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

Date: Wednesday, 4 December 2019
Time: 5:15pm
Meeting Room: Waiheke Local Board Office
Venue: 10 Belgium Street
Ostend
Waiheke

Waiheke Local Board
OPEN AGENDA

MEMBERSHIP

Chairperson
Cath Handley

Deputy Chairperson
Bob Upchurch

Members
Kylee Matthews
Robin Tucker
Paul Walden

(Quorum 3 members)

Dileeka Senewiratne
Democracy Advisor Waiheke Local Board
2 December 2019

Contact Telephone: 021 840 914
Email.dileeka.senewiratne@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 of Contents

1. Welcome 5
2. Apologies 5
3. Declaration of Interest 5
4. Confirmation of Minutes 5
5. Leave of Absence 5
6. Acknowledgements 5
7. Petitions 5
8. Deputations 5
9. Public Forum 5
  9.1 Public Forum - Amelia Lawely - Waiheke Mountain Bike Club 6
  9.2 Public Forum - Pita Rikys - Road to Man O War 6
  9.3 Public Forum - Nobilangelo Ceramalus - Auckland Transport Networks Material 6
  9.4 Public Forum - Hana Blackmore - Restoration of the Wharf Road/Ostend Road Bus Service 6
  9.5 Public Forum - Paul Gillard - Sandy Bay Boat Ramp 7
  9.6 Public Forum - David Smith and the DMI Members - Matiatia Strategic Plan 7
10. Extraordinary Business 7
11. Notices of Motion 8
12. Local Ward Area Councillor’s Update 9
13. Waiheke Quick Response Round One 2019/2020 grant allocations 11
15. Re-establishment of the Waiheke Transport Forum for the 2019/2022 term of the Waiheke Local Board 25
16. Notice of Motion - Paul Walden - Public access to local board workshops 35
17. Tawaipareira Reserve – concept design 39
18. Local board governance work management for the 2019-2022 triennium 61
19. Local board appointments and delegations for the 2019-2022 electoral term 67
20. Appointment of local board members to external community organisations 75
22. Urgent decision-making process 87
<table>
<thead>
<tr>
<th></th>
<th>Topic</th>
<th>Pages</th>
</tr>
</thead>
<tbody>
<tr>
<td>25</td>
<td>Elected Members Expense Policy 2019</td>
<td>137</td>
</tr>
<tr>
<td>26</td>
<td>Adoption of a business meeting schedule</td>
<td>165</td>
</tr>
<tr>
<td>27</td>
<td>Chairperson's report</td>
<td>169</td>
</tr>
<tr>
<td>28</td>
<td>Waiheke Local Board Governance Forward Work Calendar 2019 - 2022</td>
<td>175</td>
</tr>
<tr>
<td>29</td>
<td>Waiheke Local Board Workshop Record of Proceedings</td>
<td>179</td>
</tr>
<tr>
<td>30</td>
<td>Consideration of Extraordinary Items</td>
<td></td>
</tr>
</tbody>
</table>
1 Welcome

Kua uru mai a hau kaha, a hau maia, a hau ora, a hau nui,
Ki runga, ki raro, ki roto, ki waho
Rire, rire hau…pai marire

Translation (non-literal) - Rama Ormsby
Let the winds bring us inspiration from beyond,
Invigorate us with determination and courage to achieve our aspirations for abundance and sustainability
Bring the calm, bring all things good, bring peace….good peace.

2 Apologies

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

3 Declaration of Interest

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

4 Confirmation of Minutes

That the Waiheke Local Board:

a) confirm the minutes of its inaugural meeting, held on Monday, 4 November 2019, as a true and correct record.

5 Leave of Absence

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

6 Acknowledgements

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

7 Petitions

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

8 Deputations

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

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

9 Public Forum

A period of time (approximately 30 minutes) is set aside for members of the public to address the meeting on matters within its delegated authority. A maximum of 3 minutes per item is allowed, following which there may be questions from members.
9.1 Public Forum - Amelia Lawely - Waiheke Mountain Bike Club

Whakarāpopototanga matua
Executive summary
1. Amelia Lawely – Waiheke Mountain Bike Club, will be in attendance to speak under Public Forum.

Ngā tūtohunga
Recommendation
That the Waiheke Local Board:
a) thank Amelia Lawely – Waiheke Mountain Bike Club for her attendance.

9.2 Public Forum - Pita Rikys - Road to Man O War

Whakarāpopototanga matua
Executive summary
1. Pita Rikys – resident, will be in attendance to speak under Public Forum regarding a road to Man O War.

Ngā tūtohunga
Recommendation
That the Waiheke Local Board:
a) thank Pita Rikys – resident, for his attendance.

9.3 Public Forum - Nobilangelo Ceramalus - Auckland Transport Networks Material

Whakarāpopototanga matua
Executive summary
1. Nobilangelo Ceramalus – resident, will be in attendance to speak under Public Forum regarding the Auckland Transport Networks Material.

Ngā tūtohunga
Recommendation
That the Waiheke Local Board:
a) thank Nobilangelo Ceramalus – resident, for his attendance.

9.4 Public Forum - Hana Blackmore - Restoration of the Wharf Road/Ostend Road Bus Service

Whakarāpopototanga matua
Executive summary
1. Hana Blackmore – resident, will be in attendance to speak under Public Forum regarding the Restoration of the Wharf Road/Ostend Road Bus Service.

**Ngā tūtohunga**  
**Recommendation**  
That the Waiheke Local Board:  
a) thank Hana Blackmore – resident, for her attendance.

9.5 Public Forum - Paul Gillard - Sandy Bay Boat Ramp

**Whakarāpopototanga matua**  
**Executive summary**  
1. Paul Gillard – resident, will be in attendance to speak under Public Forum regarding the Sandy Bay Boat Ramp.

**Ngā tūtohunga**  
**Recommendation**  
That the Waiheke Local Board:  
a) thank Paul Gillard – resident, for his attendance.

9.6 Public Forum - David Smith and the DMI Members - Matiatia Strategic Plan

**Whakarāpopototanga matua**  
**Executive summary**  
1. David Smith and the DMI Members, will be in attendance to speak under Public Forum regarding the Matiatia Strategic Plan.

**Ngā tūtohunga**  
**Recommendation**  
That the Waiheke Local Board:  
a) thank David Smith and the DMI Members, for their attendance and presentation.

**Attachments**  
A 20191204 Waiheke Local Board Business Meeting - Public Forum - Letter189

10 Extraordinary Business

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

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

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

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

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

(ii) The reason why the discussion of the item cannot be delayed until a subsequent meeting."

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

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

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

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

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

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

11 Notices of Motion

Under Standing Order 2.5.1 (LBS 3.11.1) a Notice of Motion has been received from Member Paul Walden for consideration under item 16.
Local Ward Area Councillor’s Update

File No.: CP2019/20031

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

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

Te tūtohunga
Recommendation
That the Waiheke Local Board:
a) receive ward Councillor Pippa Coom’s update.

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>20191204 Waiheke Local Board Business Meeting - Councillor Pippa Coom - November 2019 Update (Under Separate Cover)</td>
<td></td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

Authors
Dileeka Senewiratne - Democracy Advisor Waiheke Local Board

Authorisers
Louise Mason – General Manager - Local Board Services
Helgard Wagener - Relationship Manager – Aotea/Great Barrier and Waiheke Local Boards
Te take mō te pūrongo
Purpose of the report
1. To fund, part-fund, or decline applications received for Waiheke Quick Response Round One 2019/2020.

Whakarāpopototanga matua
Executive summary
2. This report presents applications received in Waiheke Quick Response Round One 2019/2020 (refer Attachment B).
4. The local board has set a total community grants budget of $50,000 for the 2019/2020 financial year. A total of $18,163.00 has been allocated in the previous local grant round. This leaves a total of $31,837 to be allocated to two quick response grant rounds and one local grant round.
5. Twenty five applications were received for Waiheke Quick Response Round One 2019/2020, requesting a total of $38,889.76.

Ngā tūtohunga
Recommendations
That the Waiheke Local Board:

a) agree to fund, part-fund, or decline each application in Round One of the Waiheke Quick Response Grants 2019/2020 listed in the following table:

<table>
<thead>
<tr>
<th>Application ID</th>
<th>Organisation</th>
<th>Requesting funding for</th>
<th>Amount requested</th>
<th>Eligibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>QR2018-103</td>
<td>Grant Bridger</td>
<td>Towards production costs for the &quot;Godspell&quot; musical including audition advertisements, material hireage, marketing, theatre design, costumes and professional fees.</td>
<td>$2,000.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2018-105</td>
<td>Losalia Aleva</td>
<td>Towards ferry tickets, tutor fees and the hire of the Old Blackpool School to deliver “Fii-E - Fii-A” dance project on Waiheke Island.</td>
<td>$1,000.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2018-117</td>
<td>Waiheke Community Art Gallery</td>
<td>Towards the costs of tablets for volunteer surveys for the Waiheke Art Gallery</td>
<td>$951.00</td>
<td>Eligible</td>
</tr>
</tbody>
</table>
| QR2018-123 | Waiheke Writers Group  
*Under the umbrella of The Catherine Mitchell Arts Centre Incorporated* | Towards the Waiheke Writers Group Journal 2020 including printing costs, advertising and materials. | $500.00 | Eligible |
| QR2018-126 | Waiheke Musical Museum Charitable Trust | Towards the piano tuners fee to tune the Bechstein Concert grand piano and two Lipp grand piano’s at the museum. | $1,000.00 | Eligible |
| QR2018-128 | Tuatara Collective Limited | Towards the theatre production “Over My Dead Body” at the Waiheke Artworks Theatre. | $2,000.00 | Eligible |
| QR2018-106 | Waiheke High School | Towards costs for a careers evening for Waiheke High School | $1,971.00 | Eligible |
| QR2018-111 | Citizens Advice Bureau Auckland City Incorporated | Towards the training of volunteers for the Waiheke Citizens Advice Bureau. | $1,537.50 | Eligible |
| QR2018-112 | Project Forever Waiheke under the umbrella of Hauraki Gulf Conservation Trust | Towards the project "Making a difference (MAD) about Waiheke" including management costs from December 2019 to April 2020. | $2,000.00 | Eligible |
| QR2018-113 | All Things Fabric Group Under the umbrella of The Catherine Mitchell Arts Centre Incorporated | Towards a new sewing machine for “All Things Fabric” meetings at the Catherine Mitchell Community Hall. | $500.00 | Eligible |
| QR2018-114 | Waiheke Playgroup Incorporated | Towards the Old Blackpool School Hall hire costs from December 2019 to June 2020. | $2,000.00 | Eligible |
| QR2018-115 | Waiheke Adult Literacy Incorporated | Towards costs for the road code and driver education programme for Waiheke. | $2,000.00 | Eligible |
| QR2018-120 | Youthline Auckland Charitable Trust | Towards costs for the Helpline for Youthline | $1,500.00 | Eligible |
| QR2018-121 | Waiheke Robotics Club under the umbrella of Waiheke High School | Towards costs for the Waiheke High School robotics club including a robotics kit and equipment. | $1,947.19 | Eligible |
| QR2018-124 | Artworks Theatre Incorporated | Towards the project directors fee for a pilot series "Smart Talks - Clever People" at Waiheke Artworks Theatre | $2,000.00 | Eligible |
| QR2018-125 | Matiatia-Oneroa Ratepayers and Residents Association | Towards the exterior hall washing and maintenance for | $570.00 | Eligible |
### Item 13

<table>
<thead>
<tr>
<th>QR Code</th>
<th>Organisation</th>
<th>Description</th>
<th>Amount</th>
<th>Eligibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>QR2018-129</td>
<td>Waiheke Living Waters Assembly of God</td>
<td>Towards costs for a Christmas lunch on Waiheke Island</td>
<td>$2,000.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2018-130</td>
<td>Waiheke Hope Centre</td>
<td>Towards products for the Waiheke Hope Centre soup kitchen.</td>
<td>$2,000.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2018-131</td>
<td>Hadas Ore</td>
<td>Towards Middle Eastern cooking lessons for young people on Waiheke Island.</td>
<td>$2,000.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2018-107</td>
<td>The Catherine Mitchell Arts Centre Incorporated</td>
<td>Towards the cost of First Aid training for users of the Catherine Mitchell Arts Centre.</td>
<td>$1,140.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2018-108</td>
<td>John Steven Clarke</td>
<td>Towards the purchase of herbicide for weed control at the Foreshore Reserve - Belle Terrace.</td>
<td>$1,000.00</td>
<td>Ineligible</td>
</tr>
<tr>
<td>QR2018-127</td>
<td>Waiheke Working Sail Charitable Trust</td>
<td>Towards rebuilding the heritage trading cutter &quot;Kate&quot; for a youth training sailing vessel</td>
<td>$2,000.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2018-110</td>
<td>Waiheke Community Pool Incorporated</td>
<td>Towards the operational costs including security monitoring and insurance from December 2019 to November 2020.</td>
<td>$2,000.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>QR2018-109</td>
<td>Waiheke Mustangs Softball Club under the umbrella of Waiheke Sports Club</td>
<td>Towards the purchase of a pitching machine, 10 uniforms and 30 caps.</td>
<td>$2,000.00</td>
<td>Eligible</td>
</tr>
<tr>
<td>-----------------</td>
<td>------------------------------------------------------------------------</td>
<td>-----------------------------------------------------------------</td>
<td>-----------</td>
<td>---------</td>
</tr>
<tr>
<td>QR2018-118</td>
<td>Waiheke Volunteer Coastguard Incorporated</td>
<td>Towards the replacement of the mooring lines for the Waiheke Volunteer Coastguard at Matiatia.</td>
<td>$1,273.07</td>
<td>Eligible</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td><strong>$38,889.76</strong></td>
<td></td>
</tr>
</tbody>
</table>

**Horopaki Context**

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

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

9. The local board grants programme sets out:
   - local board priorities
   - lower priorities for funding
   - exclusions
   - grant types, the number of grant rounds and when these will open and close
   - any additional accountability requirements.

10. The Waiheke Local Board adopted their grants programme for 2019/2020 on 18 April 2018 and will operate two quick response and two local grants rounds for this financial year.

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

12. The local board has set a total community grants budget of $50,000 for the 2019/2020 financial year. A total of $18,163.00 has been allocated in the previous grant round. This leaves a total of $31,837 to be allocated to two quick response grant rounds and one local grant round.

**Tātaritanga me ngā tohutohu**

**Analysis and advice**

13. The aim of the local board grant programme is to deliver projects and activities which align with the outcomes identified in the local board plan. All applications have been assessed utilising the Community Grants Policy and the local board grant programme criteria. The eligibility of each application is identified in the report recommendations.
Item 13

Tauākī whakaaweawe āhuarangi
Climate impact statement

14. The local board grants programme aims to respond to Auckland Council’s commitment to address climate change by providing grants to individuals and groups with projects that support community climate change action. Local board grants can contribute to climate action through support of projects that address food production and food waste, support alternative transport methods, support community energy efficiency education and behaviour change, build community resilience, and support tree planting.

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

15. According to the main focus of the application, each one has received input from a subject matter expert from the relevant department. The main focuses are identified as arts, community, events, sport and recreation, environment or heritage.

16. The grants programme has no identified impacts on council-controlled organisations and therefore their views are not required.

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

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

18. The board is requested to note that section 48 of the Community Grants Policy states; ‘we will also provide feedback to unsuccessful grant applicants about why they have been declined, so they will know what they can do to increase their chances of success next time’.

19. A summary of each application received through round one of the Waiheke Quick Response 2019/2020 grant round is provided (refer Attachment B).

Tauākī whakaaweawe Māori
Māori impact statement

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

21. Six applicants applying to quick response round one, have indicated that their project targets Māori or Māori outcomes.

