2020/2021 annual budget consultation and the Rodney Local Board Agreement.

39. The results of the One Warkworth Business Association Inc. BID establishment ballot will determine if there is a sufficient level of support for this new BID programme establishment and associated BID targeted rate.

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

Tauākī whakaaweawe Māori
Māori impact statement

41. All businesses within the Warkworth BID establishment boundary will be included in the ballot process and BID policy requirements. The new BID programme may identify opportunities for niche support or development of any Māori business sector in the area.

Ngā ritenga ā-pūtea
Financial implications

42. The Warkworth BID targeted rate levied on business-zoned property owners will raise a BID targeted rate grant of $130,000 and fund the Warkworth BID programme. The programme will be cost neutral to the council and local board.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations

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

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

45. The funding for this 2020 BID establishment project is being covered by the OWBA from within existing association funds.

Ngā koringa ā-muri
Next steps

46. The table below shows the reporting path for a BID establishment project and indicates where this project currently sits in that process.
47. Council staff will advise the OWBA of the Rodney Local Board decision regarding the proposed Warkworth BID boundary establishment map.

48. Following a successful outcome in the ballot, the results will be brought to the Rodney Local Board for consideration and recommendation to the Governing Body.

Ngā tāpirihanga

Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1</td>
<td>One Warkworth proposed BID establishment map</td>
<td>55</td>
</tr>
</tbody>
</table>

Ngā kaihaina

Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Claire Siddens - BID Partnership Advisor</th>
</tr>
</thead>
</table>
| Authorisers                | Alastair Cameron - Manager - CCO Governance & External Partnerships  
Lesley Jenkins - Relationship Manager |
Development of playground - Milldale subdivision - Stage 1b, Pine Valley

File No.: CP2019/20154

Te take mō te pūrongo

Purpose of the report

1. To seek approval of the proposed children’s playground design within the stage 1B area of the Milldale subdivision at a park located at 3 Archibald Drive, Pine Valley (legal description Lot 4001 DP529556).

Whakarāpopototanga matua

Executive summary

2. Development of a playground within Stage 1B of the Milldale subdivision is proposed to be constructed by Fulton Hogan Main Development Limited at no capex cost to the Auckland Council.

3. Fulton Hogan Main Development Limited have engaged Park and Playground Solutions Limited to design a playspace for the park at 3 Archibald Drive, Pine Valley. The concept design has been presented to the local board at a local board workshop on 13 November 2019.

Ngā tūtohunga

Recommendation/s

That the Rodney Local Board:

a) approve the detailed design package (Option 1) dated 3 September 2019 (Attachment A to the agenda report) and subsequent construction of the playground by Fulton Hogan Development Limited and the asset be taken on by Auckland Council at practical completion.

b) approve Auckland Council entering into an infrastructure funding agreement for the playground within the Milldale subdivision stage 1B.

c) delegate to the General Manager, Parks, Sports and Recreation authority to negotiate the infrastructure funding agreement on terms acceptable to Auckland Council’s Infrastructure Funding team.

Horopaki

Context

4. Fulton Hogan Main Development Limited (Fulton Hogan) holds a resource consent to develop the properties in Stage 1B of the Milldale subdivision in Pine Valley which included the Council purchasing a park of 3679m² in size and the consent-holder agreeing to construct a playground at no cost to the Council within this area of land.

5. The local board reviewed the concept plan at a workshop on 13 November 2019. The local board were supportive of the proposal and the discussions had are addressed at paragraph 13 below.
Tātaritanga me ngā tohutohu
Analysis and advice

6. Fulton Hogan have worked with Park and Playground Solutions Limited to design the playground.

7. The concept plan as presented by Fulton Hogan contains conventional playground equipment and design.

8. Council staff agree that additional play provision in this location is a good outcome for the local community as there will be additional demand for play in the area created by the new housing development. The Parks and Places Specialist advised that this playground was well suited toward younger children. There would be future opportunities for other play equipment such as basketball and skate facilities elsewhere in the subdivision as this is the first stage in a large development.

9. Following a workshop with the local board, community facilities advised that the annual maintenance budget for the playground would be approximately $4,000 (median), which will be funded from the community facilities operational budget. (note that all figures in this report exclude GST)

10. The concept plan presented to the local board incorporates the minor changes below following advice from Council landscape architecture staff:

- Plants have been removed in the areas selected by Council staff and replaced with cushionfall surfacing.
- Geotextile surfacing has been added between the cushionfall and basecourse in the sections of the playground selected by council staff.
- Layout of the playground has been amended to eliminate wasted space and minimise bare bark.
- The consent holder has added details on the concrete footings and extents, satisfying a previous request for these from council staff.
- Two-meter wide concrete footpaths will be provided.

<table>
<thead>
<tr>
<th>Options</th>
<th>Timing</th>
<th>Funded by</th>
</tr>
</thead>
<tbody>
<tr>
<td>Option 1 – Developer constructs playground now</td>
<td>Early in residential development</td>
<td>Consent holder</td>
</tr>
<tr>
<td>Option 2 - Council constructs playground in future</td>
<td>After residential have arrived and when funding is available</td>
<td>Council-funded</td>
</tr>
</tbody>
</table>

11. Option 1 is recommended because the play facilities will be available from early in the subdivision whereas construction by council in future is a long-term aspiration whereas Option 2 construction by council in future is a long-term aspiration, with no funding currently allocated to the provision of this playspace.

Tauākī whakaaweawe āhuarangi
Climate impact statement

12. It is anticipated that with the planting of 12 native specimen trees that there will be a net positive benefit to climate change. The trees will over time absorb and store the carbon dioxide emissions created by human activities in relation to construction and use of the playground. As it is proposed to be a local playground for local residents it is expected that most users will walk to the playground.
Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera
Council group impacts and views

13. Community facilities staff have provided input throughout the analysis of the concept plan into how the playground will be maintained and council landscape architecture staff have advised on safety upgrades to playground equipment.

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

14. The local board has delegated decision making responsibility for the development of local parks within the Rodney Local Board area. The local board provided feedback at their 13 November workshop that they were on the whole satisfied with the detailed designs presented.

15. A question was raised about the amount of plastic used, and it was requested that more natural play elements be used. The most obvious element that could be changed to address this issue is the blue slide.

16. Options have been discussed with the designer and the blue plastic slide could be swapped out with a stainless steel double slide which would add roughly $2000 to $3000 to the cost of delivering the playground. The slide is also north facing so heat would be a problem with the current design. If stainless steel were chosen the orientation of the slide would need to be changed so that it was south facing, and would require shading, preferably by trees.

17. Another option, more sympathetic to natural elements, would be to change the colour of the plastic slide to a beige colour.

18. With regards to an overall shift from the current design to a more natural play concept, careful thought would need to be given to the limited space available, age ranges and the overall play value that is available with more natural play. Natural play needs larger spaces, bespoke design and can’t often provide the ranges of play value within more limited spaces that more traditional play can provide.

Tauākī whakaaweawe Māori
Māori impact statement

19. The proposed park does not contain any known sites and places of significance or value to mana whenua but the contribution of park outcomes is of significant importance to tangata whenua, their wellbeing, values, culture and traditions.

20. It is noted that the applicant consulted Ngati Manuhiri and the Te Kawerua Iwi Tribal Authority at the time of the original subdivision, who both provided cultural impact assessments (CIAs).

21. The playground will be located within the rural-urban boundary in an area known as Wainui East, and the CIA lodged by Ngati Manuhiri quotes the area’s key goals that includes the provision of “diverse open space environments that encourage social interaction.” Accordingly, the proposed playground is designed to meet the open space and play needs of the surrounding community and foster social interaction.

22. The Ngati Manuhiri CIA also envisions the planting of native “fruiting and flowering trees and plants...to provide year-round food and habitat for local biodiversity”, and it is recommended that the final park design submitted shall include such tree species e.g. Puriri.

23. When the reserve is named, it is recommended that both Iwi are consulted over the reserve naming as per their requests and recommendations.
Ngā ritenga ā-pūtea
Financial implications

24. The local board has delegated decision making allocation for the development and management of the local park purchased by Council at 3 Archibald Drive, Pine Valley. A high-level assessment of the consequential opex per annum has been estimated by community facilities to be approximately $4,000. The consequential opex per annum is estimated to fall within a range between $2,314 (low) up to $7,962 (high). Practical completion is expected to be in the 2019/20 financial year. It is anticipated that with local board support this playspace will be added to council’s asset register and council will be expected to commence maintenance of the playground in the financial year 2019/20, or if not the following financial year. If approved annual maintenance will be funded by the consequential opex budget.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations

25. Risks for the delivery of the playground are cost escalation, and inadequate handover. These items will be managed via the community facilities' handover process including handover of all documents, warranties, as-builts and producer statements and the infrastructure funding agreement. Landowner approval will also be required before construction commencement.

Ngā koringa ā-muri
Next steps

26. The developer requests the development of the playground at 3 Archibald Drive, Pine Valley be done as soon as possible, once the local board’s approval is obtained. The engineering details for the proposed playground are in the attachment (Attachment A).

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Milldale - stage 1b playground detailed design plans <em>(Under Separate Cover)</em></td>
<td></td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Tommo Cooper-Cuthbert - Parks Planner</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Mace Ward - General Manager Parks, Sports and Recreation</td>
</tr>
</tbody>
</table>
Auckland Transport update December 2019
File No.: CP2019/20312

Te take mō te pūrongo
Purpose of the report
1. To provide an update to Rodney Local Board members on transport related matters in their area, including the Local Board Transport Capital Fund and Auckland Transport’s Community Safety Fund.

Whakarāpopototanga matua
Executive summary
2. This report covers:
   • a summary of Auckland Transport projects and operations in the local board area;
   • a summary of the board’s Transport Capital Fund and Community Safety Fund;
   • a summary of general information items sent to the local board.

Ngā tūtohunga
Recommendation/s
That the Rodney Local Board:
   a) receive the Auckland Transport Update to the Rodney Local Board December 2019
   b) approve detailed design (Attachment B to the agenda report) for construction of the following safety improvements on Dairy Flat Highway outside Dairy Flat School from its Local Board Transport Capital Fund, based on a rough cost estimate of $470,000:
       i) footpath and indented parking in front of the school
       ii) local speed threshold improvements comprising side islands and signage
       iii) reduction of the existing variable school zone speed from 60 km/h to 40 km/h.

Horopaki
Context
3. Auckland Transport (AT) is responsible for all of Auckland’s transport services, excluding state highways. We report on a monthly basis to local boards, as set out in our Local Board Engagement Plan. This monthly reporting commitment acknowledges the important engagement role local boards play in the governance of Auckland on behalf of their local communities.

4. This report updates the local board on AT projects and operations in the Rodney Local Board area, it summarises consultations and Traffic Control Committee decisions, and includes information on the status of the Local Board Transport Capital Fund (LBTCF) and Community Safety Fund (CSF).

5. 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 they believe are important to their communities but are not part of AT’s work programme. Projects must also:
   • be safe
   • not impede network efficiency
   • be in the road corridor (although projects in parks can be considered if there is a transport outcome).
6. AT’s Community Safety Fund (CSF) comprises $20 million in total allocated across all 21 local boards, with $5 million to be allocated during the 2019/2020 financial year and the balance of $15 million over the 2020/2021 financial year.

7. This CSF sits within AT’s safety budget so the major component of the funding allocation formula is the number of Deaths and Serious Injury (DSI) in a local board area. The purpose of the fund is to allow local communities to address long-standing road safety issues that have yet to become regional priorities and have therefore not been addressed by AT.

Tātaritanga me ngā tohutohu
Analysis and advice

Local Board Transport Capital Fund

8. The Rodney Local Board’s share of the LBTCF allocated with effect from 1 July 2018, as per the local board funding policy, is $1,115,764 per annum.

9. The total remaining from the previous electoral term to the Rodney Local Board was $10,257. This, added to the local board’s allocation for the 2019-2022 electoral term, brings the amount now available to the local board to $3,357,558.

<table>
<thead>
<tr>
<th>Rodney Local Board Transport Capital Fund Financial Summary 2016-2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total funds available in previous political term</td>
</tr>
<tr>
<td>Amount committed on projects approved for design and/or construction</td>
</tr>
<tr>
<td>Remaining budget left</td>
</tr>
</tbody>
</table>

10. The table below reflects the status of projects to which LBTCF was committed during the previous political term:

<table>
<thead>
<tr>
<th>Project Description</th>
<th>Current status</th>
<th>Changes since last update</th>
<th>Funds allocated in current political term</th>
</tr>
</thead>
<tbody>
<tr>
<td>99 - Great North Road, Riverhead Footpath</td>
<td>Completed</td>
<td>No</td>
<td>$6,732</td>
</tr>
<tr>
<td>497 - Pohutukawa to The Landing Footpath</td>
<td>Completed</td>
<td>No</td>
<td>$59,828</td>
</tr>
<tr>
<td>593 - Matakana Valley Road Swales</td>
<td>Completed</td>
<td>Yes</td>
<td>$177,000</td>
</tr>
<tr>
<td>619 - Rodney Footpath Designs and Construction</td>
<td>Allocation Approved</td>
<td>Yes</td>
<td>$1,867,000</td>
</tr>
<tr>
<td>656 - Hudson Road Footpath - Albert to SH1</td>
<td>Detailed Design Approved</td>
<td>Yes</td>
<td>$623,000</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td>$2,733,560</td>
</tr>
</tbody>
</table>

11. Project 593, Matakana Valley Road Swales, completed during November, was a collaboration between Auckland Council’s Healthy Waters and AT’s maintenance team, with the Healthy Waters work being carried out prior to the road rehabilitation.
12. The previous local board allocated $500,000 from its LBTCF towards the preparation of detailed designs and firm cost estimates for construction of several footpaths (RD/2018/87). Subsequently, the chairperson of the Transport, Infrastructure and Environment Committee under delegated authority previously granted (RD/2018/87) approved construction of the following footpaths:
   - Blue Gum Drive, Warkworth (full length)
   - Springs Road, Parakai (number 33 to end of road)
   - Arthur Street, Riverhead
   - Falls Road, Warkworth – a contribution to the total cost of the construction carried out by a local developer.

13. Construction of the footpaths on Blue Gum Drive, Warkworth and Arthur Street, Riverhead was completed during August and October respectively. Construction of the footpath on Springs Road, Parakai is underway and due to be completed over the next few months.

14. The contribution from the local board towards construction of a footpath on Falls Road, Warkworth between Hudson Road and Mansel Drive, will improve connections for the local community and allow for cost sharing and efficiencies. The footpath will be constructed during the 2019/2020 financial year.

15. At its meeting on 19 September 2019 the local board allocated $623,000 from its LBTCF to Project 656, construction of a footpath on Hudson Road between State Highway 1 and Albert Road, Warkworth. The project is currently in detailed design and public consultation and construction will proceed during 2020.

Dairy Flat School Safety Improvements

16. The previous local board agreed that a portion of the $500,000 previously allocated for footpath design would be spent engaging the services of a safety consultant to investigate the feasibility of a footpath outside Dairy Flat School. The consultant’s report was provided to members prior to a workshop on 5 September and a subsequent discussion between Board of Trustee representatives, the Principal, Member Johnston and AT representatives took place on 26 September.

17. At the meeting with Dairy Flat School representatives, they agreed to the following work in principle:
   - the school itself making improvements to its on-site parking, in line with recommendations made in the consultant’s report;
   - footpath and indented parking in front of the school;
   - local speed threshold improvements comprising side islands and signage;
   - reduction of the existing variable school speed zone from 60 km/h to 40 km/h.

18. AT’s Traffic Engineering and Safety Team has also agreed to fund the installation of No Stopping restrictions on Dairy Flat Highway adjacent to the bus stop, to prevent parked cars hampering movement of the school bus.

19. The rough order of costs for the improvements described in paragraph 16 above total $470,000.

20. As advised previously, the local board has access to a total of $3,357,558 over its term in office, including the $10,257 balance remaining from the previous political term. Projects discussed during the previous term for potential use of this funding during include:
   - the new footpath and threshold treatments outside Dairy Flat School, estimated cost $470,000;
   - a shared path on Omaha Drive, estimated cost $680,000 (refer paragraphs 21 – 23).
21. Should the local board wish to proceed with the improvements outside Dairy Flat School at this time, it may do so by way of resolution at this meeting.