Ngā ritenga ā-pūtea
Financial implications

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

23. The local board has set a total community grants budget of $50,000 for the 2019/2020 financial year. A total of $18,163.00 has been allocated in the previous grant round. This leaves a total of $31,837 to be allocated to two quick response grant rounds and one local grant round.

24. Twenty five applications were received for Waiheke Quick Response Round One 2019/2020, requesting a total of $38,889.76.
Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations

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

Ngā koringa ā-muri
Next steps

26. Following the Waiheke Local Board allocating funding for round one of the quick response grants, the grants staff will notify the applicants of the local board’s decision.

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>20191204 Waiheke Local Board Business Meeting - Waiheke Local Board Grants Programme (Under Separate Cover)</td>
<td></td>
</tr>
<tr>
<td>B</td>
<td>20191204 Waiheke Local Board Business Meeting - Waiheke Quick Response Round One 2019/2020 applications (Under Separate Cover)</td>
<td></td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Agus Castro Pons - Grants Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Marion Davies - Grants and Incentives Manager  Helgard Wagener - Relationship Manager – Aotea/Great Barrier and Waiheke Local Boards</td>
</tr>
</tbody>
</table>
Te take mō te pūrongo
Purpose of the report
1. To provide an update to the Waiheke Local Board on transport related matters in their area including the Local Board Transport Capital Fund.

Whakarāpopototanga matua
Executive summary
2. This report contains a report back on the local board’s resolutions from September 2019, including an update on the Matiatia Summer Trial.
3. Information on the current status of the Local Board Transport Capital Fund is noted and the project the local board selected for its community safety project.
4. An update on the progress of Auckland Transport’s speed management bylaw is given and a brief update on Waiheke’s 10 Year Transport plan.
5. The relevant decisions of Auckland Transport’s traffic control committee are also noted.

Te tūtohunga
Recommendation
That the Waiheke Local Board:
a) receive the December 2019 Auckland Transport Report.

Horopaki
Context
6. This report addresses transport related matters on Waiheke and includes information on the status of the Local Board Transport Capital Fund.
7. Auckland Transport is responsible for all of Auckland’s transport services, excluding state highways. They report on a monthly basis to local boards, as set out in their Local Board Engagement Plan. This monthly reporting commitment acknowledges the important engagement role local boards play within and on behalf of their local communities.
8. The Local Board Transport Capital Fund is a capital budget provided to all local boards by Auckland Council and delivered by Auckland Transport. Local boards can use this fund to deliver transport infrastructure projects that they believe are important but are not part of Auckland Transport’s work programme. Projects must also:
   • be safe.
   • note impede network efficiency.
   • be in the road corridor (although projects running through parks can be considered if there is a transport outcome).
Tātaritanga me ngā tohutohu
Analysis and advice

September 2019 Resolutions WHK 2019/184

Matiatia Summer Trial Plan
9. Waiheke Local Board and Waiheke Transport Forum agreed to support proposed trial changes to traffic flow in the Matiatia keyhole between 8 December 2019 and 13 April 2020 to reduce the chaos of peak summer traffic and improve the general safety of the area.
10. Auckland Transport notes the local board’s endorsement of, and financial contribution to the trial.
11. The project mandate was circulated to initiate the project and the design brief then given to Stantec group who are working on the final design.
12. Construction has been scheduled to commence on 2 December 2019 and be completed for an 8 December 2019 go-live date.
13. Auckland Council staff met with Ngāti Paoa Trust Board to discuss the trial and then both parties undertook an on-site meeting at Matiatia. Auckland Council staff has also been in contact with the Ngāti Paoa Iwi Trust and the trust has endorsed the operational changes of the trial.
14. Auckland Transport will provide a verbal report at the December meeting on the progress of the construction and we will monitor the trial throughout the summer period and provide a report to the local board after the completion of the trial.

Onetangi Parking Restrictions
15. The request for P240 parking to be established on The Strand at Onetangi between Second and Fourth Avenues is noted, and our parking design team will report back on progress in the new year.

Local Board Transport Capital Fund
16. A summary of the Waiheke Local Board Transport Capital Fund is contained in the table below. The local board has held the majority of its Local Board Transport Capital Fund for the major reorganisation of Matiatia and therefore has spent very little of its allocation over the last electoral term.
17. At its September 2019 business meeting, the local board allocated $50,000 to a trial for an alternative traffic operation plan for Matiatia over the summer period of 2019/2020.

<table>
<thead>
<tr>
<th>Waiheke Local Board Transport Capital Fund Financial Summary</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Funds Available in last political term</strong></td>
</tr>
<tr>
<td><strong>Amount committed to date on projects approved for design and/or construction</strong></td>
</tr>
<tr>
<td><strong>Remaining Budget left until 1 July 2020</strong></td>
</tr>
</tbody>
</table>

Update on funded Waiheke Local Board Transport Capital Fund projects:
18. There is $1,025,204 left in the Local Board Transport Capital Fund. The Matiatia trial is noted below and is the only project in the last political term’s allocation still to be completed.

<table>
<thead>
<tr>
<th>Project</th>
<th>Description</th>
<th>Status</th>
<th>Funds Allocated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Matiatia Summer Alternative Traffic Operation Plan trial</td>
<td>A comprehensive trial to deliver a safer environment for locals</td>
<td>In development, construction date start is 2 December</td>
<td>$50,000</td>
</tr>
</tbody>
</table>
Community Safety Fund

19. The Community Safety Fund (CSF) was established in the 2018 Regional Land Transport Plan and it allocated $20 million for local initiatives in road safety: $5 million in the financial year 2019/2020 and $15 million in financial year 2020/2021. It is apportioned to local board areas by a formula focused on numbers of Deaths and Serious Injuries (DSI).

20. The fund has been named the Community Safety Fund (CSF) and Waiheke Local Board was allocated $321,184 over two years. The local board put three projects up for consideration for this fund.

21. In August 2019, the local board chose a project to improve the Causeway for active modes of transport. The Causeway has sustained a certain amount of damage at the margin with the coastal edge and once this is repaired there will be sufficient room to establish a cyclepath on the westbound side of the Causeway.

22. Auckland Transport expects to report back on the progress of this project in the first quarter of 2020.

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Project Description</th>
<th>Project cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Causeway Cyclepath - Westbound</td>
<td>Cyclists using Causeway Rd or the foreshore path at Ostend Reserve by the Waiheke Boating Club are directed to cross a busy main road to the shared path on the northern side of the road, which is extremely dangerous. This project seeks to address this problem by providing a cyclepath on the southern side.</td>
<td>$320,000</td>
</tr>
</tbody>
</table>

AT’s Speed Management Bylaw

23. At the end of October 2019, after considering nearly 12,000 public submissions and reviewing technical reports, Auckland Transport’s board approved a bylaw will reduce speed limits on around 10 per cent of Auckland’s urban and rural roads.

24. The greatest impact of the speed-limit reductions will be on high-risk rural roads, town centre streets and Auckland’s central business district.

25. There are no effects in the Waiheke Local Board area with this first suite of changes.

Waiheke’s Ten Year Transport Plan

26. The Waiheke 10-Year Transport Plan is an outcome of a Memorandum of Understanding between Auckland Transport and the Waiheke Local Board. The Memorandum of Understanding forms the basis of an ongoing relationship between Auckland Transport and the Waiheke Local Board, with the 10-year transport plan being a core activity within that relationship. The projects included in the 10-year transport plan that are selected for development will be considered for inclusion in the 2020 Regional Land Transport Plan, which is the overarching programme of all of Auckland Transport’s activities for the next 10 years.

27. With the public consultation now closed and final assessment criteria agreed, the project team is currently developing a finalised ranked list of the projects against various categories.
28. The ranked list will be presented to the local board in early 2020 for endorsement, prior to public release in the first quarter of 2020.

**Oceanview Road/Moa Avenue Intersection**

29. Auckland Transport has received several complaints from residents about the safety of the intersection of Moa Avenue and Oceanview Road. A review of the crash data shows that there are a few minor crashes mainly caused by loss of control and involving motorcycles - popular hire vehicles on the island.

30. This intersection is now listed for prioritisation for friction surfacing treatment to prevent loss of control crashes. Its priority will be measured against other sites on that list.

31. A request to install a pedestrian refuge on Oceanview Road in proximity to this intersection has also been considered. However, Oceanview Road would need to be widened to accommodate the refuge and pedestrian numbers here are low. This could be added to the local board’s list for consideration under the Local Board Transport Capital Fund process.

**Belgium Street Pedestrian Crossing**

32. Belgium Street bus stop upgrade incorporating kassel kerbs and widening of the footpath has been completed.

33. It is proposed that the existing bus shelter is replaced with a new CAM shelter. This proposal has not yet been submitted to Metro Bus or the Waiheke Local Board for comment. Auckland Transport are in the process of getting this drawn up to illustrate the effect of a change.

34. A nearby business is still unhappy with the planned location for the raised table crossing and has requested that Auckland Transport meet with them before proceeding. This has been scheduled.

35. To reduce disruption, we are intending to construct the raised table from asphalt. As this is a change from ATCOP standards it will require approval from Auckland Transport’s Chief Engineer.

**Tauākī whakaaweawe āhuarangi**

**Climate impact statement**

36. 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**

37. The Matiatia Summer Trial has been discussed with Auckland Council and their input has been taken into account during the development of the design.

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

**Local impacts and local board views**

**Local Board Workshops**

38. Auckland Transport attended a workshop in September 2019. The purpose of the workshop was to update the local board on the following topics:

- 10-year transport plan – results and consultation and how to factor this into prioritisation.
- urgent workshop to review Plan B for Matiatia Summer Trail

39. In November 2019, Auckland Transport attended a local board workshop and presented information on these topics:
Item 14

Auckland Transport Metro Bus changes and Ostend Road

An introduction to how Auckland Transport supports elected members as well as an outline of the new process for progressing the Local Board Transport Capital Fund projects.

Traffic Controls Committee Decision

40. The decision of the Traffic Control Committee that affected the local board area in since the last reporting period, is noted below.

<table>
<thead>
<tr>
<th>Street Name</th>
<th>Suburb</th>
<th>Type of Report</th>
<th>Resolution ID</th>
<th>Nature of Restriction</th>
<th>Committee Decision</th>
</tr>
</thead>
<tbody>
<tr>
<td>Korora Road / Tiri Road</td>
<td>Oneroa</td>
<td>Permanent Traffic and Parking changes Combined</td>
<td>15874</td>
<td>No Stopping At All Times, Stop control</td>
<td>Carried</td>
</tr>
</tbody>
</table>

Tauākī whakaaweawe Māori

Māori impact statement

41. Interactions with manu whenua is done on a project specific basis. During the development of the Matiatia Transport Plan, Auckland Council held discussions with both Ngāti Paoa Trust Board and the Ngāti Paoa Iwi Trust. A site visit with representatives also took place.

Ngā ritenga ā-pūtea

Financial implications

42. There are no financial implications resulting from this report.

Ngā raru tūpono me ngā whakamaurutanga

Risks and mitigations

43. The proposed decision of receiving the report has no risks. Auckland Transport has risk management strategies in place for the transport projects undertaken in the local board area.

Ngā koringa ā-muri

Next steps

44. Auckland Transport will provide another update report to the local board in February 2020.

Ngā tāpirihanga

Attachments

There are no attachments for this report.

Ngā kaihaina

Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Authorisers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lorna Stewart – Auckland Transport - Elected Member Relationship Manager</td>
<td>Louise Mason – General Manager - Local Board Services</td>
</tr>
<tr>
<td></td>
<td>Helgard Wagener - Relationship Manager – Aotea/Great Barrier and Waiheke Local Boards</td>
</tr>
</tbody>
</table>
Te take mō te pūrongo

Purpose of the report

1. To consider the re-establishment of the Waiheke Transport Forum for the 2019/2022 term of the local board.

Whakarāpopototanga matua

Executive summary

2. The first Waiheke Transport Forum (the previous forum) was established in October 2018 as a subcommittee of the local board to:
   • consider presentations on transport issues and propose transport-related projects on Waiheke
   • provide input into a ten-year transport plan
   • provide community input on design and planning of roads, cycle-ways and footpaths
   • advise on community engagement on local transport projects.

3. The previous forum comprised an Auckland Transport representative, a police representative, an accessibility representative, up to six community representatives and two members of the board. The forum was an advisory body, with the power to make recommendations to the local board and no budgetary allocation.

4. The previous forum met every two months during 2019 and made several recommendations to the board on transport matters and had input to the 10 Year Transport Plan and the Matiatia summer trial.

5. At the end of the previous local board term, the previous forum as a subcommittee ceased to exist. A new transport forum must be re-established by the new local board if it wishes to continue with a forum.

6. At its last meeting on 3 October 2019, the previous forum recommended re-establishment of a new transport forum in the new term. Due to the perception that the level of formality imposed by being a subcommittee of the local board, several options were considered for recommendation to the local board for the future of the forum.

7. The options included becoming a community forum, remaining as a sub-committee but with its own set of standing orders, remaining as a sub-committee but with alternating business meetings and workshops or retaining the status quo. The third option was recommended with alternating business meetings and workshops.

8. If the local board decides to re-establish a transport forum, it can either hold a new appointment process or re-appoint the existing members.

Ngā tūtohunga

Recommendations

That the Waiheke Local Board:

a) establish the Waiheke Transport Forum as a sub-committee of the Waiheke Local Board for the 2019/2022 term of the local board.
b) approve that the Waiheke Transport Forum adopt a new meeting structure consisting of alternating monthly business meetings and workshops.

c) authorise the Waiheke Transport Forum to develop its own standing orders for approval at the first convenient business meeting of the local board.

d) appoint two local board members to the Waiheke Transport Forum.

e) appoint the local Station Commander of the Waiheke Police station ex officio to the Waiheke Transport Forum.

f) provisionally appoint the Auckland Transport Local Board Relationship Manager ex officio to the Waiheke Transport Forum pending the appointment of the proposed Auckland Transport Operations Manager for Waiheke. Upon appointment of the proposed Auckland Transport Operations Manager for Waiheke that person shall be appointed ex officio as the Auckland Transport representative to the Waiheke Transport Forum.

g) appoint community members Chris Howard, Mike Cox, Grant Crawford, Tony King-Turner, Linda Simpson, James Bailey and accessibility representative Don McKenzie, who served as transport forum members during the previous term, as members of the Waiheke Transport Forum.

h) approve the proposed terms of reference of the Waiheke Transport Forum (Attachment A).

i) set the date and time for the first meeting of the Waiheke Transport Forum for this term of the board for Thursday 23 January 5pm.

Horopaki/Context

9. The first request to establish a transport forum was made at the public forum of the Waiheke Local Board business meeting in August 2017. Reference was made to a defunct transport forum on Waiheke that was wound up in 2013 and which met on a monthly basis to discuss better roading solutions.

10. A transport forum enables community members to make proposals to the local board on transport-related issues that affect them. A transport forum recognises local expertise and empowers community members to contribute to solutions to local problems. A transport forum also contributes to community “ownership” of the transport network.

11. After discussion with Auckland Transport, the previous local board supported the establishment of a new transport forum which met on a two-monthly basis.

12. On 25 October 2018, the Waiheke Local Board resolved as follows:

Resolution number WHK/2018/206

MOVED by Deputy Chairperson J Meeuwsen, seconded by Member S Brown:

That the Waiheke Local Board:

a) approve the establishment of the Waiheke Transport Forum as a sub-committee of the Waiheke Local Board.

b) approve the proposed terms of reference of the transport forum (Attachment A of the agenda report) with the addition of a police representative as a member.

c) agree to the late submission of the recommendations of the first meeting of the transport forum at the November business meeting of the Waiheke Local Board.