22. It was noted at the local board meeting on 19 September that resource consent was being lodged with Auckland Council for construction of a footpath on Omaha Drive, Omaha, from Broadlands Drive to the Omaha Golf Club, based on indications by the local board that it will commit funding to the project from its LBTCF allocation for the 2019-2022 electoral term.

23. The local consultant who offered to provide professional services at no cost for the planning and supervision for construction of this footpath also agreed to seek landowner approvals and complete the resource consents process, before handing the project over to AT for internal assessment and approval. The local board has yet to allocate funding to this project, construction of which will be tendered out to AT’s preferred supplier panel.

24. An update on the design and firm cost estimate for the Omaha Drive footpath was scheduled to be presented to the local board at a workshop on 4 December 2019.

**Community Safety Fund**

25. Auckland Transport’s Community Safety Fund (CSF) comprises $20 million in total allocated across all 21 local boards, with $5 million to be allocated during the 2019/2020 financial year and the balance of $15 million over the 2020/2021 financial year. The Rodney Local Board was allocated $2,061,165.

26. The purpose of the fund was to allow local communities to address long-standing road safety issues that had yet to become regional priorities and therefore had not been addressed by AT.

27. Following an earlier workshop at which AT’s CSF Programme Manager provided rough order costs for each project nominated, the local board recommended the following list of projects for funding from Auckland Transport’s Community Safety Fund (RODTP/2019/22):

   i) Motutara Road - crossing  
   ii) Motutara Road - footpath extension  
   iii) Coatesville – speed calming  
   iv) Matakania Road – signalised mid-block  
   v) Matua / Tapu Road – intersection improvements  
   vi) Matua / Oraha Road – intersection improvements  
   vii) Rata Street - pedestrian crossing  
   viii) Kaipara College - pedestrian crossing  
   ix) Waitoki School – speed calming  
   x) Whangateau - speed warning signs  
   xi) Kumeu – signalised mid-block crossing  
   xii) Woodcocks Road – crossing.

28. It is noted in relation to the Matua/Tapu Road intersection improvements that the local board nominated the installation of a micro roundabout. One of the main benefits/purposes of a roundabout is to provide sufficient deflection so that vehicles navigating the intersection must reduce their speed. A micro roundabout would not achieve this deflection and would still enable vehicles to travel through at speed. Construction of a roundabout at this location has been considered previously, however investigations indicated the need for significant kerb realignment and service relocation, resulting in very high costs.

29. The alternative option put forward is to better highlight the STOP control at the intersection by making the minor road (Tapu Road, where vehicles need to stop) more obvious to drivers. The infrastructure proposed is splitter islands on both the Tapu Road approaches, together with advanced warning signs of the STOP control ahead.
30. It is also noted that the local board nominated the installation of a kea crossing outside Waitoki School. However, the sole purpose of this crossing would be to facilitate parents parking on the shoulder on the opposite side of the road. Parents also angle park on this shoulder and by installing a dedicated crossing point, the local board and AT would be seen to be encouraging this behaviour, which is illegal and unsafe. Crossing facilities are also generally installed at locations where there is a receiving footpath at either end, which is not the case at this location.

31. The alternative option put forward is gateway treatments on both approaches to the school, which will encourage drivers to slow down, watch for children and create a more suitable speed environment overall outside the school.

32. At its meeting on 22 August 2019 the local board resolved (RD/2019/100) to maximise the use of its CSF on construction of the projects listed in paragraph 26, authorising top-up funding from the LBTCF to meet any shortfall in funding for construction of the final project, the crossing on Woodcocks Road. Staff will advise the local board if this situation should eventuate, providing full details of costings etc. at that time.

33. Design work is now progressing on all the CSF projects nominated by local boards and it is anticipated that those funded will be completed during the 2020/2021 financial year.

**Auckland Transport Consultations**

34. Over the last reporting period, AT has invited the local board to provide its feedback on the following proposals:

<table>
<thead>
<tr>
<th>Location</th>
<th>Proposal</th>
<th>Details and Local Board Feedback</th>
</tr>
</thead>
<tbody>
<tr>
<td>47 Woodcocks Road, Warkworth</td>
<td>Proposed raised crossing at 47 Woodcocks Road, Warkworth.</td>
<td>AT opened consultation on 17 October 2019 on proposed changes at 47 Woodcocks Road, Warkworth. The proposal includes installation of a new raised zebra crossing; new No Stopping At All Times (NSAAT) parking restrictions on the north side of the proposed crossing; and new road markings and signage to indicate the crossing. Documentation explaining these changes was sent to members on 14 October. No objections were received to the proposal from the local board.</td>
</tr>
<tr>
<td>Smith Road, Matakana and Krippner Road, Puhoi</td>
<td>One-Way Give Ways on Smith Road, Matakana and Krippner Road, Puhoi.</td>
<td>Documentation was forwarded to members on 12 November 2019 explaining AT's proposal to install One-Way Give Ways on Smith Road, Matakana and Krippner Road, Puhoi, roads being sealed using proceeds from the Araparera Forestry funds.</td>
</tr>
<tr>
<td>Williamson, Tamerlane, B M Gubb and Becroft Roads, Wellsford</td>
<td>Proposed Stop controls - Williamson, Tamerlane, B M Gubb and Becroft Roads, Wellsford.</td>
<td>Documentation explaining proposals to install Stop controls on Williamson, Tamerlane, B M Gubb and Becroft Roads, Wellsford was sent to members on 13 November. No objections were received from the local board.</td>
</tr>
</tbody>
</table>
Item 16

Location Proposal Details and Local Board Feedback

Riverglade Lane, Matakana Proposed NSAAT restrictions on Riverglade Lane, Matakana. Documentation explaining two options proposed for the installation of No Stopping restrictions on Riverglade Lane, Matakana, in response to requests from residents to address the issue of parked cars blocking access to the street, especially during Matakana Market days, was sent to elected members on 23 November 2019. Public feedback opened online on 29 November and closes on 13 December 2019. Members were asked to provide comments and indicate their preference for one of two options, Option 1 comprising NSAAT restrictions for 20 parking spaces along the western side of Riverglade Lane and two short sections on the eastern side; and Option 2 comprising NSAATs for Saturday and Sunday only for 20 parking spaces on the western side of Riverglade Lane during the weekends only.

Traffic Control Committee Decisions

35. AT’s resolution and approval process ensures the most appropriate controls and restrictions are put in place and can be legally enforced. Decisions made by AT’s Traffic Control Committee in relation to regulatory processes relevant to the Rodney Local Board during July – October are shown below.

<table>
<thead>
<tr>
<th>Decision</th>
<th>Report Type</th>
<th>Nature of Restriction</th>
<th>Decision</th>
</tr>
</thead>
<tbody>
<tr>
<td>Station Road, Wellsford</td>
<td>Permanent Traffic and Parking Changes Combined</td>
<td>Lane Arrow Markings, No Stopping At All Times (NSAATs), Angle Parking, Give Way Control, Pedestrian Crossing, Road Hump, Edge Line, Flush Median</td>
<td>Carried</td>
</tr>
<tr>
<td>Parkhurst Road, Parakai Avenue, Parakai</td>
<td>Permanent Traffic and Parking Changes</td>
<td>Bus Shelter</td>
<td>Carried</td>
</tr>
<tr>
<td>Dairy Flat Highway, Bawden Road, Dairy Flat</td>
<td>Permanent Traffic and Parking Changes Combined</td>
<td>Lane Arrow Markings, Stop Control, No Passing, Flush Median, Edge Line</td>
<td>Carried</td>
</tr>
<tr>
<td>Dairy Flat Highway, Potter Road, Dairy Flat</td>
<td>Permanent Traffic and Parking Changes Combined</td>
<td>Bus Stop, NSAATs, Lane Arrow Markings, Give Way Control, Traffic Island, No Passing, Flush Median, Edge Line, Slow Vehicle Bay, Shoulder Markings, Delineators</td>
<td>Carried</td>
</tr>
<tr>
<td>Arthur Street, Coatesville-Riverhead Highway, Great North Road, George Street, Queen Street, Riverhead</td>
<td>Permanent Traffic and Parking Changes Combined</td>
<td>NSAATs, Footpath, Road Hump, Stop Control, Give Way Control</td>
<td>Approved with Conditions</td>
</tr>
</tbody>
</table>
### Decision

<table>
<thead>
<tr>
<th>Decision</th>
<th>Report Type</th>
<th>Nature of Restriction</th>
<th>Decision</th>
</tr>
</thead>
<tbody>
<tr>
<td>Springs Road, Parakai</td>
<td>Permanent Traffic and Parking Changes Combined</td>
<td>NSAATs, Footpath, Road Hump</td>
<td>Approved with Conditions</td>
</tr>
<tr>
<td>McKinney Road, Road 1, Warkworth</td>
<td>Permanent Traffic and Parking Changes Combined</td>
<td>NSAATs, Footpath, Give Way Control</td>
<td>Approved in Principle</td>
</tr>
<tr>
<td>Baxter Street, Warkworth</td>
<td>Permanent Traffic and Parking Changes</td>
<td>Temporary Bus Stop, NSAATs</td>
<td>Carried</td>
</tr>
<tr>
<td>Putaki Drive, Harikoa Street, Papatupu Way, Marara Road, Honowai Street, Kumeu</td>
<td>Permanent Traffic and Parking Changes</td>
<td>One Way Travel, NSAATs, P120 Parking, Traffic Island, Road Hump, Pedestrian Crossing, Give Way Control, Flush Median</td>
<td>Approved in Principle</td>
</tr>
<tr>
<td>Dairy Flat Highway, Kahikatea Flat Road, Horseshoe Bush Road, Dairy Flat</td>
<td>Permanent Traffic and Parking Changes Combined</td>
<td>Bus Stop, Bus Shelter, NSAATs, Lane Arrow Markings, Give Way Control, Traffic Island, No Passing, Flush Median, Footpath, Edge Line, Road Markings for Speed</td>
<td>Carried</td>
</tr>
<tr>
<td>Sidwell Road Extension / Road 2 / Road 17 / Road 20 / Road 23 / Road 8 / Road 1 / Road 16 / Road 14 / Road 12, Upper Orewa</td>
<td>Permanent Traffic and Parking Changes Combined</td>
<td>Cycle Lane, NSAATs, Shared Path, Bus Stop, Traffic Island, Footpath, Give-Way control, Roundabout, Flush Median, Edge Line, Lane Markings</td>
<td>Approved in Principle</td>
</tr>
<tr>
<td>Mahurangi East Road / Iris Street, Snells Beach</td>
<td>Permanent Traffic and Parking Changes Combined</td>
<td>NSAATs, Bus Stop, Stop, Give-Way control, Flush Median, Slow Marking, Edge Line, Refuge Island</td>
<td>Approved with Conditions</td>
</tr>
</tbody>
</table>

### Issues Raised by Elected Members

36. Elected members and local board staff forward a range of issues to AT’s Elected Member Relationship Manager for the Rodney Local Board (EMRM) area and AT’s specialist Elected Member Response Team. Those received by AT’s EMRM before 26 November 2019 are summarised in the list appended as Attachment A to the agenda report.

### Speed Limit Bylaw

37. AT is implementing a speed management plan for Auckland and delivering an ambitious $700 million safety infrastructure acceleration programme. It is estimated that the plan will reduce Deaths and Serious Injuries (DSIs) by up to 18 per cent over an initial three-year period and by up to 60 per cent by 2028. It will deliver major, minor and mass-action safety engineering projects, including speed management on high-risk routes and locations across the network.
As part of this programme, AT proposed to change speed limits across Auckland using the Speed Limits Bylaw, the legal process required for changing speed limits under Section 27.1 of the Land Transport Rule: Setting of Speed Limits 2017.

Consultation on the bylaw ran from February to March 2019. Over 11,000 submissions were received and because of the high volume and level of detail in the submissions, the AT Board extended the timeframe for decision making to allow the necessary analysis of the feedback.

Following technical analysis by AT engineers, three options were developed for consideration by the AT Board in October:

a. Option One: Defer the decision on the bylaw and direct a reassessment of the speed limits proposed and/or other travel speed measures.

b. Option Two: Make the bylaw in a form that implements the proposed speed limit changes on all roads with minor modifications and staged implementation.

c. Option Three: Make the bylaw in a form that implements, on a staged basis, all proposed speed limit changes except for on roads that are not categorised as high risk and where there is significant preference for the status quo, with adjustments to the speed limits to take account of implementation of enhanced engineered safety features on key arterials in the City Centre.

The AT Board has resolved to proceed with Option Three.

The speed limited changes outlined in the bylaw will become effective on 30 June 2020. Before then there is a significant amount of work required to install the necessary signage. This will require further investigations to determine the exact sign locations and then a procurement process. Signage will be installed in stages but remain covered until the bylaw becomes effective.

Town centres will follow a somewhat different path, with some that are already in an advanced stage of planning being designated ‘early start’. These are expected to be implemented by 30 November 2020. Construction of supporting speed reduction infrastructure will take place prior to signs being installed.

Other town centres with plans that are less well developed have been designated ‘late start’ and will proceed for an expected 30 June 2021 completion date.

Further information on the phasing of the changes will be provided by AT as plans are finalised and confirmed.

The updated timeline is as follows:

<table>
<thead>
<tr>
<th>Step</th>
<th>When</th>
</tr>
</thead>
<tbody>
<tr>
<td>Compile list of changes to speed limits</td>
<td>Completed</td>
</tr>
<tr>
<td>Engagement with Local Boards and Councillors</td>
<td>Completed in October – December 2018</td>
</tr>
<tr>
<td>Approval for consultation sought from the Auckland Transport Board</td>
<td>Completed in December 2018</td>
</tr>
<tr>
<td>Public consultation on the Bylaw</td>
<td>28 February – 31 March 2019</td>
</tr>
<tr>
<td>Analysis and feedback</td>
<td>April – October 2019</td>
</tr>
<tr>
<td>Bylaw (with changes resulting from public feedback) approved by the Auckland Transport Board</td>
<td>22 October 2019</td>
</tr>
<tr>
<td>Preparing for the speed limit changes</td>
<td>October 2019 onwards</td>
</tr>
<tr>
<td>Implementation of changes</td>
<td>30 June 2020</td>
</tr>
<tr>
<td>Implementation of town centres early start</td>
<td>30 November 2020</td>
</tr>
<tr>
<td>Implementation of town centres late start</td>
<td>30 June 2021</td>
</tr>
</tbody>
</table>
47. Further information on the safer speeds programme is available at: [https://at.govt.nz/speed](https://at.govt.nz/speed).

**Araparera Forestry and Regional Land Transport Seal Extension Programme Updates**

48. The delivery of the seal extension programme enabled by the proceeds from the Araparera Forestry joint venture is well underway. The delivery of the programme is divided into two stages:

- Stage One – Underwood Road, Whitmore Road, Tauhoa Road, School Road and Wharehine Road;
- Stage Two – Krippner Road, Smith Road, Dennis Road and Rodney Road.

49. Stage One works are now complete.

50. Stage Two comprises roads that, due to land encroachment, arborist and ecological issues, needed further assessment and resource consents.

51. Investigation, design and consenting of three of the roads within Stage Two (Krippner, Smith and Dennis Roads) are complete and have been awarded to the Stage One Contractor (Mason Contractors Limited) for delivery.