13. The membership of the transport forum was as follows:

- Six community members including Chris Howard, a civil engineer and former chairperson of the transport forum
- Mike Cox, a local transport operator and former deputy chairperson
• Grant Crawford, a member of the Waiheke Tourism Forum and alternate deputy chairperson
• Linda Simpson, a member of Waiheke Walking Trust
• Tony King-Turner, a member of Cycle Action Waiheke
• James Bailey, the Fullers Bus Manager
• Ex-officio the Auckland Transport Elected Member Relationship Manager
• Ex-officio local representative of the New Zealand Police
• Don McKenzie, accessibility representative
• Two members of the Waiheke Local Board.

14. The previous forum was constituted as a sub-committee under Auckland Council Standing Orders for the Waiheke Local Board 2017, section 2.7. The sub-committee made recommendations to the Waiheke Local Board for its consideration. A mana whenua representative and subject matter experts, including Auckland Council Healthy Waters staff, could be co-opted on an as-needed basis.

15. Members of the community were invited to submit proposals to the previous forum as a deputation or at public forum.

16. Previous agendas and minutes of the previous forum can be found using the following link and selecting “Waiheke Transport Forum” https://infocouncil.aucklandcouncil.govt.nz/.

17. At its last meeting on 3 October 2019, the previous forum considered future options to inform the new local board on a preferred structure, should it wish to re-establish the forum after the election.

18. Feedback from members of the previous forum was that the formal standing orders reduced the opportunity for public input and limited open discussion. Members suggested that new meeting procedures allowing free and open two-way discussions might address these concerns. Four options were proposed for consideration.

Tātaritanga me ngā tohutohu / Analysis and advice

19. Option One would change the structure to a community forum, established by the board but not as a formal sub-committee of the local board. A community transport forum would have the advantage of an open and flexible discussion format, may invite local board and Auckland Transport representation, establish a Terms of Reference which keeps it focused on its key purpose, have an agreed meeting structure and a recommendatory role to the meeting agenda if it wished. Note the terms of reference is included in this agenda report as Attachment A.

20. Option Two would see the transport forum remain as a sub-committee of the local board, but which have its own standing orders designed to allow a greater degree of informality, and to better foster open discussion between members and the public. According to Waiheke Local Board Standing Orders, the local board may amend Standing Orders or adopt new ones if at least 75 per cent of the members present vote in favour of the amendment or adoption. This option would retain the association with the local board which would impart greater authority and ensure that board resourcing continued.

21. Option Three is where the transport forum would retain its current status as a sub-committee of the local board but would adopt a new meeting structure with alternating business meetings and workshops. The transport forum would meet every month with a business first, followed by a workshop the next month. This option would give the accountability of the formal meetings for half of the time and permit open and flexible discussions during the workshops for half of the time. The transport forum would need to make a recommendation to determine the times, dates, venue for extraordinary business meetings and/or additional workshops. It would also need its own set of standing orders to manage proceedings. Note
however, that workshops are not open to the public unless so agreed by the subcommittee’s new set of approved standing orders. A draft set of Transport Forum standing orders will be prepared for consideration at its first meeting should subcommittee be re-established.

22. Option Four is for the status quo to continue i.e., that the transport forum remains a sub-committee of the board using the Waiheke Local Board Standing Orders. This is the advantage of clarity of decision-making and strength of recommendations to the local board and Auckland Transport. It has the disadvantage of firm meeting protocols which disallow discussions between members of the public and transport forum members.

23. On 3 October 2019, the Waiheke Transport Forum resolved as follows:

Resolution number WAI/2019/32

MOVED by Member King Turner, seconded by Member S Brown:

a) recommend option three where the forum retains its current status as a sub-committee of the local board but adopts a new meeting structure with alternating business meetings and workshops.

24. It is recommended that the local board re-establish the Waiheke Transport Forum. The members of the community that served on the previous forum did so with distinction and may be re-appointed.

25. The representatives of Auckland Transport and the New Zealand Police may be appointed ex officio to ensure the continued service by responsible senior representatives. Under the memorandum of understanding entered into by Auckland Transport and the Waiheke Local Board, an Operations Manager will be appointed by Auckland Transport for Waiheke.

26. It is proposed that the local board provisionally appoint the Auckland Transport Local Board Relationship Manager, who was a member of the previous forum, to the Waiheke Transport Forum pending the appointment of the proposed Auckland Transport Operations Manager for Waiheke. Upon appointment of the proposed Auckland Transport Operations Manager for Waiheke that person may then be appointed ex officio as the Auckland Transport representative to the Waiheke Transport Forum.

27. As a result of the establishment of the new Waiheke Local Board, an opportunity exists for the appointment of new local board members to the transport forum. The local board chair was appointed ex officio to the previous forum but it is proposed that any two members, including the chairperson of the local board, may be appointed to the transport forum.

28. The re-establishment of a new transport forum provides an opportunity to review the Terms of Reference that applied to the previous transport forum. The proposed revised Terms of Reference reflects the lessons learnt during the term of the previous forum and makes provision for the proposed changes to the format of the transport forum.

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

29. The previous local board considered the request made during a public forum for a transport forum and worked with Auckland Transport and Auckland Council staff to develop an appropriate forum structure.

30. During its year in operation the previous forum heard a number of transport proposals at its meetings, made a series of recommendations to the board and provided input on various transport matters including the following:

- Input on the 10 Year Transport Plan
- Input on the bus shelters for the new public bus network
- Consultation on the Matiatia Summer Trial
- Input on the Community Transport Safety Projects
Recommendations on cycle lanes on Belgium Street, the Surfdale retail area, improvement of the Donald Bruce Rd roundabout and a refresh of the Be Accessible Plan.

31. Members of both the Transport Forum and the local board have stated that the sub-committee has provided a useful avenue for community input on transport matters that effect the island.

32. Members of the previous forum have recommended continuing with the subcommittee but with a structure that allows for more opportunity for open dialogue and with its previous membership.

**Tauākī whakaaweawe Māori / Māori impact statement**

33. Development of transport initiatives on Waiheke is an area of interest for mana whenua - consequently minutes of the transport forum will be circulated to mana whenua representatives.

34. A mana whenua representative will be invited to attend the transport forum on a case by case basis.

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

35. There is no budgetary allocation required for the transport forum. Any financial resources required to support approved recommendations will be approved by the board and from existing budgets.

**Ngā tāpirihanga**

**Attachments**

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1</td>
<td>20191204 Waiheke Local Board Business Meeting - Transport Forum Terms of Reference</td>
<td>31</td>
</tr>
</tbody>
</table>

**Ngā kaihaina**

**Signatories**

<table>
<thead>
<tr>
<th>Author</th>
<th>Mark Inglis - Local Board Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Louise Mason – General Manager - Local Board Services</td>
</tr>
<tr>
<td></td>
<td>Helgard Wagener - Relationship Manager – Aotea/Great Barrier and Waiheke Local Boards</td>
</tr>
</tbody>
</table>
Terms of Reference – Waiheke Transport Forum

Purpose

To provide advice and input to the Waiheke Local Board on transport matters and initiatives.

Proposed Scope:

To provide:
- a forum to consider presentations on transport issues and proposed projects on Waiheke.
- community input on design and planning of access to the island, roads, cycle-ways and footpaths.
- advice on community engagement on local transport projects.

Persons able to make presentations to the forum include:

- members of the community
- members of transport organisations
- officers of council family organisations
- elected members.

Structure

The Waiheke Transport Forum is constituted as a subcommittee of the Waiheke Local Board made up of the following members:

- two members of the Waiheke Local Board
- as an ex-officio member, the Auckland Transport Operations Manager or Elected Member Relationship Manager
- as an ex-officio member, the Waiheke Officer in Charge, New Zealand Police
- one accessibility representative
- up to six community members to be selected from public applications and invitations to community organisations including the following:
  - Cycle Action Waiheke
  - Transport Operators
  - Walking Groups
  - School representatives
  - Residents Associations.
- other council or Auckland Transport staff may be invited to contribute specialist knowledge and/or input as necessary
- subject matter experts may be co-opted as necessary depending upon expertise required for each agenda

The Waiheke Transport Forum may appoint a chairperson and a deputy chairperson from its membership by simple majority vote of the members present at the meeting.

Meeting Structure

- The forum will operate using a system of alternating business meetings and workshops. The forum will meet every month first with a business meeting followed by
Terms of Reference – Waiheke Transport Forum

- a workshop the next month. This option will give the accountability of the formal meetings for half of the time and permit open and flexible discussions during the workshops for half of the time.
- Upon board approval of a set of standing orders for the forum, it may at its discretion set its own dates and times for the alternating monthly workshops and business meetings. It may also at its discretion approve times and dates of extraordinary business meetings and/or additional workshops.

Staff Support

Staff support will be provided by the following council staff:

- Relationship Manager, Aotea / Great Barrier and Waiheke Local Boards
- Programme Manager, Waiheke and Gulf Islands
- Local Board Advisor, Waiheke Local Board
- Waiheke Local Board PA/Liaison

Administration

- Standing orders specific to the Waiheke Transport Forum will be authorised by the Waiheke Local Board
- The administration of reports, resolutions and minutes will be undertaken using the council’s Info council application and are subject to the relevant timelines prescribed through the application.
- Written proposals and reports must be submitted by the agenda closing date to the Waiheke Local Board email address using the prescribed format and documentation.
- Notice of ordinary and extraordinary business meetings must be given in accordance with the Local Government Official Information and Meetings Act 1987.
- Recommendations for proposed actions will be put forward to the Waiheke Local Board business meeting by means of formal resolution of the Waiheke Transport Forum.

Quorum

- A quorum is made up of fifty per cent plus one of the appointed committee members.

Budget and Delegated Authority

- There is no allocated budget for the Waiheke Transport Forum.
- Delegated Authority – nil (advisory only).
- Waiheke Local Board Office facilities, staff and catering may be available as necessary to support the activities of the forum.

Mana Whenua Involvement

- Mana Whenua Organisations and Pritahi Marae Committee to be sent the minutes of each meeting and invited on a case-by-case basis.

Review

- The operations of the forum will be reviewed on an annual basis.
Terms of Reference – Waiheke Transport Forum
Whakarāpopototanga matua

Executive summary

1. Member Paul Walden has given notice of a motion that he wishes to propose.
2. The notice, signed by member Paul Walden and member Kylee Matthews as seconder, is appended as Attachment A.
3. Supporting information is appended as Attachment A.

Motion

That the Waiheke Local Board:

a) hold all workshops, including for committees, open for the public, subject to the provisions of section 48 of the Local Government Official Information and Meetings Act 1987 (Right of local authorities to exclude members of the public).

Ngā tāpirihanga

Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>20191204 Waiheke Local Board Business Meeting - Notice of Motion</td>
<td>37</td>
</tr>
</tbody>
</table>

Ngā kaihaina

Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Dileeka Senewiratne - Democracy Advisor Waiheke Local Board</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Louise Mason – General Manager - Local Board Services</td>
</tr>
<tr>
<td></td>
<td>Helgard Wagener - Relationship Manager – Aotea/Great Barrier and Waiheke Local Boards</td>
</tr>
</tbody>
</table>
Notice of Motion in accordance with Waiheke Local Board Standing Orders 2.5.1.
13 November 2019
Waiheke Local Board Workshops to promote open and public transaction of business and accountability.

Motion:
That the Waiheke Local Board hold all workshops including for committees, open to the public. Subject to provisions in section 48 Local Govt official information and meetings act “Right of Local Authorities to exclude the public”

Background:
The Waiheke Local Board holds weekly workshops with Council officers and other parties for up to eight hours per week ie, potentially thirty two hours per month.
By contrast the opportunity for public interaction with the Local Board is confined to thirty minutes at the commencement of monthly decision making meetings.
It appears to the public at times such as in recent decision making with respect to parking changes at Matiatia that the decisions are deliberated and made in closed doors sessions and merely perfected in a public decision making meeting.
The purposes of the Local Govt Official Information and meetings Act are;
(a)
to increase progressively the availability to the public of official information held by local authorities, and to promote the open and public transaction of business at meetings of local authorities, in order—
(i)
to enable more effective participation by the public in the actions and decisions of local authorities; and
(ii)
to promote the accountability of local authority members and officials,— and thereby to enhance respect for the law and to promote good local government in New Zealand:
(b)
to provide for proper access by each person to official information relating to that person:
(c)
to protect official information and the deliberations of local authorities to the extent consistent with the public interest and the preservation of personal privacy.

Signed Paul Walden (mover) 

Kylee Matthews (seconder)
Te take mō te pūrongo
Purpose of the report
1. To seek approval of a concept design for the development of Tawaipareira Reserve.

Whakarāpopototanga matua
Executive summary
2. Tawaipareira Reserve is a medium sized neighbourhood reserve comprised of a little over three hectares of predominantly open grassed space and wetlands. There is currently a small skatepark and a learn to ride bike path within the reserve.

3. A concept design has been prepared to develop the park. The concept plan proposes a multi-use park, inspiring active lifestyles with something for everyone. Facilities included in the proposal see a renewed skatepark and learn to ride bike track, a new playground, basketball court, fitness trail and a BMX pump track.

4. Community engagement has been completed and has helped to inform and shape the design.

5. The Waiheke Local Board indicated support for the concept design at a workshop in August 2019.

6. The Waiheke Local Board delegated its powers and functions under the Reserve Act 1977 over the Tawaipareira reserve to a co-management committee; the Rangihoua and Tawaipareira Management Committee. This committee has not yet been constituted due to a Ngāti Pāoa mandate issue currently being resolved by the Māori Land Court. Given the unique circumstances, to progress this project the local board could resolve to withdraw its delegation to the Rangihoua and Tawaipareira Management Committee for this particular decision.

7. Ngāti Pāoa Trust Board and Ngāti Pāoa Iwi Trust have confirmed their support the proposal.

8. This report seeks approval of the design prior to detailed design, consent applications and construction.

Ngā tūtohunga
Recommendations
That the Waiheke Local Board:

a) withdraw the 23 November 2017 delegation (resolution number WHK/2017/1) to the Rangihoua and Tawaipareira Management Committee in respect of the decision on approving a concept design proposal for Tawaipareira Reserve.

b) approve the concept design proposal dated September 2019 (Attachment A), for the development of Tawaipareira Reserve, noting that Ngāti Pāoa Trust Board and Ngāti Pāoa Iwi Trust support the proposal.

c) request staff progress the Tawaipareira Reserve skatepark renewal through to construction.
Horopaki

Context

9. Tawaipareira Reserve is located on the eastern edge of Waiheke Island’s most densely populated suburbs, opposite Anzac Bay, Ostend. Tawaipareira sits amid a mixture of commercial and residential properties. The reserve is commonly known as ‘the skatepark’.

10. ‘The skatepark’ facility within Tawaipareira Reserve is currently under renewal and construction is planned for mid-2020.

11. The surrounding properties are well established and growth in immediate proximity to the reserve is unlikely.

12. Funding was allocated in financial year 2019/2020 to explore design options for the reserve that reflected the desires of the local residents.

13. The objective was to design an amenity park that compliments the existing reserves on the island and provide a space for leisure and family friendly activities, creating a destination park with something for everyone.

14. Part of the reserve is atop a former landfill, as a result, design work focuses on building up rather than deep excavations to alter the contour of the land.

15. Auckland Council’s landscape architects were engaged in early 2019 to undertake the concept design phase. An initial concept design was presented to the local board in April 2019, and the board requested staff to progress with public consultation.

16. This report summarises the consultation process and findings and presents a revised concept design in response to consultation feedback.

Decision Making

17. On Thursday, 23 November 2017, the Waiheke Local Board established the Rangihoua and Tawaipareira Management Committee consisting of three members of the Waiheke Local Board and three members elected by Ngāti Pāoa (Resolution number WHK/2017/195) to operate under approved terms of reference. The terms of reference included delegating the authority to this subcommittee to exercise Council’s Reserves Act 1977 powers and functions in respect of the Tawaipareira reserve.