52. Rodney Road investigation is still underway.

53. The tables below summarises the status of the Araparera Forestry Seal Extension sites:

<table>
<thead>
<tr>
<th>Sites Stage 1</th>
<th>Construction Start Date</th>
<th>Works in Progress</th>
<th>Completion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Underwood Road</td>
<td>4 March 2019</td>
<td>Complete</td>
<td>April 2019</td>
</tr>
<tr>
<td>Whitmore Road</td>
<td>11 March 2019</td>
<td>Complete</td>
<td>May 2019</td>
</tr>
<tr>
<td>Tauhoa Road</td>
<td>16 May 2019</td>
<td>Complete</td>
<td>June 2019</td>
</tr>
<tr>
<td>School Road</td>
<td>4 June 2019</td>
<td>Complete</td>
<td>June 2019</td>
</tr>
<tr>
<td>Wharehine Road</td>
<td>4 June 2019</td>
<td>Complete</td>
<td>July 2019</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Sites Stage 2</th>
<th>Construction Start Date</th>
<th>Works in Progress</th>
<th>Planned Completion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Smith Road</td>
<td>30 October 2019</td>
<td>Physical works well underway. Stormwater and stabilisation works complete, Metal placement underway. Sealing planned for early December 2019.</td>
<td>December 2019</td>
</tr>
<tr>
<td>Krippner Road</td>
<td>25 November 2019</td>
<td>Retaining wall construction well underway and likely to be complete by 20 December 2019. Roadworks to begin 13 January 2020.</td>
<td>February 2020</td>
</tr>
<tr>
<td>Dennis Road</td>
<td>3 February 2020</td>
<td>Establishment on site planned for week starting 3 February 2020.</td>
<td>April 2020</td>
</tr>
<tr>
<td>Rodney Road</td>
<td>March 2020</td>
<td>Investigation still underway (encroachment issues).</td>
<td>May 2020</td>
</tr>
</tbody>
</table>

54. The Regional Land Transport Plan (RLTP) Seal Extension Programme is continuing in tandem with the Araparera Forestry Seal Extension Programme.
55. The table below summarises the status of the RLTP funded Seal Extension programme:

<table>
<thead>
<tr>
<th>Sites</th>
<th>Construction Start Date</th>
<th>Works in Progress</th>
<th>Planned Completion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wellsford Valley Road</td>
<td>November 2019</td>
<td>Contractor established on site late November and service locations, setting out and site clearance underway.</td>
<td>March 2020</td>
</tr>
<tr>
<td>Ngarewa Road</td>
<td>February 2020</td>
<td>Tender documents completed and published in late November. Construction planned to commence January 2020.</td>
<td>April 2020</td>
</tr>
<tr>
<td>Ahuroa Road</td>
<td>Stage 1 - March 2020</td>
<td>It is proposed to deliver this project in three stages over three construction periods (3 years) due to its topography, length of the route and constructability issues, in order to minimise disruption and meet funding constraints. The three stages are divided as follows: Stage 1 – 1km section starting at the J Tolhopf Rd intersection heading west to the bottom of the hill Stage 2 – starting at the J Tolhopf Rd intersection heading east to join up to the sealed section at the Puhoi end Stage 3 – rest of the western section up to West Coast Rd Concept design for the entire route is complete. Resource Consent application for the entire route will be lodged in December 2019. Detailed Design for Stage 1 is currently being finalised with the intention of going out to tender in December 2019. Construction for Stage 1 planned to commence March 2020 and finish June 2020. Stages 2 and 3 proposed to be completed in 2021 and 2022 respectively. A presentation at the Northern Hui was made on 6 November 2019. Full consultation and engagement is now being undertaken with the residents’ liaison group and the local board.</td>
<td>Stage 1 - June 2020</td>
</tr>
<tr>
<td></td>
<td>Stage 2 – May 2020</td>
<td></td>
<td>Stage 2 – March 2021</td>
</tr>
<tr>
<td></td>
<td>Stage – October 2021</td>
<td></td>
<td>Stage 3 – March 2022</td>
</tr>
</tbody>
</table>

Matakana Link Road Update

56. The Board of AT has approved the design, land purchase and construction of the Matakana Link Road, the 1.35km link between State Highway 1 and Matakana Road that will provide additional resilience to the Warkworth transport network.

57. The new road aims to:
   - Provide for strong east-west connections and north-south connections which bypass central Warkworth; and
   - Improve access to new growth areas.
58. The aim is to complete construction of the link road in time for the opening of NZTA’s Pūhoi to Warkworth project in October 2021, though this is dependent on land acquisition and the resolution of any outstanding Resource Management Act appeals.

59. AT sought construction prices for two designs, options 1A and 1B, during November, with funding approval from NZTA already granted for the Stage 1A design, a two-lane road with 800 metres of four lane road capacity to just before the new bridge, together with off-road facilities for walking and cycling. Under the Stage 1A design the remaining four-laning would be added as a second stage at a later time.

60. AT’s pre-qualified construction companies were also asked for prices on the Stage 1B option of four lanes for the full length of the road, including the new bridge, to be built in one stage, with the intent that construction pricing may allow the four lane work to be done within the current approved budget.

61. Tenders closed in early November and a contractor is expected to be announced early in the New Year. Contract award is subject to confirmation of the Matakana Link Road consents and designation, acquisition of land required for the road, and funding/scope approvals.

62. Mediation is currently underway with appellants and, if unable to be resolved, will require Environment Court Hearings planned in April 2020.

63. Further information about the Matakana Link Road project can be found at https://at.govt.nz/projects-roadworks/matakana-link-road/.

**Hill Street, Warkworth**

64. The NZ Transport Agency (NZTA) and Auckland Transport are jointly delivering a business case for long term improvements to the Hill Street intersection. The work will look at design options and investigate what the future form of the intersection will be after other significant roading projects in the area are completed over the coming years, including the Pūhoi to Warkworth project.

65. The project investigation phase is included in the Regional Land Transport Plan (RLTP), however there is currently no committed funding beyond completing the current business case phase.

66. Once finalised and approved by both Auckland Transport and NZTA, the business case will be used to inform funding prioritisation in the 2021-24 RLTP.

67. Construction of the preferred long-term solution for Hill Street will not occur, at the earliest, until after the Pūhoi to Warkworth motorway extension and Matakana Link Road is completed in late-2021.

68. Further information on the long term improvements project are available on NZTA’s website at: https://www.nzta.govt.nz/projects/hill-street-improvements/.

69. AT will deliver a range of interim improvements at the intersection late this year/early next year, depending on the completion of footpath works which began in the vicinity of Hill Street on 24 November and were due for completion on 9 December, weather permitting.

70. These interim improvements include:
   - a raised zebra crossing on the slip lane off SH1 into Sandspit Road;
   - a signalised pedestrian crosswalk phase for pedestrians on SH1;
   - crosshatching of the area on Sandspit Road at Elizabeth Street;
   - short sections of connecting footpaths as necessary.

**Dairy Flat Highway and Coatesville Riverhead Road intersection**

71. AT continues to roll out safety improvements in Dairy Flat with work starting on the long-awaited new roundabout at the Dairy Flat and Coatesville Riverhead Highways intersection in July.
72. The roundabout is just one improvement being made together with right turn bays, centre median safety barriers, side barriers and intersection upgrades. Speed restrictions were put in place along sections of the highway earlier this year. The safety improvements in Dairy Flat have been made possible due to partial funding from the Regional Fuel Tax, from which $225m has been allocated to improving road safety in both urban and rural areas.

73. Construction of the roundabout is scheduled to be completed by mid-2020. Traffic management will be in place during the entire construction period, and anticipated delays will be communicated to the public with regular project updates.

74. Other work being carried out as part of the project includes:
   - improved road markings at the intersections of Wilks Road and Pine Valley Roads, as well as new signage to provide drivers with more time to slow down before the intersections;
   - intersection upgrade at Kahikatea Flat Road;
   - new right turn bay into Bawden Road, along with intersection improvements;
   - changing passing lanes to a slow vehicle bay from Durey Road to Potter Road to encourage slower speeds.
   - new centre median safety barriers and new right turn bay into Potter Road.

75. Further information and project updates are available at: https://at.govt.nz/projects-roadworks/dairy-flat-highway-safety-improvements/.

Tauākī whakaaweawe āhuarangi
Climate impact statement

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

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

77. The impact of information (or decisions) in this report is/are confined to AT and do/does not impact on other parts of the Council group.
Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe
Local impacts and local board views
78. The proposed decision of receiving the report has no local, sub-regional or regional impacts.

Tauākī whakaaweawe Māori
Māori impact statement
79. 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
80. There are no financial implications in receiving this report.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations
81. There are no risks associated with receiving this report.

Ngā koringa ā-muri
Next steps
82. AT will provide a further report to the Rodney Local Board at its next meeting.

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Rodney Local Board issues list</td>
<td>75</td>
</tr>
<tr>
<td>B</td>
<td>Dairy Flat Highway School Gateway Investigation <em>(Under Separate Cover)</em></td>
<td></td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Authorisers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ellen Barrett – Elected Member Relationship Manager</td>
<td>Jonathan Anyon – Elected Member Relationship Team Manager</td>
</tr>
<tr>
<td></td>
<td>Lesley Jenkins - Relationship Manager</td>
</tr>
</tbody>
</table>
### Attachment A

**Issues Raised by Elected Members to 26 November 2019**

<table>
<thead>
<tr>
<th>Location</th>
<th>Issue</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Ward and Matakan Valley Roads, Matakana</td>
<td>Request for safety improvements at the intersection of Ward and Matakan Valley Roads, Matakana.</td>
<td>On 27 March 2019 Member Houlbrooke forwarded a copy of a letter from a resident of Ward Road requesting safety improvements at the intersection of Ward and Matakan Valley Roads, Matakana. The resident believed the safety hazards are the result of the proximity of the one-lane bridge at the end of Ward Road, poor visibility and lack of signage, contributed to by a deep drain and a slump in the road surface at the end of Ward Road, together with overgrown vegetation, minor maintenance required and poor signage. On 12 August the resident was advised that advanced warning signage had been installed and existing signage had been relocated to improve safety on the approach to the bridge. Vegetation had also been assessed and 100 metres visibility to the south of Ward Road and 150 metres north of Ward Road could be achieved, so tree trimming will be investigated if these sight lines become obstructed. The drain and slump at the beginning of Ward Road was levelled during February.</td>
</tr>
<tr>
<td>2 1216 Sandspit Road, Sandspit</td>
<td>Remediation of the bank at 1216 Sandspit Road, Sandspit.</td>
<td>Member Houlbrooke asked on behalf of the resident at 1216 Sandspit Road, Sandspit, that AT carry out an inspection of the bank in the road corridor which borders the property, and take remedial measures to address erosion threatening its stability and that of the adjoining property. On 4 August Member Houlbrooke and local board staff were advised that cracks in the bank opposite the resident's property on the seaward side had been filled with material that will expand to seal them. AT’s contractor will be monitoring this bank to ensure that the situation does not deteriorate further. However, the property owner was responsible for addressing any issues related to the bank on the boundary of her property, including replanting of vegetation removed.</td>
</tr>
<tr>
<td>3 SH1, Puhoi</td>
<td>Request for construction of a Park and Ride on SH1 in the vicinity of Puhoi and changes to the existing bus services to cater for Puhoi residents.</td>
<td>On 29 July 2019 Member Houlbrooke forwarded a plan drafted by NX2 Group, constructors of the P2W motorway, for a proposed bus stop near the Puhoi turnout which would use the current metal dump being leased by NX2, and the site access area near the old Schollum house. The plan allowed for parking at the Schollum house site and a walkway under the bridge over to the metal dump. Commuters would catch the bus there and on</td>
</tr>
</tbody>
</table>
## Attachment A

### Issues Raised by Elected Members to 26 November 2019

<table>
<thead>
<tr>
<th>Item</th>
<th>Location</th>
<th>Issue Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>Matakana Village and environs</td>
<td>Member Houlbrooke asked for an investigation into safety issues in the Matakana Village area, including traffic speeds approaching the one way bridge on Matakana Valley Road and the condition of the bridge surface; the speed of traffic coming into the 50 km/hour speed limit area to the north of the village along Matakana Valley Road; removal of parking along Matakana Road to the west of the proposed site of the new pedestrian crossing, the unsafe bus stop and the installation of a central median so that traffic can safely enter the new car park; and a safer right turn into Tamahunga Drive for traffic turning off Matakana Road. <em>Referred to Traffic Engineering and Safety</em></td>
</tr>
<tr>
<td>5</td>
<td>396 Mahurangi East Road and Goodall Road, Snells Beach</td>
<td>Improvements for pedestrian crossing located at 396 Mahurangi East Road, Snells Beach. Member Houlbrooke forwarded a request from the Horizon School Board of Trustees for safety improvements to the pedestrian crossing located at 396 Mahurangi East Road, Snells Beach, including raising the crossing, additional signage, and tree trimming. In addition, the Board of Trustees asked that a footpath be installed on nearby Goodall Road. <em>N.B. Tree trimming request forwarded to Auckland Council; remaining requests under investigation.</em></td>
</tr>
<tr>
<td>6</td>
<td>291 Green Road, Matakana</td>
<td>Request for clarification of status of a portion of Green Road, Matakana. Cr Sayers asked for clarification of the status of a portion of road leading to the property at 291 Green Road, Matakana, indicating that this was part of Green Road and asking why it was not included in the maintenance schedule. On 18 September it was confirmed with Cr Sayers that this portion of Green Road is not a registered legal road and as such, it does not appear on AT’s Assets Register and is therefore not be maintained by AT. Should the...</td>
</tr>
<tr>
<td>Item</td>
<td>Location</td>
<td>Issue Description</td>
</tr>
<tr>
<td>------</td>
<td>----------</td>
<td>-------------------</td>
</tr>
<tr>
<td>7</td>
<td>Green Road, Rainbows End</td>
<td>Request for installation of speed calming measures on Green Road, Rainbows End.</td>
</tr>
<tr>
<td>8</td>
<td>Baxter Street, Warkworth</td>
<td>Request for school buses to use the bus stop on Baxter Street, Warkworth.</td>
</tr>
<tr>
<td>9</td>
<td>Mansel Drive, Woodcocks Road and Evelyn Street, Warkworth</td>
<td>Safety improvements at the intersection of Mansel Drive, Woodcocks Road and Evelyn Street, Warkworth.</td>
</tr>
<tr>
<td>10</td>
<td>Baxter and Wharf Streets, Warkworth</td>
<td>Congestion at bus stop on Baxter Street, Warkworth.</td>
</tr>
</tbody>
</table>
### Attachment A

**Issues Raised by Elected Members to 26 November 2019**

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>11</td>
<td>Selman Road, Dairy Flat</td>
<td>Complaint about the condition of Selman Road, Dairy Flat and previous maintenance carried out. The Office of Chris Penk MP forwarded a complaint about the condition of Selman Road, Dairy Flat, and the action taken by contractors to address a previous complaint. On 31 October the MP’s Office was advised that Selman Road had been graded, metalled and rolled on 21 October 2019, as part of the routine unsealed maintenance programme. The engineer also advised that Rodney has over 650km of unsealed network which, unlike sealed roads, require regular maintenance each year. Maintenance includes the retrieval of metal, reshaping of the water tables and the addition of new metal. The engineer noted that potholes do occur, especially during winter, and AT’s contractors patch these as required. It was also noted that dust can be an issue on unsealed roads but that AT does not receive funding for the application of dust suppressants.</td>
</tr>
<tr>
<td>12</td>
<td>Puhoi Village</td>
<td>Request for the implementation of additional safety measures on Puhoi Road. Member Houlbrooke asked that additional speed calming treatments be implemented on Puhoi and Ahuroa Roads, Puhoi. A copy of the response from AT’s Group Manager, Network Management was forwarded to Members Houlbrooke and Pirrie on 26 November. He advised that speed limits are reviewed in accordance with the requirements of the Land Transport Rule: Setting of Speed Limits 2017 and the NZTA Speed Management Guide. The Speed Management Guide sets out a new approach to setting speed limits and recent changes to the Speed Limit Rule shift the focus towards the national safe system approach, placing greater emphasis on the function and use of the road, its geometry and crash risk. Puhoi and Ahuroa Roads carry moderate traffic volumes and are generally rural roads, with the exception of Puhoi Village. The roads are generally winding and the crash risk varies along the route from low to high. Initial indications are that the rural sections of these roads could qualify for a speed limit of 60 km/h under the Speed Management Guide. The roll out of changes under the Speed Management Guide will be gradual and will initially be focused on the areas of greatest crash risk. A Safe Speeds Programme has been developed, which includes a prioritised list of roads where speed limits will be reviewed in the 2018/2019 and 2019/2020 financial years. Puhoi.</td>
</tr>
</tbody>
</table>
### Attachment A

Issues Raised by Elected Members to 26 November 2019

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>and Ahuroa Roads are currently expected to be reviewed in the 2019/2020 financial year. This review will consider the most appropriate speed limit on the rural sections of road as well as through Puhoi Village.</td>
</tr>
<tr>
<td>13</td>
<td>Accelerated Speed Programme</td>
<td>Confirmation of Accelerated Speed Programme. Member Houlbrooke asked for confirmation that speed reductions on those roads in Rodney consulted on and confirmed for speed reductions as part of the Accelerated Speed Programme, a process separate to AT’s more recent Speed Bylaw process, will be implemented at the same time as implementation of reduced speeds included in the Bylaw, i.e., adoption of the Bylaw in June 2020 and implementation from late 2020. Referred to Road Safety</td>
</tr>
<tr>
<td>14</td>
<td>SH16 and environs</td>
<td>Congestion on SH16 and surrounding roads in 2020. The Office of Chris Penk MP forwarded an enquiry from a constituent concerned with potential congestion on SH16 and surrounding roads in Kumeu once filming of the Lord of the Rings series begins at the Kumeu Film Studio, 116 Access Road, Kumeu in 2020. Referred to Planning and Investment</td>
</tr>
</tbody>
</table>
New road name in the Terry Sun subdivision at 296 Amreins Road, Taupaki
File No.: CP2019/19927

Te take mō te pūrongo
Purpose of the report
1. To approve a name for a new private road in the Terry Sun subdivision at 296 Amreins Road, Taupaki.