18. The Rangihoua and Tawaipareira Management Committee has not yet been properly constituted due to a Ngāti Pāoa mandate issue currently being resolved by the Māori Land Court.

19. Given this situation, if the Waiheke Local Board wishes to progress this project it is able to resolve to withdraw its delegation for this particular decision.

20. Ngāti Pāoa Iwi Trust and Ngāti Pāoa Trust Board have been consulted on this project and were supportive.

Links to the local board plan

21. The project aligns with the following Waiheke Local Board Plan 2017 outcomes and objectives –

**Outcome 4: Thriving, strong and engaged communities**
Objective – Strengthen collaboration with Māori. Community wellbeing and participation.

**Outcome 5: Vibrant places for people**
Objective – Improve the open space network on the island.
  - Improve our community’s health and wellbeing by providing quality recreational facilities.
  - Help our communities to lead active and healthy lifestyles.
Tātaritanga me ngā tohutohu
Analysis and advice

Concept design
22. The concept is based around a series of activity pods linked by east/west and north/south connections.

23. The hugely anticipated skatepark renewal will be complimented by a learn to ride skate and scooter track for smaller wheeled sports enthusiasts. A basketball court will cater to youth and adults alike. For those a little more adventurous, a BMX track is proposed. The highly sought play space at Tawaipareira Reserve will be comprised of mostly natural play elements.

24. In addition, these activity pods will be circumnavigated by a fitness trail with calisthenics equipment for those keen to utilize the park as a part of their workout routines.

25. Due to much of the site being surrounded by unattractive industrial properties, a vegetated and restored riparian margin will help address noise pollution and aesthetic issues currently plaguing the site. Traffic noise and prevailing winds from the south-west will also be mitigated by planting and the creation of small bunds to inspire play and activity.

Engagement
26. The design proposal was presented to iwi in June 2019. Feedback was received from Ngāti Pāoa Iwi Trust in written form, and Ngāti Pāoa Iwi Trust Board by way of a hui onsite on 24 June 2019. Both provided positive commentary on the proposal.

27. Consultation with the local community took place throughout the month of July 2019 through the Auckland Council Have Your Say webpage and via email. In addition, a community drop-in event was held at the reserve in conjunction with an annual skate boarding competition. The consultation process was promoted through the local newspaper, The Gulf News, and via the local board’s social media Facebook page.

28. A total of 101 submissions were received. Ninety-eight were on-line submissions, one via email and two hard copy form responses.

29. Most of the feedback received was in full support of the proposal, with particular support for:
   - renewed skatepark
   - playground
   - BMX track
   - fitness and calisthenics equipment
   - basketball facilities
   - learn to ride bike/scooter track.

30. There were no items in the proposed concept that were met with strong opposition.

31. A revised concept design has been prepared, building in consultation feedback.

Walking access to Waiheke Primary
32. There was a large amount of support for access from the northern reserve face, to Waiheke Primary on Seaview Road.

33. It is proposed that this additional access be considered in future planning of the area.

Car parking
34. Provision for increased car parking requirements has been considered to cater for increased park use.
35. Initial discussions around car parking has proposed shifting current reserve access and carpark in an easterly direction to increase visibility of vehicles entering and exiting the reserve.

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

36. The implementation of the concept design will have no direct impact on greenhouse gas emissions. Consideration will be given to sourcing local products and services where practically possible throughout construction.

37. It is not envisaged that climate change will impact on the end product in the foreseeable future.

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

38. The council’s parks and places specialist and maintenance delivery coordinator has been consulted and is supportive of the proposal.

39. Healthy Waters have been consulted as they are currently working within the eastern portion of the reserve improving stormwater systems. Healthy Waters are supportive of the proposal.

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

40. The revised concept design was presented to the local board at a workshop on 15 August 2019. Local board members indicated support for the design and requested that the concept plan be finalised.

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

41. Tawaipareira Reserve is co-governed by the Rangihoua and Tawaipareira Management Committee consisting of three members of the Waiheke Local Board and three members elected by Ngāti Pāoa (Resolution number WHK/2017/1).

42. The Rangihoua and Tawaipareira Management Committee has not yet been properly constituted due to a Ngāti Pāoa mandate issue currently being resolved by the Māori Land Court.

43. The potential development of Tawaipareira Reserve was discussed with the Ngāti Pāoa Trust board members onsite on 24 June 2019.

44. Ngāti Pāoa Iwi Trust provided written support for the proposal on 25 June 2019.

45. There will be further opportunities for mana whenua to be involved through the developed design phase.

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

46. A total budget has been allocated to the project from renewals funding of $850,000 over multiple financial years from 2018/2019 to 2021/2022.

47. A comprehensive cost estimate for the delivery of the full concept has not been prepared at this time. Subject to and following approval of the concept design, staff will prepare cost estimates. It is anticipated that the total cost for delivery of the concept plan will exceed the currently allocated budget.

48. Previous discussions with the local board have indicated a willingness to allocate up to $200,000 additional budget from their Locally Driven Initiative (LDI) budget.
49. Staff will provide further advice to the board regarding options for:
   - delivery of priority elements of the concept design within the current budget allocation
   - allocation of additional budget to deliver more of the concept design
   - staging construction works if required to address budget or delivery constraints.

Ngā raru tūpono me ngā whakamaurutanga

Risks and mitigations

50. A resource consent is required, and the preparation and processing of this consent may have an impact on the time frame for construction.

51. Parts of the site were formerly used as an open landfill and there is a risk of ground contamination associated with possible works. Soil testing will be undertaken as part of the developed design phase to ascertain whether there is any evidence of contamination. If mitigation is required, this will impact on construction costs.

52. As a part of the works Healthy Waters is undertaking within the reserve, the existing closed landfill will be capped with coastal marine sediment and 300mm of clean fill to allow for recreational use within the area.

53. Staging the construction over multiple years may result in an escalation in construction costs.

Ngā koringa ā-muri

Next steps

54. Developed design, site investigation work, resource consenting and detailed design will be progressed in financial year 2019/2020. It is anticipated that construction work would commence in the latter half of 2020.

55. The table below summarises the anticipated next steps and estimated delivery timeframe for the project. The estimated timeframes assume successful and timely completion of each identified project step. Unforeseen delays in the procurement or the resource consent process have the potential to delay completion of the project beyond the identified timeframe.

<table>
<thead>
<tr>
<th>Developed design</th>
<th>November/December 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resource consent application (assuming a non-notified consent process)</td>
<td>January/February 2020</td>
</tr>
<tr>
<td>Detailed design</td>
<td>March/April 2020</td>
</tr>
<tr>
<td>Procure physical works contractor for Stage 1</td>
<td>May 2020</td>
</tr>
<tr>
<td>Physical works Stage 1</td>
<td>June – December 2020</td>
</tr>
</tbody>
</table>

56. Collaboration with iwi on aspects of the design and the interpretative markers will be undertaken as the project progresses.

Ngā tāpirihanga

Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>TWP A3 Concept Booklet</td>
<td>45</td>
</tr>
</tbody>
</table>
Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Kara Burn, Project Manager</th>
</tr>
</thead>
</table>
| Authorisers  | Rod Sheridan - General Manager Community Facilities  
Helgard Wagener - Relationship Manager – Aotea/Great Barrier and Waiheke Local Boards |
Tawaipereira Reserve Masterplan
Final Concept | September 2019
Contents

1.0 Initial Brief ....................................................... page 4
1.1 Site Context ....................................................... page 5
1.2 Concept Analysis ............................................... page 6
1.3 Te Aanga Design Principles ............................... pages 7-8
1.4 Tawapiereira Reserve Masterplan ......................... page 9
1.5 Artist’s Impression of Masterplan ......................... page 10
1.6 Precast Imagery .................................................. page 11
1.7 Skate Park Initial Concept .................................. page 12
1.8 Feedback from Consultation ............................... pages 13-15
1.0 | Initial Brief

- Landform portion to be re-capped and restored to a standard which can be maintained by mowing.
- Confirm preferred components and layout of the skate facilities.
- Improve separation of skaters and toddlers who are learning to skate/scoot/ride.
- Confirm location and surface of extended bike trails.
- Investigate potential for provision of basic toddlers/natural play facilities within the reserve.
- Investigate potential for other play facilities, i.e. basketball hoop and flying fox.
- Investigate revegetation of the wetland edges and the treatment of storm water that sheds across the reserve during / after high rainfall.
- Nominate the location and format of a food / coffee concessionaire within the reserve.
- Improve passive surveillance of the reserve.

---

Initial Outcomes Plan for Park, 2010
1.1 | Site Context

[Map image showing site context with various annotations and design elements]
1.2 | Initial Concept Analysis

**SWOT ANALYSIS**
- Much of the site is surrounded by unattractive industrial uses
- Wetland offers attractive views to the north
- Existing facilities: skatepark, coves, paths and gravel carpark
- Traffic noise and prevailing winds from the SW
- Potential linkages flagged N/S and E/W
- Elevated/graded area to centre
- Some existing vegetation around margins, but former use distances this to a degree

**CONCEPT SKETCH**
- Series of activity pods linked by E/W and N/S connections
- Parts of these connections will need to be staged
- Activity pods linked between each other
- Vegetated and restored riparian margin
- Vegetated boundaries where flanking industrial uses
- Activities could include basketball, learn to ride, play opportunities, mountain biking and BMX
1.7 | Te Aranga Design Principles

1 MANA
Rangairirangi, Authority

Outcome:
The status of te iwi and hapū as mana whenua is recognised and respected as a council partner. This framework acknowledges mana whenua as the first peoples of the region and an intimate part of the ecological and cultural fabric of this community.

Place based application:
- Mana whenua contribute to the decision making process for the plans, from planning phases through to any narrative or place-making aspects.

2 WHAKAPAPA
Names and Naming

Outcome:
Māori names are celebrated. Naming opportunities are supported.

Place based application:
- Dual signage (English and Māori) to be provided at key points, in line with Council’s signage policy.

3 TOHU
The Wider Cultural Landscape

Outcome:
Opportunities should be taken through the design of proposals, to promote cultural heritage and incorporate mana whenua creative expression. Public art should be explored particularly at significant entry points.

Place based application:
- Carry out minor vegetation thinning to improve views out towards Okahu Bay, including interpretation measures around local landmarks - possible art pieces or integrated within other elements such as paths/walls.

4 TAIAO
The Natural Environment

Outcome:
The natural environment is protected, restored and enhanced.

Place based application:
- Former landfill area to be capped, reducing risk of leachate entering waterways or air, as well as the risk of solid waste working its way to the surface.
- Walking/cycling improvements to park encourage use of alternative modes of transport.
- Enlarged area to bike/scooter track encourages introduction to cycling from a young age.
- Significant native replanting proposed - around watercourse in particular. Species to be selected as appropriate to local ecological districts. This area is large enough to function as an ecological ‘patch’ in terms of environmental corridors.
- Future boardwalk connection to school encourages walking/cycling over vehicle travel.

HIGH LEVEL OPPORTUNITIES, TO BE FURTHER REFINED VIA THE DETAILING WITH MANA WHENUA
HIGH LEVEL OPPORTUNITIES, TO BE FURTHER REFINED

The planting sequence is informed by the following key principles:

- Promotion of key indigenous plant species and their propagules
- Use of plants native to the region
- Promote diverse planting schemes
- Promote community involvement in planting

The planting sequence is informed by the following key principles:

- Promotion of key indigenous plant species and their propagules
- Use of plants native to the region
- Promote diverse planting schemes
- Promote community involvement in planting
1.3 | Tawaipereira Reserve Masterplan

NOTES:
1. Potential future link to Waiheke Primary School (shown for
   information only at this stage).
2. Re-vegetation of existing wetland edge – potential for informal/
cultural nature play activities to be accommodated here.
3. Connection path to school link to be built only if connection goes
   ahead – as feasible (not shown).
4. Potential ‘lawn’ strip (1.5m in height) to route fill from construction
   activities on site and create informal play feature.
5. Accessible pathway with differing textures and gradients.
7. Picnic area to centre of recreation activities, with drinking fountain
   and shade provision.
8. Playground area to be developed – indicative design only shown.
   Could be sized to suit available budget.
9. Informal allotment area proposed in the sloping area outside the
   formal plan.
10. Existing carpark area, realigned to align with new access.
11. Investigate relocation of entry to location shown, to reduce traffic
    hazards.
12. Existing skatepark footprint – to be included in the updated skate
    concept.
13. Skatepark extension area as per skatepark concept attached, including
    all-ages bowl design.
14. Existing shelter to remain.
15. Potential link to the adjacent shops.
16. Potential future link to Tahi Road, working with adjacent land
    owners.
17. Former landfill area to be capped by Healthy Waters project.
18. Waterway to be naturalised as part of Healthy Waters project.
19. Pedestrian bridge to remain as condition requires removal. Carry out
    community feedback project to improve cycling.
20. Investigate potential for 90 degree jog off Ostand Road with
    Auckland Transport, to reduce the amount of parking required
    within the reserve.
1.4 | Artist’s Impression of Masterplan
1.6 | Precedent Imagery
1.5 | Skatepark Concept

This draft plan was created by Premium Skate Designs, and was discussed at the public open day on site (July 2019) and the online consultation. It was generally reviewed as an appropriate response for the site, with the two main points of feedback being:

- Two graduate difficulty in the proposed bowl to wider range of abilities
- Consider addition of lights for winter use
1.8 | Feedback from Consultation

A public session to go over the draft plans was held in conjunction with a skate event at the park on July 6th, 2019, and this was attended by around 150 people over the course of the day, with comments left on the plans and submission forms filled in. An online feedback period was also held over the month of July, which gathered a total of 81 submissions. A range of feedback was gained through this process, and in particular the types of activities that might occur on the park, and the types of play experiences that might feature in the play space. A draft plan for the skatepark was also put forward. The following pages show the part activities and play space attributes put forward as part of the consultation, with the number of respondents to support these noted. The skatepark attribute numbers are lower, as this information was only collected at the open day.

In general, feedback was very positive, with particular support noted for the skatepark improvements. Bmx track and nature playground. Some specific feedback that resulted in a change to the plans included:

- Inclusion of a drinking fountain
- Inclusion of more shade into the community gathering space
- Relocation of the carpark exit point away from the dangerous downhill curve. A suggestion was made around the ability to provide 90 degree carparking off Dotond Road to supplement the parking on site, and this will be discussed with Auckland Transport.
- Reworking of the proposed skate bowl to allow for a greater range of abilities

It was also noted that there was very strong support for the future boardwalk link to Waiheke Primary, and this is an aspect that could be considered for separate funding. There were also a number of suggestions made around all-weather surfacing for the BMX track, and this will be considered at the detailed design stage. A number of other detailed suggestions were also made, and these also be carried forward to the detailed design stage as appropriate.
1.8 | Feedback from Consultation

At the open day, people were asked to rank the types of play activities that would interest them most, for consideration in any future playspace design. The total number of responses for each is shown in the green circles below.
1.8 | Feedback from Consultation

At the open day and via the online consultation, people were asked to indicate the proposed activities on the reserve that would interest them most, for consideration as part of any future prioritisation process. The total number of responses for each are shown in the green circles below.
Local board governance work management for the 2019-2022 triennium

File No.: CP2019/18995

Te take mō te pūrongo
Purpose of the report
1. To outline the options for efficiently and effectively managing the governance work of the local board for 2019-2022 triennium.