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. The applicant, Terry Sun, has submitted the following name for the right of way serving the Terry Sun subdivision at 296 Amreins Road, Taupaki.

<table>
<thead>
<tr>
<th>Preferred Name</th>
<th>Alternative Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Silk Place</td>
<td>Bliss Way</td>
</tr>
</tbody>
</table>

Ngā tūtohunga
Recommendation/s
That the Rodney Local Board:
a) approve the new road name Silk Place for the Terry Sun subdivision at 296 Amreins Road, Taupaki, in accordance with section 319(1)(j) of the Local Government Act 1974 and as referenced in Attachment A and B to the agenda report.

Horopaki
Context
4. The subdivision into seven rural residential lots has been approved and the council reference is BUN60330462.
5. A condition of the subdivision consent was to suggest to council a name for the new right of way.
6. In accordance with the national addressing standards the right of way requires a name as it serves more than 5 allotments.

Tātaritanga me ngā tohutohu
Analysis and advice
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 names for the local board’s approval.
8. 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
9. The applicant has submitted the following names for consideration.

<table>
<thead>
<tr>
<th>Preferred Name</th>
<th>Meaning</th>
</tr>
</thead>
<tbody>
<tr>
<td>Silk Place</td>
<td>Promoting a feeling of calm and positive reaction when entering the development.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Alternative Names</th>
<th>Meaning</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bliss Way</td>
<td>Promoting a feeling of calm and positive reaction when entering the development.</td>
</tr>
</tbody>
</table>

10. The applicant has contacted Ngāti Whātua O Kaipara for their comments, no response has been received.

11. Land Information New Zealand has confirmed that the proposed road names are unique and acceptable.

12. The proposed names are deemed to meet the council’s road naming guidelines and the officer’s recommendation is to approve the applicant’s choice.

**Tauākī whakaaweawe āhuarangi**

**Climate impact statement**

13. 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**

14. The decision sought for this report does not trigger the significance policy and is not considered to have any immediate impacts on any council groups.

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

**Local impacts and local board views**

15. The decision sought for this report does not trigger the significance policy and is not considered to have any immediate impacts on the community.

**Tauākī whakaaweawe Māori**

**Māori impact statement**

16. The applicant has written to Ngāti Whātua O Kaipara, who have not replied.

**Ngā ritenga ā-pūtea**

**Financial implications**

17. 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**

18. 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

19. Approved road names are notified to Land Information New Zealand which records them on its 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>296 Amreins Road Locality Map</td>
<td>85</td>
</tr>
<tr>
<td>B</td>
<td>296 Amreins Road Scheme Plan</td>
<td>87</td>
</tr>
</tbody>
</table>

Ngā kaihaina

Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Frank Lovering – Senior Subdivision Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Trevor Cullen - Team Leader Subdivision</td>
</tr>
<tr>
<td></td>
<td>Lesley Jenkins - Relationship Manager</td>
</tr>
</tbody>
</table>
New road name in the Terry Sun subdivision at 296 Amreins Road, Taupaki
Annual Budget 2020/2021 consultation

File No.: CP2019/19557

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 between the governing body and the local board, for each local board area.
3. Annual Budget 2020/2021 consultation will take place from 21 February 2020 - 22 March 2020. Consultation on the proposed content of each local board agreement, which sets out the priorities for the next financial year, must be included as part of that consultation.
4. This report seeks approval from local boards on the local content and supporting information for consultation. It also seeks approval of the Have Your Say event that will be held in their local board area during the consultation period, to give Aucklanders an opportunity to provide face-to-face feedback.
5. It also seeks approval of their local content and supporting information for consultation. This includes the One Warkworth Business Association’s proposed new business improvement district programme, noting that if the council approves the new business improvement district programme the proposed targeted rate is $130,000 as of 1 July 2020.
6. The Governing Body and local boards will approve regional and local items respectively for consultation by 13 December. The regional and local consultation items will then be incorporated into the Annual Budget consultation document and supporting information, which will be adopted by the Governing Body on 12 February 2020.

Ngā tūtohunga
Recommendation/s
That the Rodney Local Board:

the Rodney Local Board:
a) approve Attachment A (to the agenda report) local content for consultation and Attachment B (to the agenda report) local supporting information for consultation
b) delegate authority to the local board chair to approve any final changes required to the local content and supporting information for the Rodney Local Board for the Annual Budget 2020/2021 consultation, including online consultation content.
c) approve, for consultation, the One Warkworth Business Association’s proposed new business improvement district programme, noting that if the council approves the new business improvement district programme the proposed targeted rate is $130,000 as of 1 July 2020.
d) approve the following ‘Have Your Say’ event in the local board area during the Annual Budget 2020/2021 consultation period:
i) Saturday 22 February, 12pm – 2pm, New World Kumeu
ii) Saturday 29 February, 9am – 4.30pm, Helensville A&P Show
iii) Sunday 1 March, 10am – 2pm Coatesville Market
iv) Saturday 14 March, 12 – 2pm New World Warkworth (Special consultation process – Have Your Say event)

v) Wellsford movie night, date and time TBC

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

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

i) local board members and chairperson

ii) General Manager Local Board Services, Local Board Relationship Manager, Local Board Senior Advisor, Local Board Advisor, Local Board Engagement Advisor

iii) any additional staff approved by the General Manager Local Board Services or the Group Chief Financial Officer.

**Horopaki Context**

7. For each financial year, Auckland Council must have a local board agreement that is agreed between the governing body and the local board, for each local board area.

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

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


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

**Tātaritanga me ngā tohutohu**

**Analysis and advice**

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

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

14. Any new local Business Improvement District (BID) targeted rates must be consulted on before they can be implemented. Local boards are therefore also requested to approve any new proposals for consultation.

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

16. The council provides for this through its ‘Have Your Say’ events where Aucklanders can have a face-to-face dialogue with elected members or other council representatives with an appropriate delegation. The Have Your Say event recommended to be held in the Rodney Local Board area is Saturday 14 March, 12 – 2pm New World Warkworth.
17. The consultation period does not begin for a couple of months. If circumstances change between now and the consultation period requiring any changes to the approved Have Your Say event these will be provided to the local board chairperson to approve.

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

19. The special consultative procedure requires the council to provide an opportunity for Aucklanders to present their views to the council in a manner that enables “spoken (or New Zealand sign language) interaction” between the person and the council’s decision-makers, or their official delegates. The recommended Have Your Say events, along with the recommended delegation, provides for this spoken interaction.

**Proposed One Warkworth Business Improvement District programme**

20. As part of the Auckland Council Business Improvement District (BID) Policy the local board must approve the proposed new BID programme establishment map, Attachment C to the agenda report.

21. One Warkworth Business Association is proposing a BID project in Warkworth. This will go to ballot in March 2020.

22. If the council approves the new BID programme the One Warkworth BID programme will represent about 480 business ratepayers and owners, with a proposed BID targeted rate of $130,000 as of 1 July 2020.

**Tauākī whakaaweawe āhuarangi**

**Climate impact statement**

23. 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.

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

25. 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**

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

27. 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**

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

29. 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**

30. 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.

31. 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.

32. 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.

33. 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**

34. Event associated costs include venue hire (where council premises cannot be utilised) and catering.

**Ngā raru tūpono me ngā whakamaurutanga**

**Risks and mitigations**

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

**Ngā koringa ā-muri**

**Next steps**


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

**Ngā tāpirihanga**

**Attachments**

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Local content for consultation</td>
<td>93</td>
</tr>
<tr>
<td>B</td>
<td>Local supporting information for consultation</td>
<td>95</td>
</tr>
<tr>
<td>C</td>
<td>One Warkwork Business Improvement District establishment map</td>
<td>97</td>
</tr>
</tbody>
</table>

**Ngā kaihaina**

**Signatories**

<table>
<thead>
<tr>
<th>Authors</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>Lesley Jenkins - Relationship Manager</td>
</tr>
</tbody>
</table>
### Rodney Local Board

**In 2020/2021, we plan to invest $6.6 million to renew and develop assets and $15.2 million to maintain and operate assets as well as provide local programmes and initiatives.**

<table>
<thead>
<tr>
<th>What we’ve been doing</th>
<th>Our proposed priorities for 2020/2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>Each year we deliver activities and services in your local board area. These activities and projects are based on the three-year direction agreed in our Local Board Plan.</td>
<td>Access to new bus services will be improved further by park and ride facilities at Warkworth and Kumeu-Huapai. Design work is near completion. New footpaths are being funded directly from the transport targeted rate.</td>
</tr>
<tr>
<td>For the first time, public transport delivers daily services to the main villages and towns of Rodney. The transport targeted rate and advocacy focuses on your transport priorities; bus services, footpaths and improved access to services.</td>
<td>New parks and reserves in Milldale and Riverhead will be planned as a result of new development. Growth is also making the future library needs of Warkworth a priority.</td>
</tr>
<tr>
<td>Playgrounds and reserves throughout Rodney are being upgraded like the new skate park and playspace at Wellsford and Rautawhiri Park</td>
<td>A masterplan for Green Road (Rangitopuni) Park in Dairy Flat will continue.</td>
</tr>
<tr>
<td>Support for planting and approximately 9,432 metres of fencing of streams and waterways to improve the water quality of Rodney’s harbours.</td>
<td>Continuing key initiatives to fund and improve drainage areas in the north and greater emphasis on environmental projects to improve water quality, waterways and harbours.</td>
</tr>
<tr>
<td>Created plans and projects to improve parts of Helensville and Wellsford town centres, and deliver place-making projects in Warkworth.</td>
<td>The One Warkworth Business Association Inc (OWBA) is proposing a new Business Improvement District (BID) in our local board area, the Warkworth BID programme. If the council approves the Warkworth BID programme, it will represent about 480 business ratepayers and owners, with a proposed BID targeted rate of $130,000, as of 1 July, 2020.</td>
</tr>
</tbody>
</table>
Rodney 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 chairperson

The Rodney Local Board set a clear funding direction with the adoption of the 2017 Local Board Plan.

You told us that you needed improved public transport options and footpaths to provide safe walking for Rodney. We heard that you valued our environment, especially our waterways and harbours. Growing communities told us they needed access to great playgrounds and parks to relax and enjoy time with family and friends, and you told us that you wanted to be recognised and acknowledged as part of Auckland.

Your local board made some hard decisions in the last term and we believe we are delivering on those commitments.

We have delivered daily bus services to Rodney. Now that we are entering into the 2020/2021 financial year, we are planning to enhance those services with new park and ride options at Kumeu-Huapai and Warkworth. The local board is focusing on building a long list of footpaths for our villages and towns. More top-class facilities at our parks, beaches and reserves will be finished in the coming year. By working with farmers and landowners more waterways and harbours will be protected through riparian fencing and planting grants and we will fund more community groups to carry out planting and pest control work.

Where growth is occurring in Rodney, we want to ensure that we are meeting the current and future community needs. The local board want to ensure we have a masterplan for Green Road Reserve (Rangitopuni) and start investigations on the future needs of the library in Warkworth. We are planning new playgrounds in Riverhead and Milldale and ensuring that the three main town centres of Wellsford, Kumeu-Huapai and Warkworth are revitalised.

In 2020 we will be engaging with you to develop a new local board plan which will allow the opportunity to look at new ideas and initiatives. The Annual Plan consultation for the last year of the current Local Board Plan is an opportunity for you to tell us if the priorities have changed or there’s something the local board can deliver that we have missed.

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

In 2020/2021, to deliver on our priorities we plan to invest $6.6 million to renew and develop assets and $15.2 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>
<tbody>
<tr>
<td>Operating Spend 2020/2021</td>
<td>$XXm</td>
<td>$XXm</td>
<td>$XXm</td>
<td>$XXm</td>
</tr>
<tr>
<td>Capital spend 2020/2021</td>
<td>$XXm</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>
### OPEX project name

<table>
<thead>
<tr>
<th>OPEX project name</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Green Road Reserve (Rangitopuni) Masterplan</td>
<td>Green Road, Dairy Flat</td>
</tr>
<tr>
<td>Indoor multi-sport facility – development Huapai (OLI)</td>
<td>Huapai</td>
</tr>
<tr>
<td>New Playgrounds</td>
<td>Riverhead; Milldale</td>
</tr>
<tr>
<td>Helensville Town Centre</td>
<td>Helensville</td>
</tr>
<tr>
<td>Warkworth Placemaking</td>
<td>Warkworth</td>
</tr>
</tbody>
</table>

### CAPEX project name

<table>
<thead>
<tr>
<th>CAPEX project name</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rodney park-and-ride Projects</td>
<td>Warkworth and Kumeu-Huapai</td>
</tr>
<tr>
<td>Warkworth Library – redevelopment</td>
<td>Warkworth</td>
</tr>
<tr>
<td>Wellsford Centennial Park renewal – scoping</td>
<td>Wellsford</td>
</tr>
</tbody>
</table>

**Proposed new One Warkworth Business Association Inc Business Improvement District**

The Auckland Council Business Improvement District (BID) Policy 2016 requires the local board to approve any new BID Programmes and recommend the setting of the BID targeted rate to the governing body.

The One Warkworth Business Association Inc (OWBA) is proposing to establish the Warkworth BID programme located within the Rodney Local Board boundary. The OWBA will hold a postal ballot of the business ratepayers located in the defined Warkworth BID programme area by 31 March 2020. If the ballot is successful and the BID programme is approved, the Warkworth BID programme will represent about 480 business ratepayers and owners, with a proposed targeted rate of $130,000, as of 1 July 2020.

**What do you think?**

In your opinion, are the priorities right for this local board area in 2020/2021?
Auckland Council’s Quarterly Performance Report: Rodney Local Board for quarter one 2019/2020

File No.: CP2019/20570

Te take mō te pūrongo

Purpose of the report
1. To provide the Rodney 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 Rodney Local Board Plan outcomes.
4. The key activity updates from this quarter are:
   • Provision of public transport options in Rodney reached another huge milestone with land allocated to the first of the temporary Park-n-rides returning to Auckland Council control. This will allow work to start on detailed design and site assessment at the old Atlas cement site in Warkworth
   • Volunteers have been working in our communities all over Rodney planting trees, and on animal pest control. This work was recognised by the Mayor in September when members of the Puhoi Pioneers volunteer group took out the Auckland-wide Restoration Prize at the Mayoral Conservation Awards.
5. All operating departments with agreed work programmes have provided a quarterly update against their work programme delivery (Attachment A to the agenda report). 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):
   • Indoor courts at Huapai (ID 3397)
6. Despite the red status of this project, the local board One Local Initiative (to develop indoor courts) is on track. This project provided some of seed funding to ensure the larger project which is part of the regional One Local Initiative programme, will be achieved. The budget here will be re-allocated once a project manager is appointed for the local board’s One Local Initiative.
7. A detailed business case is being developed which includes stakeholder engagement through November and December which will help to inform the needs and level of service provision required
   • Whangateau Reserve – renew toilet waste water system (ID 2110)
8. Healthy Waters is completing a wider investigation of wastewater solutions for this area. Therefore, physical renewal works have been placed on hold until results of the investigation are known.
   • Sandspit parking service assessment (ID 615)
9. As this carpark has not yet been transferred to Auckland Council, it will continue to be managed by Auckland Transport for the summer of 2019/2020. During this time a proposed management approach will be developed by Parks, Sport and Recreation and Community Facilities for consideration by the local board.