Whakarāpopototanga matua
Executive summary
2. At the end of each triennium the Local Board Services (LBS) department delivers a review of local board work practices, including the organisational support they require and how well they support the boards in their governance role. The 2016-2019 triennium review gathered feedback from local board members, and staff from LBS and other council departments and Council-controlled Organisations (CCOs).
3. In response to the review, this report outlines a recommended approach for local boards to manage their governance workload as follows:
   • maintain a key focus on annual work programmes and their implementation through quarterly reporting and regular workshops with the whole local board, with decisions made at business meetings
   • appoint nominated local board members who will be consulted on landowner consents and events, and who will provide feedback on liquor licences and resource consents
   • appoint nominated local board members to external organisations.
4. These practices support the local board to undertake their governance role in an efficient and effective way, reflect the priority work of the local board and help the organisation focus its resources. Some of these practices require a decision of the local board, such as specific appointments of local board members, and separate reports cover these recommendations and associated advice.
5. Local boards are also able to identify topic area leads who would act as a champion with the local board on specific topic areas. Leads would focus on work programme activities/projects within their topic areas and understanding relevant community needs and preferences enabling other members to focus their time on other parts of the board’s workload.
6. The review feedback suggests the following advantages for having a full board involved in direction-setting discussions on issues, rather than identifying topic area leads:
   • staff are confident that the direction is the view of the whole board rather than one member
   • knowledge and information is retained by the full local board rather than one member
   • discussions with staff are less likely to enter into management or operational level detail
   • it avoids inefficient duplication, when conversations are held between staff and a lead, and then repeated with the full local board.
7. The feedback from the review highlighted that if a board does appoint topic area leads, the risks should be mitigated by providing a clear scope for that role and ensuring it does not lead to inefficiency or adversely affect staff receiving clear direction from the full local board.
Ngā tūtohunga
Recommendations

That the Waiheke Local Board:

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

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

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

iii. appoint nominated local board members to external organisations.

Horopaki
Context

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

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

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

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

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

13. The findings from the review have informed the content of this report.
Tātaritanga me ngā tohutohu
Analysis and advice
Work practices supporting the governance role of local boards (recommended approach)

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

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

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

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

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

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

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

Optional addition: Topic area leads (not recommended)

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

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

19. Leads may also:

- be appointed as the nominated local board member to provide feedback on behalf of the board on relevant matters (e.g. landowner consents) and appointed to related external organisations
- undertake learning and development opportunities and attend conferences (using their individual development budget provided as part of the Kura Kāwana development programme) relevant to the topic area
- highlight relevant issues and emerging priorities during local board plan and work programme development
Item 18

• act as a key contact for community groups and members of the public on the topic area.

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

21. Should the local board identify topic area leads, there are the following risks to consider:

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

22. These risks can be addressed by:

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

23. Staff resourcing is focussed on work programme development and delivery, along with advice to support workshops and business meetings. Topic area leads can be supported by staff to undertake the following responsibilities:

• when issues arise at a full board workshop, the lead can be directed to meet with staff on that issue and explore solutions; staff would report back to the full board for direction, and the lead can assist with explanation and support during that discussion
• develop local board feedback on regional policies, plans and strategies relevant to the topic area, for full local board approval
• respond to constituent enquiries relevant to the topic area
• report back to the local board at workshops, and publicly via board member reports at business meetings, on the activities undertaken as the topic area lead.

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

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

Tauākī whakaaweawe āhuarangi
Climate impact statement

26. This report is procedural in nature so does not have direct climate impacts. However, a key focus for the council in the current term will be how it responds to the climate emergency and this may be a consideration for how local boards manage their governance work.
**Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera**  
**Council group impacts and views**  
27. Feedback was gathered from staff from the LBS department, and other departments and CCOs who work with local boards, about practices to manage the local board governance work through the 2016-2019 triennium review.

28. The practices used by a local board to manage their governance work can impact on the efficiency of staff engagement with members. Some variation in practices is required to reflect local differences, but overall large differences in work practices is challenging and consistency is beneficial.

29. In light of this, Local Board Services has provided consistent advice and recommendations on work practices to all local boards to consider when making decisions on how they will manage their governance work for the 2016-2019 triennium.

**Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe**  
**Local impacts and local board views**  
30. Feedback was gathered from local board members about practices to manage local board governance work through the 2016-2019 triennium review. This included: a workshop attended by 13 local board members from 10 local boards; and a survey to all members, with responses provided by 29 members, from 13 local boards.

31. The practices used by a local board to manage their governance work can impact efficiency and effectiveness of engagement with communities and the opportunities that members have to provide local leadership beyond the formal decision-making process.

32. The topic of managing the governance work of the local board was discussed at a workshop on 23 October 2019, as part of the Waiheke Local Board induction programme for the 2019-2022 triennium.

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

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

**Ngā raru tūpono me ngā whakamaurutanga**  
**Risks and mitigations**  
35. The risks and mitigations of having topic area leads are outlined in the ‘Analysis and Advice’ section of this report.

36. Risks relating to any specific decision required for the work practices that form the recommended approach are outlined in the respective separate reports relating to those decisions.

**Ngā koringa ā-muri**  
**Next steps**  
37. Staff from the Local Board Services department will work with staff from other departments and CCOs to ensure the practices of the local board are implemented.
NGĀ TĀPIRHANGA
Attachments

There are no attachments for this report.

NGĀ KAIHAINA
Signatories

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

File No.: CP2019/18997

Te take mō te pūrongo
Purpose of the report

1. To recommend that the Waiheke Local Board appoints a local board member to:
   - be the nominated local board member for landowner consents (including affected party approvals)
   - be the nominated local board member for film applications
   - be the nominated local board member for events
   - provide formal reports on liquor licence applications and attendance at hearings
   - provide formal views on whether a resource consent should proceed as a non-notified, limited notified or fully notified application
   - provide formal views (feedback) on notified resource consents and attend the council hearings.

Whakarāpopototanga matua
Executive summary

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

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

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

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

Ngā tūtohunga
Recommendations

That the Waiheke Local Board:

a) appoint a nominated local board member (or default to the chairperson) for landowner consents (excluding landowner consents for filming) and authorise them to:

   i. be the point of consultation for staff on all applications for landowner consent and, at their discretion, refer any application for landowner consent to the local board for a local board decision, and
ii. be the point of consultation for staff on proposed asset renewal works and, at their discretion, refer any proposed asset renewal works to the local board for a local board decision

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

b) appoint a nominated local board member (or default to the chairperson) for landowner consents for filming and authorises them to:

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

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

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

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

e) delegate to local board member Upchurch the authority to provide the local board views on whether a resource consent should proceed as a non-notified, limited notified or fully notified application (noting all board member’s views will be included as feedback)

f) note the authority to prepare and provide local board views and speak those local board views at any hearings on notified resource consents will be provided on a case by case basis.

Horopaki
Context

Background

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

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

8. Local boards have allocated responsibility for decision-making with respect to local parks and have delegated landowner consent decisions to staff subject to a number of delegation protocols. The delegation protocols require that the nominated local board member is consulted on every landowner consent. Landowner consents encompass a broad range of activities, including affected party approvals, filming and events. Local boards also are able to provide their formal views in a report at liquor licence hearings.
9. Under the Local Government (Auckland Council) Act 2009 the Governing Body must consider any views and preferences expressed by a local board, where a Governing Body decision affects or may affect the responsibilities or operation of the local board or the well-being of communities within its local board area. Local boards’ ability to provide local views can be affected because of statutory timeframes or external agency deadlines. Delegating authority for providing local board views to individual members provides local boards the opportunity to give local views within prescribed timeframes.

Tātaritanga me ngā tohutohu
Analysis and advice

Landowner consents

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

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

Landowner consents for filming

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

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

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

Events

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

- applications to hold events on council-owned land in the local board area that require regulatory approval and involve one or more of the following matters:
  - complete or substantial closure of the public open space
  - more than 500 people
  - road closure
  - liquor
  - ticketed event.
- Any regulatory decision to set fees and charges for holding local events on council-owned local parks and reserve (and refer the matter to the local board to obtain local board views and input where required by the delegated local board member).
- Staff are also required to notify the nominated local board member of:
  - areas that may involve reputational, financial, performance or political risk
16. The appointment of a nominated local board member for events is therefore recommended to enable staff to exercise their delegation.

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

**Formal submissions at liquor licence hearings**

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

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

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

**Notified resource consents**

21. Local boards can provide feedback, within the statutory timeframes, on whether resource consent applications should be publicly notified. This was resolved by the Governing Body on 28 July 2011 (GB/2011/156). Resource consent planners email the planning lead copies of applications that meet the triggers set by the local boards (last reviewed in 2017). The planning leads have three working days to provide comment on the matter of whether the application should be publicly notified or limited notified to particular persons who may be adversely affected by the proposal. Where comments are provided, these are included verbatim as part of the reporting planner’s notification report to the decision-maker.

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

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

**Options considered**

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

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

26. We recommend that local boards appoint one nominated local board member (and alternate). Appointing more than one nominated local board member increases administration for staff and can create unnecessary confusion where local board members provide differing views to staff.
Nominated local board members under the Local Board Delegations Protocol

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

Table 1: Options for local boards to address requirement for nominated local board members under the Local Board Delegations Protocol for landowner consents and events

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

Notified applications (resource consents and liquor licences)

28. Local boards normally provide their formal views at business meetings (option two in Table 2). Because local board reporting timeframes do not usually align with process and statutory timeframes outlined above, in most instances reporting at a business meeting will not be a viable option. Providing a delegation to one local board member and one alternate (option three in Table 2) is considered the most efficient way of providing formal views for the matters discussed in this report.

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

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

**Tauākī whakaaweawe āhuarangi**  
Climate impact statement

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

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

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

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

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

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

33. Recommendations within this report are based on direction provided at a workshop with the board on 22 November 2019.

**Tauākī whakaaweawe Māori**  
Māori impact statement

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

**Ngā ritenga ā-pūtea**  
Financial implications

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

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

36. If local boards choose not to appoint a nominated board member for landowner consents (including film applications) and events, staff will need to seek feedback from the chairperson. This could potentially lead to a busy workload for the local board chairperson, in addition to their existing duties.
37. If local boards choose not to delegate to provide views on notified applications, there is a risk that they will not be able to provide formal views prior to submission closing dates and miss the opportunity to have their feedback presented and heard at a hearing.

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

Ngā koringa ā-muri

Next steps

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

40. Training for local board members will be offered on the Resource Management Act 1991 and the preparation of effective feedback for applications notified as part of a Resource Management Act 1991 process.

41. Nominated local board members (and alternates) who are delegated to provide reports and speak at District Licensing Committee Hearings should sign-up to receive alcohol notices. This will ensure that they hear about new applications as soon as they are open for comment.

Ngā tāpirihanga

Attachments

There are no attachments for this report.

Ngā kaihaina

Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Carol Stewart, Senior Policy Advisor, Local Board Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Louise Mason, General Manager - Local Board Services</td>
</tr>
<tr>
<td>Authorisers</td>
<td>Helgard Wagener - Relationship Manager – Aotea/Great Barrier and Waiheke Local Boards</td>
</tr>
</tbody>
</table>
Appointment of local board members to external community organisations

File No.: CP2019/19004

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

Whakarāpopototanga matua
Executive summary
2. Elected members participate as representatives of the local board on several external community and national organisations.

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

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

Ngā tūtohunga
Recommendation/s
That the Waiheke Local Board:

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

<table>
<thead>
<tr>
<th>External organisation</th>
<th>Lead</th>
<th>Alternate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Waiheke Island Civil Defence Emergency Management Sub Committee</td>
<td>Local board member Bob Upchurch</td>
<td>Local board member Kylee Matthews</td>
</tr>
<tr>
<td>Hauraki Gulf Forum</td>
<td>Chairperson Cath Handley</td>
<td></td>
</tr>
<tr>
<td>Community Network Waiheke</td>
<td>TBC</td>
<td></td>
</tr>
<tr>
<td>Project Forever Waiheke</td>
<td>Local board member Robin Tucker</td>
<td>Chairperson Cath Handley</td>
</tr>
<tr>
<td>Waiheke Recreation Centre Trust</td>
<td>Local board member Upchurch</td>
<td></td>
</tr>
<tr>
<td>Youth Voice</td>
<td>Local board member Kylee Matthews</td>
<td></td>
</tr>
</tbody>
</table>
Horopaki

Context

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

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

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

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

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

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

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

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

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

Relevant external organisations

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

Community Network Waiheke

13. Community Network Waiheke is a collective voice for Waiheke Island community groups and serves as an umbrella organisation for small groups to receive funds.

14. The previous local board representative was chairperson Cath Handley, with local board member John Meeusen as an alternative.
15. Meetings are held the first Tuesday of each month at 11am in the Waiheke Library.
16. The local board is asked to appoint one member (and an alternate) to Community Network Waiheke.

**Waiheke Island Civil Defence Emergency Management Sub Committee**

17. The Waiheke CDEM subcommittee works in partnership with emergency services and other organisations to ensure the effective delivery of civil defence emergency management within Waiheke Island.
18. The previous local board representative was local board member John Meeuwsen with local board member Shirin Brown as alternative.
19. Meetings are held as required and the date of the next meeting is yet to be confirmed.
20. The local board is asked to appoint one member (and an alternate) to Waiheke Island Civil Defence Emergency Management Sub Committee.

**Hauraki Gulf Forum**

21. The Hauraki Gulf Forum (HGF) is a statutory body, which promotes and facilitates integrated management and the protection and enhancement of the Hauraki Gulf, under the Hauraki Gulf Marine Park Act 2000.
22. Under the Act, one of the seven Auckland Council seats on the Hauraki Gulf Forum is reserved for a member of the Waiheke Local Board.
23. The previous local board representative was local board member John Meeuwsen with no alternative appointed.
24. Meetings are held quarterly, and the date of the next meeting is yet to be confirmed.
25. The local board is asked to appoint one member (and an alternate) to the Hauraki Gulf Forum.

**Waiheke Recreation Centre Trust**

26. The purpose of the Trust is to provide, or assist in providing, a public recreational facility on Waiheke Island in order to improve the conditions of life of both the pupils of Waiheke High School and the wider Waiheke community.
27. This appointment is required as per the Trust documents and has been delegated to the local board from the Governing Body.
28. The previous local board representative was local board member Bob Upchurch with local board member Shirin Brown as alternative.
29. Meetings are held quarterly, and the date of the next meeting is yet to be confirmed.
30. The local board is asked to appoint one member (and an alternate) to the Waiheke Recreation Centre Trust.

**Youth Voice**

31. Waiheke Youth Voice is run by the youth on Waiheke and organizes and promotes events for youth on the Island.
32. The previous local board representative was local board member Shirin Brown with local board member Bob Upchurch as an alternative.
33. Meetings are held as required and the date of the next meeting is yet to be confirmed.
34. The local board is asked to appoint one member (and an alternate) to Youth Voice.
Project Forever Waiheke

35. Project Forever Waiheke is led by a working group of people representing a broad range of interest areas, set up to develop strategy to help address and manage problems associated with tourism, monitor tourism impacts and community wellbeing and advance tourism sympathetic to Waiheke’s environments.

36. The previous local board representative was chairperson Cath Handley with deputy chairperson Paul Walden as an alternative.

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

38. The local board is asked to appoint one member (and an alternate) to Project Forever Waiheke.

Tātaritanga me ngā tohutohu
Analysis and advice

Tauākī whakaaweawe āhuarangi
Climate impact statement

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

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

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

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

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

42. The recommendations within this report were workshopped with the board on 22 November 2019.

Tauākī whakaaweawe Māori
Māori impact statement

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

Ngā ritenga ā-pūtea
Financial implications

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

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations

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

Next steps

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

Ngā tāpirihanga

Attachments

There are no attachments for this report.

Ngā kaihaina

Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Janine Geddes - Senior Local Board Advisor - Waiheke Local Board</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authoriser</td>
<td>Helgard Wagener - Relationship Manager - Aotea/Great Barrier and Waiheke Local Board</td>
</tr>
</tbody>
</table>
Process for appointment of Local Government New Zealand National Council representative

File No.: CP2019/19038

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

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

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

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

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

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

Ngā tūtohunga
Recommendations
That the Waiheke Local Board:

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

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

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

d) agree in principle to two annual meetings of Auckland Council and LGNZ (or their representatives) with the arrangements to be decided by the three Auckland Council representatives to the LGNZ National Council and staff.

e) endorse the proposal that the meetings of the Auckland Council/LGNZ meetings be
co-chaired by the governing body and local board representatives appointed to the LGNZ National Council.

Horopaki

Context

Local Government New Zealand (LGNZ)

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

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

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

10. The establishment of dedicated Auckland seats were made as part of amendments to the LGNZ Rules agreed at its AGM in July 2019 (available online). The amended rules stipulate that the composition of the National Council will include the Mayor of Auckland (or an alternate) and two further persons: one to represent the Governing Body and one to represent local boards. The appointments are for three years.

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

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

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

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

Tātaritanga me ngā tohutohu

Analysis and advice

Appointment of local board representative to LGNZ National Council

15. The appointment of a local board representative will need to be decided by local boards. This is outlined in LGNZ Rule E1A “(b) one person appointed by Auckland Council local boards, from Elected members of the local boards”.

16. The restricted timeframes (eight weeks from start of the term) requires an agile selection process. Staff considered several options and recommend Option A as detailed in the following table:
Process for appointment of Local Government New Zealand National Council representative

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

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

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

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

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

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

22. Auckland Council could continue to meet with the president and chief executive (or their representatives) of LGNZ on a regular basis. Although not expressly set out in the changes to the LGNZ Rules, there is an understanding that Auckland Council will continue with these meetings in order to ensure an ongoing regional dialogue and continue to identify and advise LGNZ on issues and concerns affecting the Auckland region.
23. Staff recommend these meetings are co-chaired by the councillor and local board member appointed to the LGNZ national council. A co-chair approach recognises the shared governance role of local boards. Following discussions with LGNZ, staff also recommend that the meetings be open to all elected members.

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

**Tauākī whakaaweae āhuarangi**

**Climate impact statement**

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

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

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

**Council group impacts and views**

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

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

**Local impacts and local board views**

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

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

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

**Tauākī whakaaweawe Māori**

**Māori impact statement**

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

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

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

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

**Ngā ritenga ā-pūtea**

**Financial implications**

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

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

### Ngā raru tūpono me ngā whakamaurutanga

#### Risks and mitigations

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

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

### Ngā koringa ā-muri

#### Next steps

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

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

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

### Ngā tāpirihanga

#### Attachments

There are no attachments for this report.

### Ngā kaihaina

#### Signatories

| Authors                                | Shirley Coutts - Principal Advisor - Governance Strategy  
|                                       | Janine Geddes - Senior Local Board Advisor - Waiheke Local Board |
| Authorisers                            | Louise Mason – General Manager - Local Board Services  
|                                       | Helgard Wagener - Relationship Manager – Aotea/Great Barrier and Waiheke Local Boards |
Urgent decision-making process

File No.: CP2019/19042

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

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

Ngā tūtohunga
Recommendations
That the Waiheke Local Board:

a) adopt the urgent decision-making process for matters that require a decision where it is not practical to call the full board together and meet the requirements of a quorum.

b) delegate authority to the chair and deputy chair, or any person acting in these roles, to make urgent decisions on behalf of the local board.

c) agree that the relationship manager, chair and deputy chair (or any person/s acting in these roles) will authorise the urgent decision-making process by signing off an authorisation memo.

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

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

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

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

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

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

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

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

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

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

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

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

Tauākī whakaaweawe āhuarangi
Climate impact statement

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

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

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

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

16. This report outlines the local board urgent decision-making process, and seeks the local board’s agreement to adopt this process.
**Tauākī whakaaweawe Māori**

**Māori impact statement**

17. A decision of this procedural nature is not considered to have specific implications for Māori, and the arrangements proposed in this report do not affect the Māori community differently to the rest of the community.

**Ngā ritenga ā-pūtea**

**Financial implications**

18. There are no financial implications arising from the procedural decision sought by this report.

**Ngā raru tūpono me ngā whakamaurutanga**

**Risks and mitigations**

19. To mitigate any risk that the urgent decision-making process could be used inappropriately, the relationship manager will assess a number of factors including timing of the next scheduled meeting, the reason for urgency, and significance of the decision. If a matter is of major significance, an extraordinary meeting can be called instead.

**Ngā koringa ā-muri**

**Next steps**

20. If the local board adopts the use of the urgent decision-making process, the local board relationship manager and delegated members will execute the urgent decision-making process outlined in this report if the need arises.

**Ngā tāpirihanga**

**Attachments**

There are no attachments for this report.

**Ngā kaihaina**

**Signatories**

<table>
<thead>
<tr>
<th>Authors</th>
<th>Anna Bray - Policy and Planning Manager - Local Board Services</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Janine Geddes - Senior Local Board Advisor - Waiheke Local Board</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Authorisers</th>
<th>Louise Mason – General Manager - Local Board Services</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Helgard Wagener - Relationship Manager – Aotea/Great Barrier and Waiheke Local Boards</td>
</tr>
</tbody>
</table>
Te take mō te pūrongo
Purpose of the report
1. To provide the Waiheke 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 Waiheke Local Board Plan outcomes.
4. The key activity updates from this quarter are:
   - approval of stage one of the Mātiatia Plan
   - public consultation on the Waiheke’s Ten-year Transport Plan
   - successful open days for the Tawaipareira and the Little Oneroa concept plans.
5. All operating departments with agreed work programmes have provided a quarterly update against their work programme delivery. Activities are reported with a status of green (on track), amber (some risk or issues, which are being managed), grey (cancelled, deferred or merged) or red (behind delivery, significant risk). There is one project with a red status:
   - 530 Orapui Road, Waiheke – install track: A section of the track includes Kauri and has been referred to the Kauri Die Back Management team.
6. The financial performance report compared to budget 2019/2020 is attached. There are some points for the local board to note:
   - The overall operational net cost of service in the Waiheke local board area for the three months ended on 30 September 2019 was $1.6 million, which was in line with year to date budget expectations.
   - Capital investment of $146,000 took place in the Waiheke local board area during the first quarter of the current financial year. This was 54 per cent of the year to date budget. Many of the renewals project are in the design or procurement stages. Delivery should pick up during the remainder of the year.

Ngā tūtohunga
Recommendations
That the Waiheke 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.
c) approve the amendment to the Community Facilities 2019–2022 work programme activity (transferred from Parks Sport and Recreation and carried forward from the previous year):

- Swimming Pool development fund (ID 830) - $200,000: Funding contribution towards a feasibility study or debt funded grant towards a community pool on Waiheke Island. Investigation work on the location for a swimming pool began in 2017-2018 and continues into 2019-2020.

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) Island Bay Track, 80 Korora Road, Oneroa – remediate major slip.

Horopaki Context

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

- Community Services (Arts, Community and Events; Libraries and Information; Parks, Sport and Recreation; and Service Strategy and Integration) approved on 27 June 2019
- Community Facilities: Build Maintain Renew and Community Leases, approved on 27 June 2019
- Infrastructure and Environmental Services, approved on 23 May 2019

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

- Outcome 1: Inclusive planning and placemaking
- Outcome 2: A sustainable economy and positive visitor experience
- Outcome 3: Waiheke's environment is treasured
- Outcome 4: Thriving, strong and engaged communities
- Outcome 5: Vibrant places for people
- Outcome 6: Transport and infrastructure

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

Graph 1: Work programme activities by outcome
10. The graph below identifies work programme activity by RAG status (red, amber, green and grey) which measures the performance of the activity. It shows the percentage of work programme activities that are on track (green), in progress but with issues that are being managed (amber), and activities that have significant issues (red) and activities that have been cancelled/deferred/merged (grey).

Graph 2: Work programme by RAG status

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

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

Local Board Plan Outcome 1: Inclusive planning and placemaking

12. **Waiheke Area Plan (ID 1264):** Working party workshop held in September 2019 to discuss the objectives and strategies for key topics in the area plan. Staff work continued post workshop with meeting with Piritahi Marae representatives and business / industry groups as suggested by the working party. The next meeting will be scheduled following elections.

13. **Local Parks Management Plan (ID 1222):** Local board workshops held July and August 2019 to discuss and develop the content of the draft plan. The board received an update in September 2019 to confirm key milestones achieved and detail handover material for the incoming board. Next steps: Continue to prepare draft local parks management plan with intention to have completed by end of quarter two for workshopping with the local board.

14. **Mātiatia (ID 827):** Stage One of the Mātiatia Strategic Plan was approved during this quarter. The board also delegated staff to approve a short-term lease for the Harbourmaster Building following an expression of interest process.

Local Board Plan Outcome 2: A sustainable economy and positive visitor experience

15. **Waiheke Community Art Gallery (ID 562):** Highlights included the Matariki exhibit which involved 35 artists, one primary school group and three early childhood centre groups. There was further programming as part of Matariki Festival including, Te Raa Presentation at Owhanake Barn, Te Werowero Blessing and Te Raa Weavers.

16. **Artworks Theatre (ID 565):** During this quarter there were 29 programmes, that covered a diverse number of themes and disciplines. These included a Waiheke Theatre Company performance, holiday programmes, local bands, comedy shows and a dance party with local DJ’s. Two highlights include, Korero Kids, Te Reo singing and dancing for young parents and Tuatara Collective’s performance exploring mental health and suicide awareness.

Local Board Plan Outcome 3: Waiheke’s environment is treasured

17. **Waiheke environmental grants (ID 652):** Eight applications were received for environmental grants in August 2019. At its September 2019 meeting, the local board approved funding towards bait stations for the Onetangi area and Waiheke High School (Forest and Bird), machinery for facility maintenance (Native Bird Rescue Charitable Trust), community marine protection meeting costs (the Waiheke Collective), and ‘working at
heights' training (Waiheke Resources Trust). The board also supported a discretionary funding application for community messaging in visitor guides (Project Forever Waiheke). Separately, the board allocated $3,300 towards an overspend on the Waiheke Lightscape Management Plan, and $1,000 towards landscaping at the Waiheke Service Centre. These allocations leave $7,382 available for future environmental grant applications this financial year.

18. **Project Little Oneroa and wider Waiheke community engagement (ID 695):** Three new catchments have been added to the project - Omiha, Onetangi and Palm Beach. A review of the survey questions for householders in those catchments is being undertaken. These surveys are used to ascertain their knowledge of how to care for their septic tanks, and the adverse effects poorly maintained septic tanks have on the environment. A ‘give it a go’ training day will be held on 12 October 2019 for Wai Care monitoring. The groups or individuals that take part in this training day will then be supported to undertake regular monitoring in the new catchments.

19. **Ecological volunteers and environmental programme (ID 773):** Sally Horwood has over 950 bait stations in place on 29 reserves and has carried out the spring bait pulse to control rat numbers. The programme has been combined with biosecurity section work on private land to include a further 250 bait stations, bringing the total to 1200 bait stations. There are a total of 552 volunteers currently registered in the Ratbusters programme. The programme rangers are helping to support park volunteers through the provision of training days including Growsafe and risk assessment courses.

20. **Ecological restoration community partnership programme (ID 831):** Weed removal has focussed on removal of persistent weeds. At Rangihoua wetland and cemetery wetland area the focus was honeysuckle, privet, gorse, moth plant and woolly nightshade in preparation for planting. 1690 trees were planted. Work to remove weeds has also continued at Matiatia headland.

---

**Onetangi Beach:** Community Facilities staff have been working with volunteers and our contractor AIM Services, to plant 7500 dune grasses at Onetangi beach. Approximately 70 volunteers planted 2000 plants and the balance was planted by our contractor AIM Services.

Staff from our biodiversity and coastal teams have been providing valuable advice. Over the next month there is a plan to plant out sections of the eroding coastal bank at Onetangi Beach. The planting is to help control erosion and also to restrict pedestrian access. This planting has been funded by council’s One Million Tree project.

We are also preparing to plant 3,500 dune grasses at Palm Beach with volunteers and AIM Services.
Local Board Plan Outcome 4: Thriving, strong and engaged communities

21. **Community and social economic development (ID 165):** The local board allocated $3,000 towards the development of community resilience plans for Waiheke and Rākino communities to better prepare for emergencies and disasters. A ‘Community Resilience and Emergency Preparedness Hui’ is planned for December 2019 to enable the community to share information about local hazards and their impacts, to identify needs and existing resources at a local village level and help grow community and neighbourhood networks.

22. **Youth Hub (ID 168):** Staff took the coordinator of Surfdale Hall (and The Rock) for a tour of Auckland youth spaces to raise awareness of other models and gain inspiration for potential options for their space. Staff have linked them with external funders for extra resources. The Youth hub is being activated with programming and this will continue to grow.

Local Board Plan Outcome 5: Vibrant places for people

23. **Tawaipareira Reserve, replacement of skatepark (ID 2504):** Consultation commenced on the concept plan and an open day was held onsite on 6 July, run concurrently with an annual skate competition. There were 81 responses received via “Have your say” and four responses directly to the local board office. There was an overwhelming positive response to the concept. A report will come to the board shortly with an updated plan for adoption.

24. **Alison Park – renew pathways (ID 2367):** Scoping complete and site review currently being undertaken to investigate water ponding issue. Planning for physical works to commence during the drier months.
25. **Blackpool Park – renew footpaths and hardstand (ID 2375):** Scoping complete. Consent from heritage team being sought then resource consent requirements will be confirmed.

26. **Omihia Beach Reserve - renew access and paths (ID 2461):** Scoping complete. Physical works to commence during the drier months.

27. **Hekerua Bay Reserve – renew track (ID 3720):** Geotechnical report has been completed which will allow the final detailed designs to be completed. Applications for required consents will follow.

28. **Trig Hill Walkway (Te Ara Hura) - renew track (ID 2505):** Identified as requiring ongoing works to secure an easement only this financial year as it has been determined that this will take considerable effort to obtain. This will be reported back to the board as part of the Waiheke wide walkway audit.

29. **Little Oneroa Reserve concept plan (ID 3624):** Consultation commenced on the concept plan during this period. An open day held at the Reserve was well attended. A report outlining recommended changes and implementation options will be reported to the board in February 2020.

30. **Art Gallery and Cinema Building project update:**
   - The vinyl flooring in the Art Gallery has been replaced, the previous flooring has been polished too many times and was in a bad condition
   - The foyer of the Art Gallery and cinema has been painted
   - Both cinema toilets on the ground floor have been replaced
   - The exterior structure of the Art Gallery building including façade, wooden ramp and decking was failing and identified as unsafe. All of the exterior at the Art Gallery is currently being replaced and will provide a new look to the building.

*Local Board Plan Outcome 6: Transport and Infrastructure*
31. During this quarter the Waiheke Ten-Year Transport Plan was approved for consultation. Another significant achievement was the approval of a Memorandum of Understanding between the board and Auckland Transport. It recognises Waiheke’s unique character and seeks more responsiveness to Waiheke-specific approaches and community views.

**Activities with significant issues**

32. The following work programme activities have been identified by operating departments as having significant issues:

- **530 Orapui Road, Waiheke – install track (ID 3715):** A section of the track includes Kauri and has been referred to the Kauri Die Back Management team. Next steps: Await information from Kauri Die Back Management team around recommendations for progressing this project.

**Activities on hold**

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

- **Swimming Pool Development fund (ID 830):** The local board is still working through feasibility and service requirements, so funding is on hold until this work is complete.