10. The financial performance report compared to budget 2019/2020 is included as Attachment B to the agenda report. There are some points for the local board to note: Overall, the net operational financial performance of the board is tracking below the revised year to date budget (91 percent). Revenue is right on budget for the year to date and is likely to be on target for the full financial year.

11. From the local boards’ Locally Driven Initiatives funding, the majority of projects are underway and on track to be completed during the year, although some projects that were carried forward from 2018/2019 will need to be monitored carefully to ensure completion.

12. Capital projects underway include Huapai Service Centre Riverbank where there are delays arising from design changes to progress the resource consent application, and Helensville Town Centre plan where consultation on the concept plans has been underway.

13. The annual plan budget has been revised to incorporate delayed delivery or earlier commencement of individual projects or other changes that are of material value. The net effect of these changes is reflected in the full year revised budget. The work programmes have also been updated to reflect these changes, including recommendations for additional Risk Adjusted Programme projects.

**Ngā tūtohunga**

**Recommendation/s**

That the Rodney Local Board:

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

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

c) *approve the following amendments to the Community Facilities 2019 – 2022 work programme:
   i) activity name “Indoor multi-sport facility - development – Huapai”, line item 2547 to amend the activity description to include the approval for progression to detailed business case stage in 2019/2020
   ii) activity name Buckleton Beach Reserve - renew timber seawall line item 3075 to amend the activity description to state ‘FY20/21 - consent and planning, FY21/22 - deliver physical works
   iii) activity name Point Wells Reserve Foreshore - renew seawall line item 3076 to amend the activity description to state ‘FY20/21 - consent and planning, FY21/22 - deliver physical works

d) *approve the amendment to the Community Facilities 2019/2020 work programme and 2020-2022 indicative work programme to add the following projects to the Risk Adjusted Programme:
   i) Snells Beach – refurbish toilet block – Hamatana Road (ID 3015)
   ii) Snells Beach Reserve, Esplanade and Sunrise Boulevard – renew minor assets (ID 2635)
   iii) Sunburst Reserve and Tamatea Esplanade – renew minor assets (ID 2859)
   iv) Te Moau Reserve and river esplanade – renew concrete pavement (ID 2834)*
v) Wellsford, 118 Rodney Street, rebuild public toilet block (ID 2883)
vi) Whangateau Hall Grounds – renew toilet block (ID 3018)
vii) Goodall Reserve – renew minor assets (ID 3013)
viii) Harry James Reserve – renew carpark and drainage (ID 2574)
ix) Mahurangi West Hall – renew drainage and pavement with concrete (ID 2575)
x) Parry Kauri Park – renew minor assets (ID 2870)
xii) Riverhead War Memorial Park – renew minor assets (ID 2584)

Horopaki Context

14. The Rodney Local Board has an approved 2019/2020 work programme for the following operating departments:
   - Arts, Community and Events;
   - Parks, Sport and Recreation;
   - Libraries and Information;
   - Community Services: Service, Strategy and Integration;
   - Community Facilities: Build Maintain Renew;
   - Community Leases;
   - Infrastructure and Environmental Services;

15. Work programmes are produced annually, to meet the Rodney Local Board outcomes identified in the three-year Rodney Local Board Plan. The local board plan outcomes are:
   - We can get around easily and safely
   - Communities are influential and empowered
   - Parks and sports facilities that everyone can enjoy
   - Our harbours, waterways and environment are cared for, protected and healthy
   - Arts and culture is vibrant and strong

16. 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>Outcome</th>
<th>Number of Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>We can get around easily and safely</td>
<td>1</td>
</tr>
<tr>
<td>Parks and sports facilities that everyone can enjoy</td>
<td>90</td>
</tr>
<tr>
<td>Our harbours, waterways and environment are cared for, protected and healthy</td>
<td>14</td>
</tr>
<tr>
<td>Communities are influential and empowered</td>
<td>148</td>
</tr>
<tr>
<td>Arts and culture is vibrant and strong</td>
<td>3</td>
</tr>
</tbody>
</table>

Number of Activities

Tātaritanga me ngā tohutohu
Analysis and advice

Local Board Work Programme Snapshot

17. 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

<table>
<thead>
<tr>
<th>RAG Status</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Red</td>
<td>3, 2%</td>
</tr>
<tr>
<td>Amber</td>
<td>14, 8%</td>
</tr>
<tr>
<td>Green</td>
<td>148, 90%</td>
</tr>
<tr>
<td>Grey</td>
<td></td>
</tr>
</tbody>
</table>

18. The graph below shows the activity status and the stage of the activity in each departments work programmes. The number of activity lines differ by department as approved in the local board work programmes.
Key activity updates from quarter one

19. The following key initiatives have progressed through quarter one:
   - Local board agreement key initiative: “Continuing the local parks management plan to address the needs and future uses of Rodney’s reserves and open spaces”

20. The first round of public consultation has been completed. Following a workshop on a high-level summary of community feedback, the board made decisions on classification of parks. Further analysis of the feedback is now underway, which will help with the development of the draft local parks management plan.
   - Local board agreement key initiative: “Undertaking an infrastructure assessment of Wellsford Centennial Park”

21. Interviews with key stakeholders have been completed and information gathered will be used to prepare for a future needs assessment by providing context of the current state.
   - Local board agreement key initiative: “funding Rodney’s conservation volunteers in our public spaces, including community planting programmes, plant and animal pest control, and providing materials and green waste disposal”

22. This quarter the focus was on community planting days, and 5314 plants have been planted as a result by the 2386 hours of provided by volunteers. The Puhoi Pioneers volunteer group won the restoration prize at Mayoral Conservation Awards held in September 2019 for their work on the Puhoi Pioneers Memorial Park walkway.
   - Local board agreement key initiative: “contributing funding for the delivery of key community-led events throughout Rodney”

23. Five grants with a value of $21,000 have been paid out to the Kowhai Festival, Warkworth A&P Show, Helensville A&P Show, Wellsford Christmas Parade, Helensville Christmas Parade, and a Waitangi Day Event in Te Awaroa.
   - Local board plan key initiative: “Support the establishment of park-and-ride facilities in Rodney, including advocating to Auckland Transport to expand existing facilities in neighbouring local board areas.”

24. The site of the temporary park-and-ride facility in Warkworth at the old Atlas Cement works has been surrendered by the leaseholder and asbestos surveys of all outbuildings is underway. Planning and design for the proposed temporary park and ride facility is being initiated.
Rodney Local Board
11 December 2019

- Local board plan key initiative: “Work on realising Rodney’s greenways plans, including working with our key stakeholders to complete our plans, identify priority areas, and design and build the greenways.”

25. Initial site visits by Warkworth Ratepayers Walkway Group and lead consultants have been completed for the Snells Beach to Warkworth walkway, following the appointment of the consultants in late July 2019.

- Local board agreement key initiative: “delivering the planned town centre improvements in Helensville and Warkworth”

26. For Warkworth town centre, following the concept design approval, the tender documents are being prepared in preparation for the tender process contractor procurement. Construction and delivery to occur in the 2020/2021 financial year.

27. Also, the detailed design for Te Huihuinga Kowhai, the new community gathering space between the Old Masonic Hall and the Warkworth Library, has been completed and the project has been handed over to Community Facilities for project delivery. The build has been scheduled for later in 2019.

28. For Helensville seats and signage elements are being reviewed by local iwi and final detail and location are being discussed.

- Local board agreement key initiative: “continued funding for the Healthy Harbours Fund, which provides match-funding for landowners who want to look after our waterways with riparian planting and stock proof fencing”

29. The Rodney Healthy Harbours Fund round closed in September 2019. Following advertisements in local media a total of 24 applications were received. In quarter two, funding applications will be assessed, and recommendations will be presented to the General Manager of Healthy Waters for approval. The board will then be provided with an update on the outcomes.

- Local board agreement key initiative: “funding for the development of a community-led local pest management plan to help a community in Rodney to manage the pest animal population”

30. The scope and geographic focus for pest free management plans has been defined by Environmental Services and Community Services staff and was endorsed by the local board on 5 September 2019. Environmental Services is developing a proposal for procurement of a facilitator and strategist. This process is being supported by Community Facilities. This person will be recruited and will start liaising with community organisations and neighbours in quarter two.

- Local board agreement key initiative: “maintenance and improvements of stormwater infrastructure in rural drainage areas of Okahukura, Te Arai and Glorit, to prevent flooding”

31. Auckland Council Healthy Waters department has started remediation work in the drainage districts. Work includes urgent repairs to flood gates and culverts, weed spraying, and removing the raupō (bullrush) islands from Lake Spectacle in Te Arai. This work is funded through the regional Healthy Waters budget and local board funds and will continue until 30 June 2020.

Activities with significant issues

32. Leigh Hall – refurbish interior (ID 2428) The allocated budget is at risk due to asbestos issues noted during project scoping. The original project was to ensure that the hall can be used throughout power outages. Due to the presence of Asbestos, the council sustainability team has been investigating alternative power supply.

133. Warkworth Showgrounds – install lighting on fields 1 and 2. (ID 3808). There is currently no budget to address the need for new light fittings. The glare from the luminaires installed in November 2017 unfortunately only partly complies with the resource consent. Ultimately, the
light fittings will need to be changed to ensure full compliance and avoid it becoming a potential issue in future years with the pending development around the western and northern ends of the showgrounds. An assessment on the options is being prepared.

34. Whangateau Reserve - renew toilet waste water system (ID 2110.) Following the programmed renewal of the toilet waste system, progression on work has been paused on the disposal location, due to the terrain and protected overlays in the Auckland Unitary Plan. An alternative location and options are be being investigated.

Activities on hold
35. The following work programme activities have been identified by operating departments as on hold:
   - Indoor courts at Huapai (ID 3397)
36. Once a project lead has been appointed, a detailed business case is being developed, which will include a detailed budget, and provide options. Then a determination can be made about the project budget allocation.
   - Whangateau Reserve – renew toilet wastewater system (ID 2110)
37. The physical work on renewing this wastewater system has been delayed pending a wider investigation of the surrounding area by Healthy Waters. This investigation has been prompted by concerns about the current site’s topography and disposal location. Healthy Waters is looking at the feasibility options for disposal of wastewater in this area.
   - Rodney – renew community facilities - Te Hana and Wellsford (ID 3533)
38. Staff are investigating the building condition of the Te Hana Hall, and the project to reinstate the toilet is awaiting the outcome of this assessment. For the Wellsford Toilet Block, this is not scheduled for financial year 2020/2021.
   - Rautawhiri Park – renew toilets and changing rooms (ID 2487)
39. The detailed design and planning are underway in financial year 2019/2020, but subsequently no funding was found available to progress the project until 2020/2021.
40. Whilst no physical works will occur the current financial year, a tender has been released to market and pricing will be negotiated in order to try to complete physical works in the 2020 calendar year.

Changes to the local board work programme
Deferred activities
41. The following activities have been carried over from the 2018/2019 work programme
   - Cabeleigh Drive Pond Reserve - develop playspace (ID 3374)
   - Rodney Town Centre Revitalisation - implement concept plan – Warkworth (ID 2275)
   - Rodney Town Centre Revitalisation - implement concept plan – Helensville (ID 3376)
   - Puhoi Town Library - renew heritage facility (ID 3526)
   - Rodney - renew community facilities (ID 3533)
   - Coatesville Settlers Hall - replace roof components (ID 3556)
   - Rodney - renew park fencing 2017/18 - 2018/19 (ID 3694)
   - South Head Hall - refurbish toilet block (ID 3727)
   - Whangateau Harbour - renew coastal structures (ID 3733)
   - Rodney - renew minor park buildings 2017/18 (ID 3738)
   - Port Albert - renew reserve assets 2018/2019 (ID 3741)
   - Wainui Hall - refurbish flooring and lighting (ID 3742)
Rodney Local Board
11 December 2019

- Rodney Greenways Plan – develop design (ID 3783)
- Warkworth Showgrounds - install lighting on fields 1 and 2 (ID 3808)
- Indoor Courts at Huapai (ID 3397)
- RD: Service assessment programme FY20 (ID 3402)
- Blomfield Reserve Waimauku: The Scout Association of New Zealand (ID 3411)

Cancelled activities
42. The following activity has been cancelled:
   - Matakana, 17 Long Meadow Lane, remediate slip. (ID 3183)
43. Technical advice received is that this site no longer requires work. Project cancellation pending with the local board.

Tauākī whakaaweawe āhuarangi
Climate impact statement
44. Receiving performance monitoring reports will not result in any identifiable changes to greenhouse gas emissions.
45. 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 porting requirements.
46. The recommendations on amendments to timelines in the Community Facilities work programmes are unlikely to have climate impacts.
47. The local board is currently investing in a number of sustainability projects, which aim to build awareness around individual carbon emissions, and changing behaviour at a local level. These include:
   - Rodney Healthy Harbours Riparian Restoration Fund (ID 428)
48. The Rodney Healthy Harbours Fund was received a number of applications, and following selection by Healthy Waters, the local board will be updated on the outcomes of this round in quarter two.
   - Pest free management plans-Rodney (ID 708)
49. The scope and geographic focus for the pest free management plans has been defined by Environmental Services and Community Services staff and was endorsed by the local board on 5 September 2019. Environmental Services is developing a proposal for procurement of a facilitator and strategist. This process is being supported by Community Facilities. When recruited this person will liaise with community organisations and neighbours in quarter two.
   - Ecological volunteers and environmental programme (ID 733)
50. This ongoing programme to support community and volunteer groups on ecological and environmental initiatives, has this quarter seen volunteers provide 2386 hours of contribution, and planting 5314 plants in local community planting days.

Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera
Council group impacts and views
51. 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
52. This report informs the Rodney Local Board of the performance for the quarter ending 30 September 2019.
Tauākī whakaaweawe Māori
Māori impact statement
53. Māori as stakeholders of council are affected and have an interest in any report on the quarterly financial results. However, the recommendation to the local board of receiving the report has no particular benefit to, or adverse effect on, Māori. Some specific work programme items of interest are outlined below.

- Helensville Town Centre. The Streetscape Project has involved iwi input into late stage design elements (ID 972)
- Celebrating Te Ao Māori. Increasing numbers of programmes and events in libraries are including te reo and showcasing Te Ao Māori (ID 972)
- Responding to Māori Aspirations. (ID 152) Initial meetings have been held with Ngāti Whātua o Kaipara on planning the community consultation for the name change to Te Awaroa, from Helensville.

54. In the west, community groups in Warkworth and Matakana are developing heritage trails. The Matakana group, in particular, have been open to reflecting Ngāti Manuhiri aspirations as part of this.

Ngā ritenga ā-pūtea
Financial implications
55. There are no financial implications associated with this report.

Financial Performance
56. Operating expenditure relating to Asset Based Services (ABS) is over budget by $334,000 for the year to date, while the LDI operational projects are currently $678,000 below budget. This is due to a variety of projects yet to draw down on financial allocations.

57. Capital spend of $1.1 million represents investment in the completion of the Shelly Beach seawall, renewal of reserve assets at Port Albert, and continued works at Wellsford Community Centre (roof replacement).

58. The complete Rodney Local Board Financial Performance report can be found in Attachment B.

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

60. 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.

61. 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.

62. 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.

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

64. 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:

- Indoor multi-sport facility - development – Huapai (ID 2547) This currently includes funding deferred from 2018/2019 to 2019/2020. The additional budget of $187,763 has been allocated in response to resolution number ENV/2019/104, the approval to progress to the detailed business case stage of the development. The activity
description has been updated to reflect the next phase of the project and the timeframe expected to complete this phase

- Buckleton Beach Reserve - renew timber seawall (ID 3075) Point Wells Reserve Foreshore - renew seawall (and ID 3076) were both unbundled from another project as part of the approved work programme and funding expected to be deferred from FY2018/2019 did not land in FY2019/2020 as anticipated. The activity description needs to be updated to reflect the new expected timeframe.

**Risk Adjusted Projects (RAP)**

40. The approved Community Facilities 2019/2020 work programme and 2020-2022 indicative work programme includes projects identified as part of the Risk Adjusted Programme (RAP).

41. 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.

42. Since approval of the local work programmes in June 2019 investigation and design (including forecasting of delivery) has commenced. As a result, it has become apparent that some projects that had been included for delivery in the 2019/2020 financial year may not be able to be progressed as quickly as anticipated.

43. Reasons for delays include matters such consenting, heritage items identified, and consultation requirements. Therefore, in order to enable 100 per cent delivery to budget Community Facilities request approval to RAP and progress the following projects:

- Snells Beach – refurbish toilet block – Hamatana Road (ID 3015)
- Snells Beach Reserve, Esplanade and Sunrise Boulevard – renew minor assets (ID 2635)
- Sunburst Reserve and Tamatea Esplanade – renew minor assets (ID 2859)
- Te Moau Reserve and river esplanade – renew concrete pavement (ID 2834)
- Wellsford, 118 Rodney Street, rebuild public toilet block (ID 2883)
- Whangateau Hall Grounds – renew toilet block (ID 3018)
- Goodall Reserve – renew minor assets (ID 3013)
- Harry James Reserve – renew carpark and drainage (ID 2574)
- Mahurangi West Hall – renew drainage and pavement with concrete (ID 2575)
- Parry Kauri Park – renew minor assets (ID 2870)
- Riverhead War Memorial Park – renew minor assets (ID 2584)
- Rautawhiri Park – renew toilets and changing rooms (ID 2487)
- Falls Road River Esplanade Reserve – renew hardstand and renew drainage (ID 2691)
- Harry James Reserve – renew carpark and drainage (ID 2574)
- Rautawhiri Park – renew sports fields 3, 4 and 5 (ID 2835).
Ngā raru tūpono me ngā whakamaurutanga

Risks and mitigations

44. 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.

45. 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

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

Ngā tāpirihanga

Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Rodney Local Board work programme update <em>(Under Separate Cover)</em></td>
<td></td>
</tr>
<tr>
<td>B</td>
<td>Rodney Local Board quarterly report - Financial attachment <em>(Under Separate Cover)</em></td>
<td></td>
</tr>
<tr>
<td>C</td>
<td>Community Facilities BMR work programme <em>(Under Separate Cover)</em></td>
<td></td>
</tr>
</tbody>
</table>

Ngā kaihaina

Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Matthew Kerr – Senior Local Board Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Lesley Jenkins - Relationship Manager</td>
</tr>
</tbody>
</table>
Elected Members Expense Policy 2019

File No.: CP2019/19757

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

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

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

Horopaki Context

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

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

13. The Authority sets some work-related expenses for elected members:

- the maximum allowances payable by councils to elected members for certain activities, such as transport and communications
- the criteria for and amounts payable to, elected members sitting on resource consent hearings.

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

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

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

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

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

14 Childcare allowance

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

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

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

(b) the child is aged under 14 years of age; and

(c) the childcare is provided by a person who—

(i) is not a family member of the member; and
(ii) does not ordinarily reside with the member; and

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

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

(4) In this regulation, family member of the member means—

(a) a spouse, civil union partner, or de facto partner:

(b) a relative, that is, another person connected with the member within 2 degrees of a relationship, whether by blood relationship or by adoption.

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

Tātaritanga me ngā tohutohu
Analysis and advice

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Tauākī whakaaweawe āhuarangi
Climate impact statement

26. The adoption of the expenses policy is largely an administrative decision. Relevant to climate change is the statement in the policy (6.3): “Auckland Council promotes public transport and cycling as the preferred ways of moving around Auckland. Elected members are expected to use public transport in the first instance but may also use their private car or council vehicles when on council business.”
Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera
Council group impacts and views
27. The Authority’s Determination and the Auckland Council Elected Member Expense Policy only affect elected governing body and local board members.

Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe
Local impacts and local board views
28. The feedback from local boards will be reported to the Governing Body when it decides the Auckland Council Elected Member Expense Policy.

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

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

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

Ngā koringa ā-muri
Next steps
32. Feedback from all local boards will be reported to the Governing Body when it decides the Auckland Council Elected Members Expense Policy.

Ngā tāpirihanga
Attachments
<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</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</td>
<td>117</td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories
Author               Warwick McNaughton - Principal Advisor - Democracy Services
Authorisers          Marguerite Delbet - General Manager Democracy Services
                      Lesley Jenkins - Relationship Manager

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)
Resolutions of local boards on the draft submission to the Remuneration Authority’s proposal for a childcare allowance

<table>
<thead>
<tr>
<th>Local Board</th>
<th>Resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Albert-Eden Local Board</td>
<td>That the Albert-Eden Local Board:</td>
</tr>
<tr>
<td></td>
<td>a) endorse and support the draft Auckland Council submission on the Remuneration Authority’s proposed policy on childcare allowances.</td>
</tr>
<tr>
<td>Devonport-Takapuna Local Board</td>
<td>That the Devonport-Takapuna Local Board:</td>
</tr>
<tr>
<td></td>
<td>a) endorses the draft Auckland Council submission on the Remuneration Authority’s proposed policy on childcare allowances.</td>
</tr>
<tr>
<td></td>
<td>b) applauds the Young Elected Members Network for their leadership in developing this policy in supporting parents within Local Government New Zealand.</td>
</tr>
<tr>
<td>Franklin Local Board</td>
<td>That the Franklin Local Board</td>
</tr>
<tr>
<td></td>
<td>a) endorse Auckland Council’s draft submission on the Remuneration Authority’s proposed policy on childcare allowances for elected members of local government.</td>
</tr>
<tr>
<td>Great Barrier Local Board</td>
<td>That the Aotea Great Barrier Local Board:</td>
</tr>
<tr>
<td></td>
<td>a) endorse the draft submission on the Remuneration Authority’s proposed policy on childcare allowances noting the need to broaden the scope for Great Barrier Island as there is no existing registered child care provider nor child care facilities on the island.</td>
</tr>
<tr>
<td>Henderson-Massey Local Board</td>
<td>That the Henderson-Massey Local Board:</td>
</tr>
<tr>
<td></td>
<td>a) endorse the draft submission on the Remuneration Authority’s proposed policy on childcare allowances.</td>
</tr>
<tr>
<td>Hibiscus and Bays Local Board</td>
<td>That the Hibiscus and Bays Local Board:</td>
</tr>
<tr>
<td></td>
<td>a) endorse the draft submission on the Remuneration Authority’s proposed policy on childcare allowances.</td>
</tr>
<tr>
<td>Howick Local Board</td>
<td>That the Howick Local Board:</td>
</tr>
<tr>
<td></td>
<td>a) endorse the draft submission on the Remuneration Authority’s proposed policy on childcare allowances.</td>
</tr>
<tr>
<td>Kaipatiki Local Board</td>
<td>That the Kaipatiki Local Board:</td>
</tr>
<tr>
<td></td>
<td>a) endorse the draft Auckland Council submission on the Remuneration Authority’s proposed policy on childcare allowances.</td>
</tr>
<tr>
<td>Manurewa Local Board</td>
<td>That the Manurewa Local Board:</td>
</tr>
<tr>
<td></td>
<td>a) receive the draft submission on the Remuneration Authority’s proposed policy on childcare allowances.</td>
</tr>
<tr>
<td>Māngere-Ōtahuhu Local Board</td>
<td>That the Māngere-Ōtahuhu Local Board:</td>
</tr>
<tr>
<td></td>
<td>a) endorse the draft submission on the Remuneration Authority’s proposed policy on childcare allowances.</td>
</tr>
<tr>
<td>Local Board</td>
<td>Request</td>
</tr>
<tr>
<td>---------------------------------</td>
<td>-------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Maungakiekie-Tamaki Local Board</td>
<td>That the Maungakiekie-Tamaki Local Board:</td>
</tr>
<tr>
<td></td>
<td>a) endorse the draft submission on the Remuneration Authority’s proposed policy on childcare allowances.</td>
</tr>
<tr>
<td>Ōrākai Local Board</td>
<td>That the Ōrākai Local Board note the draft submission on the Remuneration Authority’s proposed policy on childcare allowances.</td>
</tr>
<tr>
<td>Ōtara-Papatoetoe Local Board</td>
<td>That the Ōtara-Papatoetoe Local Board:</td>
</tr>
<tr>
<td></td>
<td>a) endorse the draft submission on the Remuneration Authority’s proposed policy on childcare allowances.</td>
</tr>
<tr>
<td>Papakura Local Board</td>
<td>That the Papakura Local Board:</td>
</tr>
<tr>
<td></td>
<td>a) receive the draft submission on the Remuneration Authority’s proposed policy on childcare allowances.</td>
</tr>
<tr>
<td>Puketāpapa Local Board</td>
<td>That the Puketāpapa Local Board:</td>
</tr>
<tr>
<td></td>
<td>a) endorse the draft submission on the Remuneration Authority’s proposed policy on allowances.</td>
</tr>
<tr>
<td></td>
<td>b) request the Remuneration Authority to develop a policy on paid parental leave for elected members</td>
</tr>
<tr>
<td></td>
<td>c) seek a legislative change to the Citizens Regulations Act 2002 to also enable deputy chairs to take the oath of allegiance/affirmation at Citizenship Ceremonies.</td>
</tr>
<tr>
<td>Rodney Local Board</td>
<td>That the Rodney Local Board:</td>
</tr>
<tr>
<td></td>
<td>a) do not endorse the draft submission on the Remuneration Authority’s proposed policy on childcare allowances, and provide the following feedback to the Remuneration Authority:</td>
</tr>
<tr>
<td></td>
<td>i) The elected members fee is an honorarium, not a salary, and elected members are expected to meet their own costs while serving on a local board</td>
</tr>
<tr>
<td></td>
<td>ii) The elected member honorarium does not include provision for any leave entitlements or other benefits, save for mileage travel expenses which are universally claimable in the course of business, so singling out childcare allowances is arbitrary and not in keeping with an honorarium</td>
</tr>
<tr>
<td></td>
<td>iii) Standing for local government is a community service, not a career path, and all elected members incur hardship of one sort or another, a better focus would be amending the current policies which negatively impact elected members in rural areas who travel vast distances but have a capped sum on the amount of mileage that can be claimed annually</td>
</tr>
<tr>
<td></td>
<td>iv) if the Remuneration Authority considers that additional benefits should be payable to elected members to encourage more people to stand for election they would be better off increasing the honorarium for all, not allowances for some</td>
</tr>
<tr>
<td></td>
<td>v) There are other methods available to elected members who wish to recover childcare costs, including tax deductions or other mechanisms through IRD which will not unfairly burden the Auckland ratepayer like the Remuneration Authority proposal will</td>
</tr>
<tr>
<td>Rodney Local Board</td>
<td>Item 20</td>
</tr>
<tr>
<td>--------------------</td>
<td>--------</td>
</tr>
<tr>
<td>Upper Harbour Local Board</td>
<td>That the Upper Harbour Local Board:</td>
</tr>
<tr>
<td></td>
<td>a) receive the draft Auckland Council submission and report on the Remuneration Authority’s proposed policy on childcare allowances.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Waitheke Local Board</th>
<th>That the Waitheke Local Board:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>a) supports the proposed policy on childcare allowances and provides the following feedback:</td>
</tr>
<tr>
<td></td>
<td>• the provision of the allowance may encourage greater diversity in those standing for election in Auckland. Currently the remuneration provided is not adequate to cover childcare costs for council work time required.</td>
</tr>
<tr>
<td></td>
<td>• the policy cap of $6,000 would be a cost to Auckland Council of $60,000 based on approximately 6 per cent of elected members being 40 years of age or below. However, it is noted that currently young candidates are predominantly under 25 and tend not to have children, and there are fewer aged between 25-50, possibly due to the need for childcare.</td>
</tr>
<tr>
<td></td>
<td>• the wording should indicate more clearly that the payment is for childcare costs that are necessary for the member to undertake council duties</td>
</tr>
<tr>
<td></td>
<td>• the following conditions are commented on:</td>
</tr>
<tr>
<td></td>
<td>(i) the subsidy should pay a living wage if that is what is being paid but should not be greater than the actual expense.</td>
</tr>
<tr>
<td></td>
<td>(ii) childcare should be based on the hours required per day for council business, rather than an 8-hour limit in any 24-hour period. Business meetings together with workshops on the same day can be more than 8 hours per day.</td>
</tr>
<tr>
<td></td>
<td>• the following conditions are supported:</td>
</tr>
<tr>
<td></td>
<td>(iii) the child is under 14 years</td>
</tr>
<tr>
<td></td>
<td>• the purpose should more clearly reflect that the expense is a necessary expense for the member to attend council duties</td>
</tr>
<tr>
<td></td>
<td>• the subsidy should be linked to the work expectation of the role. If the expectation of a board member is 20-25 hours/week, that is what should be subsidised.</td>
</tr>
<tr>
<td></td>
<td>• It is easier to subsidise a fixed amount of time in a childcare facility, than to pay someone on an hourly rate for childcare. Paying only for meeting hours is probably counter-productive.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Waitakere Ranges Local Board</th>
<th>That the Waitakere Ranges Local Board:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>a) delegate to Deputy Chairperson S Toms and member S Coney to prepare the draft submission on the Remuneration Authority’s proposed policy on childcare allowances.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Waitatā Local Board</th>
<th>That the Waitatā Local Board:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>a) endorse the draft submission on the Remuneration Authority’s proposed policy on childcare allowances subject to an amendment that the local board supports reimbursement of the actual child care payment up to a maximum of the hourly living wage with the $6,000 annual limit increased proportionately.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Whau Local Board</th>
<th>That the Whau Local Board:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>a) endorse the draft submission on the Remuneration Authority’s proposed policy on childcare allowances.</td>
</tr>
</tbody>
</table>
Local Board representation on the Rural Advisory Panel

File No.: CP2019/20404

Te take mō te pūrongo
Purpose of the report

Whakarāpopototanga matua
Executive summary
2. The Rural Advisory Panel was established in 2010 to identify and communicate the interests and preferences of rural-based industries and communities of Auckland to the council.

3. The Rural Advisory Panel has contributed to improved outcomes for rural communities by offering a wide range of rural sector views and providing strategic advice on the current and emerging needs of rural communities.

4. At its 5 November 2019 meeting, the Governing Body confirmed the re-establishment of the panel for the 2019-2022 term. The Rural Advisory Panel will meet every two months. The Rural Advisory Panel may also hold one to two stakeholder forums a year on topics of wider rural or environmental interest.

5. Deputy Mayor Bill Cashmore has been re-confirmed as he Rural Advisory Panel chairperson.

6. The total number of Rural Advisory Panel members is 21, comprising elected members of Auckland Council and representatives from the rural industry, iwi and community sectors. In line with previous terms, membership of the Rural Advisory Panel includes local board representatives of the following three local board areas: Waitakere Ranges, Rodney and Franklin.

7. Elected members representing local boards or wards on the Rural Advisory Panel are not paid meeting fees.

The first Rural Advisory Panel meeting for the 2019-2022 term is provisionally scheduled for 12.30pm on Friday 14 February. Thereafter the Rural Advisory Panel will meet on the first Friday of every second month.