- **Church Bay Esplanade Reserve - purchase adjacent land and stabilise (ID 2340):** Delivery may be delayed in 2020. This project is still pending advice from the Land Advisory team and Panuku on the decision for the purchase of an easement to enable works. Next steps: Follow up with Panuku and Land Advisory teams for an outcome from the easement purchase process and advance the design of the track repair as soon as possible.

- **Te Whau Esplanade Reserve - renew Hitapa track (ID 3201):** Project is on hold. A memo has been sent to the local board about the proposal to reallocate the funds from this project to the Hekerua Bay access project. Next steps: Discuss funding of this track renewal with the local board during the draft work programme workshops.

- **Little Oneroa Reserve - renew playground (ID 3621):** The draft concept plan for the carpark and playground has been consulted on with the public via Have your Say and an open day. The feedback was presented to the local board at the final September workshop. Next steps: Work with the landscape architect to update the plan to reflect some of the feedback regarding the playground and report back in the next workshop.

- **Catherine Mitchell Cultural Society - install drainage and renew carpark (ID 3642):** Storm water surface runoff within the site including the diversion of over land flow path is being investigated to establish the correct scope for the upgrading works at the driveway.

- **Waiheke boat ramps and pontoons – improvements (ID 3645):** Referred to Community Services for a strategic assessment. Establish a budget upon completion of the scope of the project and following discussions with the local board.

- **Te Ara Hura - Pearl Bay to Orapiu Road - improve tracks - stage 1 (ID 3714):** A Waiheke wide walkway audit is being undertaken to ensure renewal projects on Waiheke are targeting the highest priority tracks. Once the audit is completed, recommendations for walkway renewals to be progressed in financial year 2019/2020 will be presented to the local board to review. Next steps: Complete the audit and provide a summary to the local board to agree priorities for Financial Year 2020.

- **Area Plan for Waiheke (ID 1264):** Additional work and discussion with Governing Body appointed working party on fundamental issues has extended timeframe for
Changes to the local board work programme

Deferred activities
34. There are no deferred activities.

Cancelled activities
35. There are no cancelled activities.

Activities merged with other activities for delivery
36. There are no merged activities.

Tauākī whakaaweawe āhuarangi
Climate impact statement
37. Receiving performance monitoring reports will not result in any identifiable changes to greenhouse gas emissions.
38. Work programmes were approved in June 2019 and delivery is already underway. Should significant changes to any projects be required, climate impacts will be assessed as part of the relevant reporting requirements.
39. The recommendations on amendments to timelines in the Community Facilities work programmes are unlikely to have climate impacts.
40. 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:
   • Sustainable Schools – Waiheke Marine education
   • Ecological restoration and tree planting
   • Pest management
   • Dune planting and protection
   • Community resilience and emergency preparedness plans

Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera
Council group impacts and views
41. 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
42. This report informs the Waiheke Local Board of the performance for the quarter ending 30 September 2019.

Tauākī whakaaweawe Māori
Māori impact statement
43. The Matiatia planning project aims to prepare a strategic plan for Matiatia which reflects the aspirations of the Waiheke community and respects the interests and rights of mana whenua for the future use of that land. Ngāti Paoa has representation on the project working group and are working to identify their aspirations for the site.
44. Korero with Ngāti Paoa representatives continue regarding Tawaipareira Reserve and Mātiatia Reserve.

Ngā ritenga ā-pūtea

Financial implications

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

Financial Performance

46. The Waiheke Local Board’s net cost of service for the September quarter of the 2019/2020 financial year was $1.6 million against a budget of the same.

47. Operating revenue of $36,000 for the first three months of the current financial year was less than the budgeted revenue of $46,000. Revenue from library operations for these three months were lower than expected, which has affected the overall revenue received.

48. Operating expenditure of $1.5 million for the three months ended on 30 September 2019 was consistent with year to date budget of the same. Overspend in the facilities contracts expenditure mainly due to enhanced focus by our facilities contractors to reduce requests for service and maintain our parks during the heavy rainy season, was offset by underspend in the locally driven initiatives (LDI) projects. LDI projects delivery and expenditure will gain pace during the remainder of the year.

49. $146,000 of capital investment took place during the first three months of the financial year 2019/2020 in the Waiheke local board area. This was 54 percent of the year to date budget of $271,000 mainly due to slower than expected delivery of some of the renewals projects. Delivery will improve during the dryer months of financial year. Onetangi Sports Park renewal, Alison Park pathway renewal, Tawaipareira Reserve skate park replacement and works on Onetangi beach are some of the major projects in progress.

50. Detailed financial report is provided in the financial performance attachment (Appendix C).

Revised Budget

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

52. 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.

53. 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.

54. 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.

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

56. 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:

- **Swimming Pool development fund $200,000 (ID 830)** (activity transferred from Parks Sport and Recreation and carried forward from the previous year): Funding contribution towards a feasibility study or debt funded grant towards a community pool on Waiheke Island. Investigation work on the location for a swimming pool began in 2017-2018 and continues into 2019-2020.

Risk Adjusted Projects (RAP)

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

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

- Island Bay Track, 80 Korora Road, Oneroa – remediate major slip.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations

59. 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.

60. 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

61. 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>A1</td>
<td>20191204 Waiheke Local Board Business Meeting - Waiheke Local Board work programme update Q1</td>
<td>103</td>
</tr>
<tr>
<td>B1</td>
<td>20191204 Waiheke Local Board Business Meeting - Waiheke Local Board, Community Facilities - Build Maintain Renew work programme 2019-2022</td>
<td>115</td>
</tr>
<tr>
<td>C1</td>
<td>20191204 Waiheke Local Board Business Meeting - Waiheke Local Board Finance summary Q1</td>
<td>125</td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Janine Geddes - Senior Local Board Advisor - Waiheke Local Board</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authoriser</td>
<td>Helgard Wagener - Relationship Manager – Aotea/Great Barrier and Waiheke Local Board</td>
</tr>
</tbody>
</table>
### Work Programme 2019/2020 Q1 Report

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Lead Dept / Unit / CGG</th>
<th>Budget Source</th>
<th>Budget</th>
<th>Activity Status</th>
<th>RAG</th>
<th>Q1 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>165</td>
<td>Capacity building</td>
<td>Community and social economic development Waiheke</td>
<td>Fund community groups to facilitate local community economic development, through social enterprises and entrepreneurship. Creating opportunities to upskill local youth and residents. Supporting the development of sustainable social enterprises. Supporting the development of community networks.</td>
<td>CS: ACE Community Empowerment</td>
<td>LDI Opex</td>
<td>$10,000</td>
<td>In progress</td>
<td>Green</td>
</tr>
<tr>
<td>166</td>
<td>Capacity building</td>
<td>Community-led housing initiatives</td>
<td>Fund community-led initiatives to address housing needs on Waiheke. Responding to the Waiheke Local Board Housing Strategy 2018. Incorporating the principles of ‘Essentially Waiheke’. Work with mana whenua and mātauranga to identify, and ensure responsiveness to, key aspirations and priorities for Māori in the area by: * building strong relationships and sharing information with Māori * enabling opportunities to work together * supporting Māori-led initiatives * supporting social and economic outcomes for Māori.</td>
<td>CS: ACE Community Empowerment</td>
<td>LDI Opex</td>
<td>$10,000</td>
<td>In progress</td>
<td>Green</td>
</tr>
<tr>
<td>167</td>
<td>Mōtū Resilience</td>
<td>(WHR)</td>
<td>Work with mana whenua and mātauranga to identify, and ensure responsiveness to, key aspirations and priorities for Māori in the area by: * building strong relationships and sharing information with Māori * enabling opportunities to work together * supporting Māori-led initiatives * supporting social and economic outcomes for Māori.</td>
<td>CS: ACE Community Empowerment</td>
<td>LDI Opex</td>
<td>$15,000</td>
<td>In progress</td>
<td>Green</td>
</tr>
<tr>
<td>168</td>
<td>Placemaking</td>
<td>Youth Hub (WHR)</td>
<td>Fund the Waiheke Youth Centre to activate Surfside Hall as a youth space. Develop a youth-led approach to placemaking and community building. Support and facilitate collaboration between youth organisations based on Waiheke. Ensure a diverse range of activities and programmes are offered to Waiheke youth.</td>
<td>CS: ACE Community Empowerment</td>
<td>LDI Opex</td>
<td>$15,000</td>
<td>In progress</td>
<td>Green</td>
</tr>
<tr>
<td>169</td>
<td>Capacity building</td>
<td>Youth Voice (WHR)</td>
<td>Fund Waiheke Adult Learning to develop, support and mentor Waiheke youth to have influence in local board decision-making, activities and meet local youth needs.</td>
<td>CS: ACE Community Empowerment</td>
<td>LDI Opex</td>
<td>$10,000</td>
<td>In progress</td>
<td>Green</td>
</tr>
<tr>
<td>170</td>
<td>Apply the empowerment - connecting communities approach - (WHR)</td>
<td>Thinker strategic collaborative relationships and resources within the community. This is key for success in the year activity areas: 1. Engaging communities - reaching out to less accessible and diverse groups - focusing on capacity building and inclusion - supporting existing community groups and relationships. 2. Strengthen community-led placemaking and planning initiatives - empowering communities to - provide input into placemaking initiatives - influence decision-making on place-based planning and implementation. This includes urban revitalisation activities, collaborating with relevant council departments and council-controlled organisations. 3. Enabling council - supporting groups to gain access to operational and technical expertise and identify and address barriers to community empowerment. 4. Respecting to the aspirations of mana whenua, mātauranga, marae and Māori organisations - this does not replace or duplicate any sizeable local board Māori responsiveness activities. 5. Reporting back - to local board members on progress in activity areas 1 - 4.</td>
<td>CS: ACE Community Empowerment</td>
<td>LDI Opex</td>
<td>$0</td>
<td>In progress</td>
<td>Green</td>
<td>In Q1, staff worked on a project which connected with local community groups to support capacity building and facilitate understanding and participation in council processes. Activities included: - Open days at Tawaparina (skate park) and Little Cinema to gain community feedback on the concept plans for each reserve. - Working towards community resilience planning for Waiheke and Rūkura by liaising with village residents’ groups. - Supporting the establishment of Kētia Creative Waiheke, a network of local arts organisations and promoters - bringing Statistics NZ to the local board to gain high level input on the next Census design. - Supporting community-led activities such as the Waiheke Collective’s Marine Protection Initiative and Future Search Hu.</td>
</tr>
<tr>
<td>306</td>
<td>Anzac Services - Waiheke</td>
<td>Support Anzac services and parades within the local board area.</td>
<td>CS: ACE Events</td>
<td>LDI Opex</td>
<td>$1,200</td>
<td>Approved</td>
<td>Green</td>
<td>Scheduled for Q4, planning will commence in Q2.</td>
</tr>
<tr>
<td>307</td>
<td>Local Civic Events - Waiheke</td>
<td>Deliver and/or support civic events within the local board area.</td>
<td>CS: ACE Events</td>
<td>LDI Opex</td>
<td>$2,000</td>
<td>In progress</td>
<td>Green</td>
<td>No activity occurred during Q1 as no civic events were scheduled. Meetings will be held with the local board and democracy services in Q2 to discuss potential civic events to be delivered in Q2, Q3 and Q4.</td>
</tr>
<tr>
<td>308</td>
<td>Waiheke Events Partnership Fund</td>
<td>Funding to support signature community events through a non-contestable process. - $5,000 Waiheke Rotary (Onekaka Beach Races); - $5,000 Waiheke Community Cinema Trust (Outdoor Cinema); - $3,000 Parihaka Marae Trust (Whangai Day); - $2,000 Whata to Whai to Funt Fan Fun Inc.</td>
<td>CS: ACE Events</td>
<td>LDI Opex</td>
<td>$15,000</td>
<td>In progress</td>
<td>Green</td>
<td>Funding agreements are being processed for Waiheke Rotary, Parihaka Marae Trust and Whata to Whai to Funt Fan Fun Inc. Payments are expected to be made in Q2. The funding agreement has been processed and payment made for the Waiheke Community Cinema Trust.</td>
</tr>
</tbody>
</table>
### Work Programme 2019/2020 Q1 Report

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Lead Dept / Unit or COG</th>
<th>Budget Source</th>
<th>Budget</th>
<th>Activity Status</th>
<th>RAG</th>
<th>Q1 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>309</td>
<td>Citizenship Ceremonies - Waiheke</td>
<td>Deliver an annual programme of citizenship ceremonies in conjunction with the Department of Internal Affairs.</td>
<td>CS: AGE: Events</td>
<td>ARS: Opex</td>
<td>$5,009</td>
<td>In progress</td>
<td>Green</td>
<td>The Civic Events team delivered two citizenship ceremonies on two separate occasions during Q1 with 13 people from the local board area becoming new citizens.</td>
</tr>
<tr>
<td>310</td>
<td>Volunteer Week - Waiheke</td>
<td>Fund Community Networks Waiheke to deliver a Volunteer Week event and recognise the contribution of volunteers within the local board area</td>
<td>CS: AGE: Community Empowerment</td>
<td>LDI: Opex</td>
<td>$2,000</td>
<td>In progress</td>
<td>Green</td>
<td>Volunteer Week is scheduled for June 2020. Planning will commence in Q3.</td>
</tr>
<tr>
<td>311</td>
<td>Christmas Event Funding</td>
<td>Fund the Once Upon An Island Trust to deliver the Waiheke Christmas Festival. Oversees the transition and provide mentoring support, as needed to the grant recipient.</td>
<td>CS: AGE: Events</td>
<td>LDI: Opex</td>
<td>$15,000</td>
<td>In progress</td>
<td>Green</td>
<td>This fund has been allocated to the Franklin Road Christmas Lights. A funding agreement has been completed and payment has been made.</td>
</tr>
<tr>
<td>349</td>
<td>Community Grants (WHRK)</td>
<td>Support for local community groups through contestable grants. Budget local discretionary grants.</td>
<td>CS: AGE: Community Empowerment</td>
<td>LDI: Opex</td>
<td>$50,000</td>
<td>In progress</td>
<td>Green</td>
<td>The local board had one local grant round allocating a total of $58,183. This leaves an amount of $3,637 to be allocated this financial year.</td>
</tr>
<tr>
<td>562</td>
<td>Operational Gift - Waiheke Community Art Gallery</td>
<td>Fund the Waiheke Community Art Gallery Inc to operate the Waiheke Community Art Gallery, providing an inclusive facility that enables access to and participation in visual arts programmes for people of all ages, cultural identities and levels of experience.</td>
<td>CS: AGE: Arts &amp; Culture</td>
<td>ARS: Opex</td>
<td>$11,019</td>
<td>In progress</td>
<td>Green</td>
<td>Q1 highlights included the Matariki exhibit which involved 38 artists, one primary school group and three early childhood centre groups. There was further programming as part of Matariki Festival, including, Te Raat Transmission at Owhanake Farm, Te Wairua Whakarongo and Te Rau Wairua.</td>
</tr>
<tr>
<td>555</td>
<td>Operational Gift - Artsworks Theatre</td>
<td>Fund the development of an arts and culture response programme.</td>
<td>CS: AGE: Arts &amp; Culture</td>
<td>ARS: Opex</td>
<td>$11,019</td>
<td>In progress</td>
<td>Green</td>
<td>In Q1 there were 20 programmes, that covered a diverse number of themes and disciplines. These included, a Waiheke Theatre Company performance, holiday programmes, local bands, comedy shows and a dinner party with local DJ’s. Two highlights include, Kowhai Kids, Te Reo singing and dancing for young parents and Tuturangi Collectives performance exploring mental health and suicide awareness.</td>
</tr>
<tr>
<td>566</td>
<td>Arts and Culture response Programme - Waiheke</td>
<td>The development of an arts and culture response programme.</td>
<td>CS: AGE: Arts &amp; Culture</td>
<td>LDI: Opex</td>
<td>$10,000</td>
<td>In progress</td>
<td>Green</td>
<td>Waiheke Arts Community Strategy Kāihu Creative Waiheke was drafted in last financial year. In Q1 the Kāihu continued to meet to build consensus on how to spend 2019/2020 funding. Once confirmed, a Kāihu representative will attend a Waiheke Local Board to seek endorsement for their collective initiatives in Q2.</td>
</tr>
<tr>
<td>1105</td>
<td>Access to Community Places - Whan</td>
<td>Provide fair, easy and affordable access to a safe and welcoming venues in the Waiheke Local Board area.</td>
<td>CS: AGE: Community Places</td>
<td>ARS: Opex</td>
<td>$0</td>
<td>In progress</td>
<td>Green</td>
<td>During Q1, participant numbers have decreased by 33 per cent compared to the same period last year. Booking hours have also decreased by 81 per cent compared to the same period last year. The decrease in participant numbers and booking hours could be attributed to Surfside Hall becoming a leased space in February. Satisfaction results show that 100 per cent of hirers would recommend the venues they have hired in this local board. The top two activity types are early childhood/school groups and special interest.</td>
</tr>
</tbody>
</table>