Ngā tūtohunga
Recommendation/s
That the Rodney Local Board:

a) appoint a representative to the Rural Advisory Panel for the 2019-2022 political term.
Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Terms of Reference for the Rural Advisory Panel</td>
<td>123</td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Authorisers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carol Hayward - Principal Advisor Panels</td>
<td>Marguerite Delbet - General Manager Democracy Services</td>
</tr>
<tr>
<td></td>
<td>Lesley Jenkins - Relationship Manager</td>
</tr>
</tbody>
</table>
Rural Advisory Panel
Terms of Reference
2019-2022
Contents
1. Introduction .................................................................................................................. 3
2. Purpose ....................................................................................................................... 3
3. Outcomes .................................................................................................................... 3
4. Work programme ....................................................................................................... 3
5. Selection process ....................................................................................................... 3
6. Membership ................................................................................................................ 3
7. Meetings ....................................................................................................................... 4
8. Quorum ....................................................................................................................... 4
9. Meeting protocols ..................................................................................................... 4
11. Submissions ............................................................................................................... 5
12. Engagement with the Governing Body ................................................................. 5
13. Panel resourcing ..................................................................................................... 5
14. Staff support ............................................................................................................. 6
15. Review ...................................................................................................................... 6

Appendix A: Code of Conduct for Members Appointed to Advisory Panels ............ 7
1. Purpose ....................................................................................................................... 7
2. Principles .................................................................................................................... 7
3. Relationships ............................................................................................................. 8
4. Media ........................................................................................................................ 8
5. Confidential information .......................................................................................... 9
6. Ethics ......................................................................................................................... 9
7. Members’ interests .................................................................................................. 9
8. Complaints ................................................................................................................. 9

Appendix B: Qualifications of Members ...................................................................... 10
1. Introduction


2. Purpose

As one of council’s engagement mechanisms with the rural sector in Auckland, the Rural Advisory Panel provides advice to the council within the remit of the Auckland Plan on the following areas:

- council policies, plans and strategies relevant to rural issues
- regional and strategic matters relevant to rural issues
- any matter of particular interest or concern to rural communities.

3. Outcomes

The panel’s advice will contribute to improving the outcomes of the rural sector as set out in the Auckland Plan. The panel will provide advice through its agreed work programme.

4. Work programme

The panel must develop a work programme for the term. The agendas should be focused and aligned with the Auckland Plan and the long-term plan.

5. Selection process

The Mayor appoints panel members in consultation with the chair of the panel and council staff.

- Panel members are selected on the basis of their:
  - association with a rural sector group or organisation
  - ability to provide expert advice on rural issues
  - understanding of the rural sector of Auckland
  - understanding of Te Tiriti O Waitangi.

Qualification of members is set out in Appendix B.

6. Membership

The panel will have between 15 and 21 members.
The panel may have up to five elected members to act as conduits to the governing body, local boards and the council’s relevant committees.

The panel must have at least two members with lived experience in Te Ao Māori and knowledge of the contemporary issues facing Māori communities.

If the panel has less than 15 members, the council must appoint additional members to meet the minimum number of members.

The panel’s term ends one month prior to the next local government elections in 2022.

The membership of a panel member will cease if one or more of the disqualifying matters set out in Appendix B applies to the panel member.

If a member attends less than half of the panel meetings, breaches the Code of Conduct or otherwise under-performs in his/her duty as a member, the chair must first raise the issues directly with the member and try and resolve them by mutual agreement. If under-performance continues the chair can recommend to the Mayor that the member be removed from the panel.

7. Meetings
The panel will meet two monthly and have a maximum of six scheduled meetings per year, at a time deemed convenient by the majority of members.

Scheduled meetings are open to the public and any elected members of Auckland Council.

8. Quorum
The quorum required for a panel meeting will be half the members if the number of members is even, and a majority if the number of members is odd.

9. Meeting protocols
The panel does not have any decision-making power. Its role is to advise the governing body and council staff on regional and strategic matters.

The Mayor appoints the chair, who is a councillor. The role of the chair is to lead the panel meetings. The chair is also the spokesperson for the panel when external organisations, including central government or the media, seek the views of the panel on specific matters. The chair can select a deputy chair who supports the chair to run regular meetings.
The panel may invite presentations from external organisations and individuals at their meetings if the topics are relevant to the panel’s work programme. The chair must approve such external presentations in consultation with the lead support officer.

The resolutions in each meeting should clearly be shown in meeting minutes.

10. Stakeholder forums
Stakeholder forums may also be held within an approved budget one to two times a year on topics of wider rural or environmental interest. These would be agreed through the work programme and would aim to better inform the council of broad stakeholder views on topics of key concern to rural communities.

11. Submissions
The panel cannot make formal submissions to Auckland Council on council strategies, policies and plans, for example, the annual plan. However, the panel may be asked for informal feedback during a consultative process.

In its advisory role to the council, the panel may have input into submissions made by the council to external organisations but does not make independent submissions, except as agreed with the council.

This does not prevent individual members being party to submissions outside their role as panel members.

12. Engagement with the Governing Body
The panel will forward any issues important to rural communities to appropriate council committees.

13. Panel resourcing
The council sets an annual budget for the panel.

Panel members are entitled to meeting fees determined by the council on the basis of the Auckland Council Fees Framework and Expenses Policy for Appointed Members, unless:

- they are on the panel as a representative of an organisation or interest group which already pays them and/or
- they are an elected member of Auckland Council or members of the Independent Māori Statutory Board.

The council will reimburse all members for travel costs to attend panel meetings, in line with the Expenses Policy.
14. **Staff support**

The panel is supported by the following council staff:

**Lead Officer Support**
- co-ordinates development of the panel’s work programme
- negotiates and brokers work programme between the panels and the council
- follows up on meeting actions and resolutions
- acts as a conduit with relevant parts of organisation for the panel
- attends pre-meeting briefings with the chair
- highlights potential issues and risks
- sits next to the chair in meetings to provide advice as appropriate
- ensures guidance and advice from the panel is clearly captured
- provides subject matter expertise.

**Deputy Lead Officer Support (if required)**
- updates the panel’s agendas and write necessary reports for panel meetings
- performs delegated tasks from the Lead Officer Support.

**Principal Advisor Panels**
- ensures appropriate processes and policies are in place for the panel
- co-ordinates progress reports on the panel’s work programme with relevant council committees
- arranges the induction of members

**Governance Advisor**
- prepares meeting agendas and schedule of meetings
- arranges panel meetings and workshops
- takes meeting minutes and publishes them online in a timely manner
- acts as a first point of contact for panel issues and refers inquiries or information to relevant council staff.

15. **Review**

The form and functioning of the panel may be reviewed prior to or after, the end of the year 2022.
Appendix A: Code of Conduct for Members Appointed to Advisory Panels

1. Purpose
The Code of Conduct sets out expectations for the general conduct of members of Auckland Council advisory panels.

2. Principles
The principles underlying the expected conduct of members include:

2.1 Honesty and integrity
Members have a duty to act honestly and with integrity at all times.

2.2 Impartiality and accountability
Members should consider issues on their merits, taking into account the views of others. This means co-operating fully and honestly to ensure the best advice is provided to the council.

2.3 Openness
Members should be as open as possible about their actions and advice. This includes having an open mind and a willingness to listen to differing points of view. This means giving reasons for advice given; communicating clearly; not being close-minded and taking personal ownership of comments made publicly.

2.4 Respect
Members should treat others, including staff, with respect at all times. This means not using derogatory terms towards others, or about others, including in public-facing new media; not misrepresenting the statements or actions of others (whether they be other individual members, the governing body, local boards, committees or staff); observing the rights of other people; treating people with courtesy, and recognising the different roles others play in local government decision-making.

2.5 Duty to uphold the law
Members should uphold the law and, on all occasions, act in accordance with the trust the public places in them.

2.6 Stewardship
Members should ensure that they and the council use resources prudently and for lawful purposes.

2.7 Leadership
Members should promote and support these principles by example.
3. Relationships

3.1 Chair
The chair is the presiding member at the meetings and is the spokesperson for the panel. The role of the deputy chair is to support the chair to run panel meetings and perform any delegated tasks from the chair.

3.2 All members
Members will conduct their dealings with each other in ways that:

- maintain public confidence in the office to which they have been appointed
- are open and honest
- focus on issues rather than personalities.

4. Media

4.1 Spokesperson
The chair is the first point of contact for the official view of the panel on any issue. Where the chair is absent, any matters will be referred to the deputy chair when applicable.

No other member may comment on behalf of the panel without having first obtained the approval of the chair.

4.2 Response to media enquiries
In the event that a panel member receives a request for panel comment directly from a journalist or media outlet, the member is required to forward the request immediately to the panel’s assigned communications advisor as well as the panel chairs. Panel members must not respond directly to media without prior agreement.

Where a journalist or media outlet seeks an individual panel member’s views, the panel member will:

- make clear that the views presented represent the personal views of the individual member
- ensure that information presented is consistent with information provided to the panel
- maintain the integrity of the panels and Auckland Council at all times.

4.3 Personal views
Members are free to express a personal view in public or in the media, at any time. When doing so, they should observe the following:

- comments must make clear that they represent a personal view and must not state or imply that they represent the views of the panels
- where a member is making a statement that is contrary to a panel policy, the member must not state or imply that his or her statements represent a majority view
- comments to the media must observe the other expectations of general conduct, e.g. not disclose confidential information, or compromise the impartiality or integrity of staff.
5. Confidential information
If members receive information that is confidential they must ensure it remains confidential. Confidential information is normally deemed to be such because its public release will cause some harm, either to the council or to other parties.

6. Ethics
Members will:

- claim only for legitimate expenses
- not influence, or attempt to influence, any officer or employee to take actions that may benefit the member, or the member’s family or business interests
- not use the resources of the panels for personal business
- not solicit, demand, or request any gift, reward or benefit by virtue of the member’s position.

7. Members’ interests
Members act in the interests of the panels and not in their own interests.

A financial conflict of interest arises when a member stands to benefit financially, either directly or indirectly, from advice given by the panels.

A non-financial conflict may arise from a personal relationship or association with another organisation or from conduct that indicates prejudice or predetermination. In these situations a member may be influenced by interests that conflict with the duty to act in the best interests of the panels.

Members must declare any private interests or personal benefits relating to their public duties and take steps to resolve any conflicts of interest in such a way that protects the public interest. This means fully disclosing actual or potential conflicts of interest; avoiding any financial or other obligation to any individual or organisation that might reasonably be thought to influence them in the performance of their duties.

8. Complaints
A complaint about a member’s conduct will be made to the chair of the panels in the first instance, who will counsel the member concerned. Alternatively, concerns about the conduct of any member or chairperson may be raised with the General Manager Democracy Services, who will give advice on options available to resolve the concerns.
Appendix B: Qualifications of Members

To be a member of the Panel, a person must

a. be a natural person, and
b. consent to being appointed to the board, and
c. not be disqualified under sub clause (2).

The following persons are disqualified from being members:

a. a person who is under 18 years of age
b. a person who is an undischarged bankrupt
c. a person who is prohibited from being a director or promoter of, or being concerned or taking part in the management of, an incorporated or unincorporated body under the Companies Act 1993, or the Securities Act 1978, or the Securities Markets Act 1988, or the Takeovers Act 1993
d. a person who is subject to a property order under the Protection of Personal and Property Rights Act 1988
e. a person in respect of whom a personal order has been made under that Act that reflects adversely on the person’s
   i. competence to manage his or her own affairs in relation to his or her property;
   or
   ii. capacity to make or to communicate decisions relating to any particular aspect or aspects of his or her personal care and welfare
f. a person who has been convicted of an offence punishable by imprisonment for a term of two years or more, or who has been sentenced to imprisonment for any other offence
g. a current member of Parliament
h. a person who is disqualified under another Act.
Te take mō te pūrongo

Purpose of the report

1. To appoint a representative from the Rodney Local Board to the Auckland Council Hauraki Gulf Political Reference Group.

Whakarāpopototanga matua

Executive summary

1. The Auckland Council Sea Change Political Reference Group was established in late 2017 to provide oversight and guidance to council group staff on progressing shared objectives with the Sea Change – Tai Timu Tai Pari Hauraki Gulf Marine Spatial Plan, which seeks to improve outcomes in Tikapa Moana / the Hauraki Gulf.

2. Recognising the potential to further integrate council group activities to improve outcomes for the Hauraki Gulf, the Environment and Community Committee agreed at their September 2019 meeting to extend the work of this political reference group. It was also agreed that the group will be renamed to the Auckland Council Hauraki Gulf Political Reference Group. An updated Terms of Reference for the group is attached (Attachment A to the agenda report).

3. It is important to continue to have local representation from local boards on the Auckland Council Hauraki Gulf Political Reference Group. The Rodney Local Board has been asked to provide a representative to this political reference group.

Ngā tūtohunga

Recommendation/s

That the Rodney Local Board:

a) appoint a member as the representative to the renamed Auckland Council Hauraki Gulf Political Reference Group.

Ngā tāpirihanga

Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Terms of Reference - Auckland Council Hauraki Gulf Political Reference Group (Sep 2019) <em>(Under Separate Cover)</em></td>
<td></td>
</tr>
</tbody>
</table>

Ngā kaihaina

Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Rebecca Forgesson - Analyst - Strategy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authoriser</td>
<td>Lesley Jenkins - Relationship Manager</td>
</tr>
</tbody>
</table>
Approving the appointment of project leads for the Rodney Local Board

File No.: CP2019/20865

Te take mō te pūrongo
Purpose of the report
1. To approve project leads for the Rodney Local Board 2019-2022 triennium.

Whakarāpopototanga matua
Executive summary
2. On 20 November 2019 the Rodney Local Board approved the report on Local board governance work management for the 2019-2022 triennium CP2019/19017 which established a project lead structure to empower members to progress local board initiatives.

3. The terms of reference allow for individual members to be appointed by the committee as project leads to pursue specific priorities or initiatives relevant to the committee.

4. The guidelines for the scope and role of a project lead are contained in the Rodney Local Board project lead guidelines (Attachment A to the agenda report).

5. The following requests to act as project lead have been received from:
   a) Member Louise Johnson, as lead for Green Road / Rangitopuni Reserve
   b) Member Phelan Pirrie, as lead for the Rodney Transport Targeted Rate
   c) Member Phelan Pirrie, as lead for Huapai Indoor Multi-Sports Facility (One Local Initiative).

6. Additional project leads may be appointed in the future with the approval of the local board.

Ngā tūtohunga
Recommendation/s
That the Rodney Local Board:

a) approve Member Louise Johnson, as lead for Green Road / Rangitopuni Reserve as set out in the project lead appointment form (Attachment B to the agenda report)

b) approve Phelan Pirrie, as lead for the Rodney Transport Targeted Rate as set out in the project lead appointment form (Attachment C to the agenda report).

c) approve Phelan Pirrie, as lead for Huapai Indoor Multi-Sports Facility (One Local Initiative) as set out in the project lead appointment form (Attachment D to the agenda report)

Horopaki
Context

8. This was a practice started in the 2016-2019 term, where the Rodney Local Board established project leads. In a number of instances, this system sped up and progressed the work programme items or local board initiatives.
9. Within this report was in paragraph 6 above is a description of the role and requirements of a project lead. This system is designed to progress local initiatives and projects outside of formal business meetings. This enabled staff to work alongside local board members to progress projects prior to reference back to the full local board for decisions.

**Tātaritanga me ngā tohutohu**

**Analysis and advice**

10. The project lead system is a useful tool to improve efficiency. However, it is only useful if the delegated leads adhere to a consistent reporting schedule to the full local board and ensure that they are not providing direction to council staff or community that is beyond the scope of the delegation.

**Tauākī whakaaweawe āhuarangi**

**Climate impact statement**

11. This decision has no impact on greenhouse gas emissions, as it is a governance monitoring decision and procedural report.

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

**Council group impacts and views**

12. Where the topic of a project involves a CCO such as Auckland Transport, it is intended that this governance decision will improve communication and decision-making effectiveness.

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

**Local impacts and local board views**

13. This report has a direct impact on the efficiency and effectiveness of the local board, by ensuring that key projects have stronger supervision by the local board.

**Tauākī whakaaweawe Māori**

**Māori impact statement**

14. Unless any of the projects identified as needing leads have strong Maori outcomes, there are no further impacts, positive or negative for Maori.

15. It is recommended that any possible meetings with iwi groups be brought before the local board for approval.

**Ngā ritenga ā-pūtea**

**Financial implications**

16. There are no financial implications, as the project lead structure has no decision-making responsibilities and therefore no ability to change the scope of existing initiatives.

**Ngā raru tūpono me ngā whakamaurutanga**

**Risks and mitigations**

As per the project lead guidelines, the Project lead’s must not, unless explicitly stated otherwise in a local board resolution:

- a) Approve any expenditure
- b) Imply or promise that the local board or council will commit to any future expenditure
- c) Make landowner approval for any project to proceed or confirm the details of any final placement or design of any structure
- d) Sign off on a project as complete
e) Change the scope of a project from what was agreed to in the project lead appointment.

17. It is recommended that each project lead include a reporting period in the signed form, and that these are brought to local board for information and update.

Ngā koringa ā-muri

Next steps

18. To calendar the updates periods each project lead.

Ngā tāpirihanga

Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Rodney Local Board Project Lead Guidelines</td>
<td>139</td>
</tr>
<tr>
<td>B</td>
<td>Project Lead - Green Road/Rangitopuni Reserve</td>
<td>141</td>
</tr>
<tr>
<td>C</td>
<td>Project Lead - Transport Targeted Rate</td>
<td>143</td>
</tr>
<tr>
<td>D</td>
<td>Project Lead - Huapai Indoor Multi-Sport Facility (OLI)</td>
<td>145</td>
</tr>
</tbody>
</table>

Ngā kaihaina

Signatories

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Author</td>
<td>Matthew Kerr – Senior Local Board Advisor</td>
</tr>
<tr>
<td>Authoriser</td>
<td>Lesley Jenkins - Relationship Manager</td>
</tr>
</tbody>
</table>
Rodney Local Board project lead guidelines

Overview

1) Project leads are appointed by agreement of local board using the template appointment form.

2) Being a project lead allows members to pursue particular priorities and initiatives of the local board without the need to require staff or officers to meet with the entire local board in a formal setting. It is anticipated this will speed up projects while ensuring good lines of communication exist between members and that developments are reported back to the local board regularly.

3) By allowing members to operate with a degree of trust it is hoped that will enable projects to progress quicker and members to take a degree of ownership and responsibility for projects and initiatives.

4) The local board will set parameters around the responsibilities and powers of a project lead on a case-by-case basis. Certain requirements are mandatory for all project leads. The powers and responsibilities of project leads are set out below.

What project leads must do

5) All project leads must:

   a) Complete a written application to be a project lead on a particular project and present this to the full local board for approval

   b) Ensure that any application to become a project lead relates to a project set out in a departmental work programme that has been approved by the Rodney Local Board

   c) Include the chairperson(s) in all correspondence relating to the project/initiative for which they are the project lead

   d) Operate under a ‘no surprises’ policy with chairperson(s) and notify them immediately of any issues, conflicts or any other problems with the project

   e) Report regularly to the local board on their activities in a defined project leads reporting time at workshops

   f) Involve other local board members where deemed necessary

   g) Act responsibly at all times

   h) Treat all council, agency staff, and members of the public with respect.

   i) Adhere to the terms of their project lead appointment at all times.

What project leads may do

6) If approved by the local board, project leads may:

   a) Meet with staff, the public and agencies to progress the goals stated in their project lead appointment

   b) Request an officer report to the local board (as required)

   c) Comment to the media specifically around the project, at the chairperson’s discretion.

What project leads must not do

7) Project lead’s must not, unless explicitly stated otherwise in a local board resolution:

   a) Approve any expenditure
b) Imply or promise that the local board or council will commit to any future expenditure

c) Make landowner approval for any project to proceed or confirm the details of any final placement or design of any structure

d) Sign off on a project as complete.

e) Change the scope of a project from what was agreed to in the project lead appointment.

Review

8) This project leads framework will be reviewed by the local board within 12 months to assess its effectiveness.
Project Lead Appointment Form

*Local Board staff can assist with completion of the form if necessary*

**Project title:** Green Road

**Elected member:** Louise Johnston

**Local Board Plan priority:**
- Parks and Sports Facilities that everyone can enjoy (2017)
- Communities are influential and empowered (2017)

**Work programme alignment:**
- *Green Road Reserve Master Plan (1230)* developing a masterplan for the Green Road reserve.

**Project description:**

<table>
<thead>
<tr>
<th>Purpose</th>
<th>This project aims to:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>- Ensure the master planning of Green Road future park.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Outcome</th>
<th>List specific project outputs/ things member wants to achieve:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>- Finalise draft master plan for Green Road (ensure plan has ability to be able to accept offset planting mitigations)</td>
</tr>
<tr>
<td></td>
<td>- Complete public consultation of draft master plan of Green Road</td>
</tr>
<tr>
<td></td>
<td>- Local board to Adopt final master plan</td>
</tr>
<tr>
<td></td>
<td>- Commission Landscape plan and adopt</td>
</tr>
<tr>
<td></td>
<td>- Open up Green Road for public use</td>
</tr>
<tr>
<td></td>
<td>- Investigate with staff potential funding sources (external and internal)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Resources</th>
<th>Outline any specific resourcing requirements:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>- The Rodney Local Board has allocated $15,000 LDI Opex towards community engagement and partnering in the ACE work programme for 2017/2018 (CS:ACE:Community Empowerment)</td>
</tr>
</tbody>
</table>
item 625). No additional resourcing is required at this time for community engagement.
- Local Board funding may be required at a later date to fund studies or assessments (such as Needs Assessment or a Feasibility Study) and to prepare/document the community-led plan. This will be agreed as part of a future Annual Budget.

| Parameters | In addition to the mandatory requirements set out in Appendix A the Project Lead must adhere to the following additional requirements:
- None |
| Additional authority | The Project Lead is also authorised to:
- meet with staff, members of the public, external agencies
- request a staff report to the local board
- provide media comment on the project (chairperson discretion) |
| Internal stakeholders | List key staff /departmental contacts:
- Service, Strategy and Integration, Community Services
- Parks, Sport and Recreation
- Strategic Broker and Community Empowerment Unit specialist
- Local Board Services |
| External stakeholders | List key community contacts:
- Local sports clubs.
- Local community groups
- Other neighbouring local boards, including Upper Harbour, Henderson Massey, Waitakere Ranges, and Hibiscus and Bays Local Boards |
| Reporting | The Project Lead will report back to the board:
- Quarterly |

**Confirmation of appointment**

[INSERT Resolution]

Chairperson: ____________________________  Project Lead: ____________________________

Date: ____________________________  Date: 5/12/2019
### Project Lead Appointment Form

*Local Board staff can assist with completion of the form if necessary*

**Project title:** Transport Targeted Rate

**Elected member:** Phelan Pirrie

**Local Board Plan priority:**
We can get around easily and safely (2017)

**Work programme alignment:**

<table>
<thead>
<tr>
<th>Purpose</th>
<th>This project aims to:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>- Enable the Board to have a regular reporting overview of the collection, use and future plans for the Rodney Transport Targeted Rate.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Outcome</th>
<th>List specific project outputs/ things member wants to achieve:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>- To ensure that there is co-ordination between the management of the targeted rate and other initiatives that the local board supports.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Resources</th>
<th>Outline any specific resourcing requirements:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>- Support from Finance and Auckland Transport staff.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Parameters</th>
<th>In addition to the mandatory requirements set out in Appendix A the Project Lead must adhere to the following additional requirements:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>- n/a</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Additional authority</th>
<th>The Project Lead is also authorised to:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>- meet with staff, members of the public, external agencies</td>
</tr>
<tr>
<td></td>
<td>- request a staff report to the local board</td>
</tr>
<tr>
<td></td>
<td>- provide media comment on the project (chairperson discretion)</td>
</tr>
</tbody>
</table>

---

*Work with staff to put together Targeted Rates options for the LBP consultation.*
## Internal stakeholders
List key staff /departmental contacts:
- Finance staff
- Auckland transport staff

## External stakeholders
List key community contacts:
- n/a

## Reporting
The Project Lead will report back to the board:
- Monthly

### Confirmation of appointment

[INSERT Resolution]

Chairperson
Date: 5 December 2019

Project Lead: Phelan Pirrie
Date: 5 December 2019
### Project Lead Appointment Form

"[Local Board staff can assist with completion of the form if necessary]

**Project title: Huapai Multi-Sports Centre (One Local Initiative)**

**Elected member: Phelan Pirrie**

**Local Board Plan priority:**
- Parks and sports facilities are easy to access and enjoy (2014)
- Parks and sports facilities that everyone can enjoy (draft 2017):
  - Key Initiative: *Investigate the options for multisport facilities in Kumeu-Huapai, Warkworth and Wellsford. Support and advocate for their construction and funding.*

**Work programme alignment:**
- CS:PSR:Active Recreation (item 892) - *Kumeu/Huapai/Helensville indoor sports investigation 2017/2018*

This item is also identified as the "One Local Initiative" for the Rodney Local Board leading into the Long-term Plan 2018-2028.

**Project description:**
- *Work with local sports groups and facilities staff to construct a multi-sports facility at the Huapai Recreation Domain.*

<table>
<thead>
<tr>
<th><strong>Purpose</strong></th>
<th>This project aims to:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• Ensure the Sports Centre in a priority in the 2018 LBP</td>
</tr>
<tr>
<td></td>
<td>• Ensure adequate budget in identified in the 2018 LTP and that the project progresses through the 2019-2022 term</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Outcome</strong></th>
<th>List specific project outputs/ things member wants to achieve:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• Complete a Feasibility Plan for the Sports Centre</td>
</tr>
<tr>
<td></td>
<td>• Complete a Business Case for the Sports Centre</td>
</tr>
<tr>
<td></td>
<td>• A formal MOU between a Trust or other entity and the council is signed.</td>
</tr>
<tr>
<td></td>
<td>• Ensure the project is kept on track.</td>
</tr>
</tbody>
</table>
### Resources
- Construction of indoor courts facility.

**Outline any specific resourcing requirements:**
- Sufficient budget is identified in LBP/LTP
- Facilities and recreation staff assistance

### Parameters
In addition to the mandatory requirements set out in Appendix A the Project Lead must adhere to the following additional requirements:
- n/a

### Additional authority
The Project Lead is also authorised to:
- Meet with staff, members of the public, external agencies
- Request a staff report to the local board
- Provide media comment on the project (chairperson discretion)

### Internal stakeholders
List key staff /departmental contacts:
- Service, Strategy and Integration
- Parks, Sport and Recreation
- Community Facilities

### External stakeholders
List key community contacts:
- Kumeu Rackets Club
- Kumeu Football Club
- Huapai Cricket Club
- Huapai Recreational Domain Committee
- Any other sports groups who are involved

### Reporting
The Project Lead will report back to the board:
- Quarterly

---

**Confirmation of appointment**

[INSERT Resolution]

---

**Chairperson**
Date: 5 December 2019

**Project Lead: Pheian Pirrie**
Date: 5 December 2019
Adoption of a business meeting schedule

File No.: CP2019/19117

Te take mō te pūrongo
Purpose of the report
1. To adopt the Rodney Local Board meeting schedule for 2020.

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

5. 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 Rodney Local Board:

a) adopt the meeting schedule outlined below for the period February to December 2020.

<table>
<thead>
<tr>
<th>Year</th>
<th>Date</th>
<th>Time</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020</td>
<td>Wednesday 19 February</td>
<td>3.00pm</td>
<td>Council Chambers, 50 Centerway Road, Orewa</td>
</tr>
<tr>
<td></td>
<td>Wednesday 18 March</td>
<td>3.00pm</td>
<td>Venue to be confirmed</td>
</tr>
<tr>
<td></td>
<td>Wednesday 15 April</td>
<td>3.00pm</td>
<td>Venue to be confirmed</td>
</tr>
<tr>
<td></td>
<td>Wednesday 20 May</td>
<td>3.00pm</td>
<td>Venue to be confirmed</td>
</tr>
<tr>
<td></td>
<td>Wednesday 17 June</td>
<td>3.00pm</td>
<td>Venue to be confirmed</td>
</tr>
<tr>
<td></td>
<td>Wednesday 15 July</td>
<td>3.00pm</td>
<td>Venue to be confirmed</td>
</tr>
<tr>
<td></td>
<td>Wednesday 19 August</td>
<td>3.00pm</td>
<td>Venue to be confirmed</td>
</tr>
<tr>
<td></td>
<td>Wednesday 16 September</td>
<td>3.00pm</td>
<td>Venue to be confirmed</td>
</tr>
<tr>
<td></td>
<td>Wednesday 21 October</td>
<td>3.00pm</td>
<td>Venue to be confirmed</td>
</tr>
<tr>
<td></td>
<td>Wednesday 18 November</td>
<td>3.00pm</td>
<td>Venue to be confirmed</td>
</tr>
<tr>
<td></td>
<td>Wednesday 9 December</td>
<td>3.00pm</td>
<td>Venue to be confirmed</td>
</tr>
</tbody>
</table>
b) note the meeting dates and times 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>
</tr>
</thead>
<tbody>
<tr>
<td>Authoriser</td>
<td>Louise Mason - GM Local Board Services</td>
</tr>
<tr>
<td></td>
<td>Lesley Jenkins - Relationship Manager</td>
</tr>
</tbody>
</table>
Deputations and public forum update

File No.: CP2019/19367

Te take mō te pūrongo
Purpose of the report
1. As part of its business meetings Rodney Local Board has a period of time set aside for deputations/presentations and public forum during which time members of the public can address the local board on matters within its delegated authority.

Whakarāpopototanga matua
Executive summary
2. Under Standing Orders there is provision for deputations/presentations to the local board. Applications for deputations/presentations must be in writing setting forth the subject and be received by the relationship manager at least seven working days before the meeting concerned, and subsequently have been approved by the chairperson. Unless the meeting determines otherwise in any particular case, a limit of ten minutes is placed on the speaker making the presentation.

3. Standing Orders allows three minutes for speakers in public forum.

4. Requests, matters arising and actions from the deputations/presentations and public forum are recorded and updated accordingly. The Rodney Local Board deputations/presentations and public forum update is attached as attachment A to the agenda report.

Ngā tūtohunga
Recommendation/s
That the Rodney Local Board:

a) note the deputation and public forum update for 20 November 2019.

Ngā tāpirihanga
Attachments
There are no attachments for this report.

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Robyn Joynes - Democracy Advisor - Rodney</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authoriser</td>
<td>Lesley Jenkins - Relationship Manager</td>
</tr>
</tbody>
</table>
Te take mō te pūrongo
Purpose of the report
1. To present to the Rodney Local Board with a governance forward work calendar.

Whakarāpopototanga matua
Executive summary
1. This report contains the governance forward work calendar, a schedule of items that will come before the Rodney Local Board at business meetings and workshops over the coming months until the end of the electoral term. The governance forward work calendar for the local board is included in Attachment A to the agenda report.

2. The calendar aims to support local boards’ governance role by:
   • ensuring advice on agendas and workshop material is driven by local board priorities
   • clarifying what advice is required and when
   • clarifying the rationale for reports.

3. The calendar will be updated every month. Each update will be reported back to business meetings and distributed to relevant council staff. It is recognised that at times items will arise that are not programmed. Local board members are welcome to discuss changes to the calendar.

Ngā tūtohunga
Recommendation/s
That the Rodney Local Board:
 a) note the governance forward work calendar for February 2020.

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</td>
<td>153</td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Robyn Joynes - Democracy Advisor - Rodney</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authoriser</td>
<td>Lesley Jenkins - Relationship Manager</td>
</tr>
<tr>
<td>Week</td>
<td>Day</td>
</tr>
<tr>
<td>----------</td>
<td>--------------</td>
</tr>
<tr>
<td>Week 1</td>
<td>Wednesday</td>
</tr>
<tr>
<td></td>
<td>Tuesday</td>
</tr>
<tr>
<td></td>
<td>Thursday</td>
</tr>
<tr>
<td>Week 2</td>
<td>Wednesday</td>
</tr>
<tr>
<td>Event Type</td>
<td>Date</td>
</tr>
<tr>
<td>-------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>Business Meeting</td>
<td>Wednesday 19 February</td>
</tr>
<tr>
<td>Business Meeting</td>
<td>Wednesday 19 February</td>
</tr>
<tr>
<td>Workshop</td>
<td>WEEK 4</td>
</tr>
<tr>
<td>Workshop</td>
<td>Wednesday 26 February</td>
</tr>
<tr>
<td>Workshop</td>
<td>Wednesday 26 February</td>
</tr>
<tr>
<td>Workshop</td>
<td>Wednesday 26 February</td>
</tr>
<tr>
<td>Workshop</td>
<td>Wednesday 26 February</td>
</tr>
</tbody>
</table>