### Community Facilities, Build Maintain Repair

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Lead Dept / Unit or COG</th>
<th>Budget Source</th>
<th>Budget</th>
<th>Activity Status</th>
<th>RAG</th>
<th>Q1 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>830</td>
<td>Swimming pool development fund</td>
<td>Funding contribution towards a new pool on Waiheke Island. Not the 2019/2020 budget figure shown for this activity includes the $19,000 originally approved plus $10,000 carried forward from 2018/2019.</td>
<td></td>
<td></td>
<td>$0</td>
<td>On Hold</td>
<td>Amber</td>
<td>Project on hold. The local board is still working through early feasibility and service requirements.</td>
</tr>
<tr>
<td>2015</td>
<td>Onewa Dome - install lighting &amp; upgrade to sand carpet on held 3</td>
<td>Upgrade of formalised field number 3 to sand carpet construction with sports lighting to provide for the 15 hour shortfall in provision. FY18/19 - undertake the design phase, present options to the local board. FY19/20 - detailed design, obtain the necessary consents. FY20/21 - progress physical works. This project is a multi-year funded project initiated FY16/17 programme.</td>
<td></td>
<td></td>
<td>$22,461</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Focusing on investigation and concept design work. Next steps: Conceptual design and awaiting Westpac Helicopter approval.</td>
</tr>
<tr>
<td>2238</td>
<td>Waiheke Island Sports Club - play space renewal</td>
<td>Waiheke Island Sports Club (1 Cranway Road, Waiheke) - renewal of the full play space. Community Facilities workshop (October 2018) it was agreed to renew the play space in FY20/21.</td>
<td></td>
<td></td>
<td>$0</td>
<td>On Hold</td>
<td>Green</td>
<td>Current status: A detailed site investigation has been completed, findings confirmed that the current playground can be safely used. Therefore the Waiheke Local Board has decided to defer the renewal of the playground. Next steps: Assessors playground in two years to determine if a renewal is required and funding allowed for future years.</td>
</tr>
</tbody>
</table>
## Work Programme 2019/2020 Q1 Report

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Lead Dept / Unit or CCD</th>
<th>Budget Source</th>
<th>Budget</th>
<th>Activity Status</th>
<th>RAG</th>
<th>Q1 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>2312</td>
<td>Furniture and frangis - renew - FY19/20 - Waiheke</td>
<td>Renew condition 4 and 5 assess seats, tables, bins, plaques, signage Sites: Fisher Road, Little Oneroa Reserve, Omana Beach Reserve, Oneroa Beach Reserve, Oneroa Beach Strand, Oneroa Sports Park (Rangihoua), Oneroa Esplanade, The Esplanade Blackpool. FY19/20 - undertake physical works. This project is a multi-year funded project initiated FY18/19 programme.</td>
<td>CF: Project Delivery</td>
<td>ABS: Capex - Renewals</td>
<td>$0</td>
<td>Completed</td>
<td>Green</td>
<td>Completed</td>
</tr>
<tr>
<td>2340</td>
<td>Church Bay Esplanade Reserve - purchase adjacent land and stabilize</td>
<td>Purchase pathway area on adjacent land and make stable ensuring the area is future proofed and safe for the local community. FY19/20 investigate and design FY19/20 deliver physical works.</td>
<td>CF: Project Delivery</td>
<td>ABS: Capex - Development</td>
<td>$27,259</td>
<td>Approved</td>
<td>Amber</td>
<td>Delivery may be delayed in 2020. Current status: This project is still pending advice from the Land Advisory team and Panuku on the decision for the purchase of an easement to enable works next steps: Follow-up with Panuku and Land Advisory teams for an outcome from the easement purchase process and advance the design of the track repair as soon as possible.</td>
</tr>
<tr>
<td>2367</td>
<td>Alton Park - pathways</td>
<td>Renew the pathways FY19/20 - investigation and scoping of options for presentation to the local board. FY19/20 - undertake physical works. This project is a multi-year funded project initiated FY18/19 programme. Risk Adjusted Programme (RAP) project.</td>
<td>CF: Investigation and Design</td>
<td>ABS: Capex - Renewals</td>
<td>$100,000</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Scoping completed and site review currently being undertaken to investigate water ponding issue. Next steps: Complete design to alleviate water ponding issue. Planning for physical works to be undertaken in the drier months.</td>
</tr>
<tr>
<td>2375</td>
<td>Blackpool Park - renewal - footpaths and hard stand</td>
<td>Renewal of footpaths and hard stand. This project is on hold whilst treaty negotiations are ongoing. The project is planned to commence in FY19/20 however may potentially delay beyond FY21/22 dependent upon negotiations FY20/21: investigation and scoping of options for presentation to the local board. FY20/21: undertake physical works.</td>
<td>CF: Investigation and Design</td>
<td>ABS: Capex - Renewals</td>
<td>$44,575</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Project scoping completed. Next steps: Ongoing agreement with heritage team on intended works, failing that, investigate requirements for resource consent.</td>
</tr>
<tr>
<td>2461</td>
<td>Oneroa Beach Reserve - renew - access and paths</td>
<td>Renew path access. FY19/20: investigation and scoping of design options to be proposed to the local board. FY19/20 - undertake physical works. This is a multi-year project initiated FY18/19 programme. Risk Adjusted Programme (RAP) project.</td>
<td>CF: Investigation and Design</td>
<td>ABS: Capex - Renewals</td>
<td>$33,980</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Prioritisation of works able to be afforded within current budget. Next steps: Programming of physical works for the drier months.</td>
</tr>
<tr>
<td>2482</td>
<td>Oneroa Sports Park - renew - passive area between buildings and fields</td>
<td>Renovate the passive grass area with drainage between the clubrooms and fields. Installation of drainage and contouring of the land to step the stormwater from pooling and creating a health and safety hazard. This is a multi-year project initiated FY18/19 programme. Risk Adjusted Programme (RAP) project.</td>
<td>CF: Project Delivery</td>
<td>ABS: Capex - Renewals</td>
<td>$137,410</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Tender for risk adjusted delivery in this financial year being finalised. Next steps: Programming of works for delivery in financial year 2020.</td>
</tr>
<tr>
<td>2485</td>
<td>Rakino Hall and seawall - investigate design options</td>
<td>Renovation of the Rakino Hall and seawall due to increasing coastal inundation challenges FY19/20: involves investigation and planning, including stakeholder engagement. Presentation of findings report to the local board for long term decision-making. FY19/20: undertake on site investigations, stakeholder consultation, service requirements assessment and a concept design for a fit for purpose building. Report back to the local board with a report on the findings and recommendations for the next steps.</td>
<td>CF: Investigation and Design</td>
<td>ABS: Capex - Renewals</td>
<td>$40,150</td>
<td>In progress</td>
<td>Green</td>
<td>Project will be scoped and completed in future years.</td>
</tr>
</tbody>
</table>
## Work Programme 2019/2020 Q1 Report

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Lead Dept / Unit of Origin</th>
<th>Budget Source</th>
<th>Budget</th>
<th>Activity Status</th>
<th>RAG</th>
<th>Q1 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>2504</td>
<td>Tawaparere Reserve - replacement of skate park</td>
<td>Tawaparere Reserve - replacement of skate park. The skate park has been assessed as requiring replacement due to structural and water tightness issues. A decision has been made to maintain the skate ramp to an operational standard whilst the stakeholder engagement phase is undertaken for the design proposed for the full skatepark renewal. FY19/20 - investigation and scoping of options for presentation to and approval by the local board. FY19/20 - public consultation on the draft concept plan for the renewal of the skate park area. Presentation of consultation findings to the local board for design approval and agreement on timing of delivery. Potential for level of service increase with LDR Capex funding to install a flying fox, play space etc. Obtain the required consents. FY20/21 - progress physical works. This project is a multi-year funded project to be initiated FY19/20 programme.</td>
<td>CF: Project Delivery</td>
<td>ABS: Capex - Renewals</td>
<td>$100,000</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: The skatepark renewal element of this project is currently out to tender. Preliminary design works continue on the remainder of the reserve. Next steps: Evaluate tender submissions for skatepark renewal. Provide a report to the local board to enable formal adoption of the finalised reserve concept plan.</td>
</tr>
<tr>
<td>2505</td>
<td>Trap Hill Walkway (Te Arai Huna) - renew track - Trap Hill to Awarawawa</td>
<td>Renewal of the sleep track from Trap Hill to Awarawawa to Te Arai Huna. To ensure it is safe and fit for purpose in all-weather FY19/20 - investigation and scoping of options. FY19/20 - undertake physical works. This project is a multi-year funded project in the FY19/20 programme.</td>
<td>CF: Project Delivery</td>
<td>ABS: Capex - Renewals</td>
<td>$57,854</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: A Warhieke wide walkway audit has now been completed. Summary findings from this report were presented to the local board at the September Community Facilities workshop. Next steps: Write a memorandum to the local board confirming the walkways to be delivered as highest priority this year. Currently the Trap Hill Walkway is identified as requiring ongoing works to secure an easement only this financial year as it is determined that this will take considerable effort to deliver.</td>
</tr>
<tr>
<td>2516</td>
<td>Toilets - open spaces - renew - Waiake</td>
<td>Scope of works - short term (FY19/20) 1. Purchase water treatment plant capacity for two extra pans from Watercare. 2. Install temporary &quot;Premise&quot; type portaloo in Onetawas Village this summer to increase capacity and address immediate issues. 3. Install new wingfolding signage at Onetawas Village so people are aware of other public toilet options. 4. Install &quot;counters&quot; on key toilet entrances to monitor use/attendance. Scope of works - medium term (FY19/20) FY19/20 work programme - new project. 5. Confirm need, prepare business case, undertake design and seek necessary consents for new toilets for Onetawas Village (or other identified priority locations). 6. Seek external funding for delivery of physical works. Recommended - long term / FY19/20 and beyond 7. Comprehensive toilet provision analysis to guide long term needs and inform what projects need to go through business casing. 8. Investigate feasibility and business case for boil pump out facility at Motutahi Wharf. 9. Prepare for Watercare second Waiake Treatment Plant expansion estimated five years away.</td>
<td>CF: Project Delivery</td>
<td>ABS: Capex - Renewals</td>
<td>$178,059</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Project is still in the preliminary stage. Next steps: Identify the project scope for implementation.</td>
</tr>
<tr>
<td>2517</td>
<td>Rangihua / Onetangi Reserve - Golf Club - renew - driveway and culvert</td>
<td>Waiake Golf Club (131 Onetangi Rd, Onetangi) - renew the damaged section of driveway and underlying stormwater culvert to increase stormwater capacity and reduce on site flooding. FY19/20 - investigation and scoping of options for presentation to the local board. FY19/20 - undertake physical works. This project is a multi-year funded project initiated FY19/20 programme.</td>
<td>CF: Project Delivery</td>
<td>ABS: Capex - Renewals, LDR: Capex</td>
<td>$124,818</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Resource consent has been resubmitted with design amendments as per discussions with Healthy Waters and Auckland Council ecologists. Next steps: Progress physical works planning upon resource consent approval.</td>
</tr>
<tr>
<td>2518</td>
<td>Waiake Tennis Club - renew tennis courts</td>
<td>Waiake Tennis Club (Onetangi Sports Club) - Renewal of four tennis courts with artificial turf before the summer sports season commences 2019. This project is complete and was delivered in advance of the planned timeframe. The budget remains in the original allocated year as it was committed.</td>
<td>CF: Project Delivery</td>
<td>ABS: Capex - Renewals</td>
<td>$0</td>
<td>Completed</td>
<td>Green</td>
<td>Completed.</td>
</tr>
<tr>
<td>ID</td>
<td>Activity Name</td>
<td>Activity Description</td>
<td>Lead Dept / Unit or CCD</td>
<td>Budget Source</td>
<td>Budget</td>
<td>Activity Status</td>
<td>RAG</td>
<td>Q1 Commentary</td>
</tr>
<tr>
<td>----</td>
<td>-------------------------------------------------------------------------------</td>
<td>---------------------------------------------------------------------------------------</td>
<td>-------------------------</td>
<td>--------------</td>
<td>--------</td>
<td>-----------------</td>
<td>-----</td>
<td>---------------</td>
</tr>
<tr>
<td>2536</td>
<td>Onetangi Beach – replace ramp with stair access &amp; kayak slide</td>
<td>Due to health and safety concerns, these sets of access stairs and one of the four ramps to the beach were removed. To renew the access structure, options regarding the reassessment will be prepared and presented to the local board for approval prior to detailed design. FY18/19 investigate options for renew, input and approval. Undertake priority renewal physical works. FY19/20 scopes, design, estimate required consents and deliver the physical works required for the pedestrian and kayak access wooden stairs that will replace the dingy ramp (opposite Sixth Avenue carpark). This project will be delivered with subject matter expert input and oversight from the Coastal and Geotechnical specialist team.</td>
<td>CF - Investigation and Design</td>
<td>AERS - Capex - Renewals</td>
<td>$0</td>
<td>Completed</td>
<td>Amber</td>
<td>Completed</td>
</tr>
<tr>
<td>2625</td>
<td>Waiheke Community Art gallery - replacement art gallery flood</td>
<td>Art Gallery (K korora Rd, Cheeni). Replacement of gallery floor. Completion of the investigation stage will confirm the scope of works and budget required to progress physical works. The timing of the physical works is to be planned in partnership with the Art Gallery management team.</td>
<td>CF - Investigation and Design</td>
<td>AERS - Capex - Renewals</td>
<td>$0</td>
<td>Approved in principle</td>
<td>Green</td>
<td>Project will be scoped and completed in future years.</td>
</tr>
<tr>
<td>2656</td>
<td>Onetangi Sports Park pavilion - roof fastenings</td>
<td>Renewal of the roof fastenings to ensure water tightness; FY18/19 investigation and scoping of design options to be progressed to the local board. FY19/20 undertake physical works. This is a multi-year project initiated FY19/20 programme. Risk Adjusted Programme (RAP) project.</td>
<td>CF - Investigation and Design</td>
<td>AERS - Capex - Renewals</td>
<td>$10,000</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Project is still in the initial stage. Next steps: Identify the project scope for implementation.</td>
</tr>
<tr>
<td>2741</td>
<td>Furniture and fixings - renew - FY19/20 to FY20/21 - Waiheke</td>
<td>Renew condition 4 and 5 seats, tables, bins, signage. Sites include: Owhanake Maitai Walkway, Palm Beach Reserve, Putahe Espanola Reserve, Sufdie Hal Reserve and Forebom, Trig Hill Farm Reserve, Trig Hill Walkways, Waiheke Reserve Access way, Whauor Bron, Whauorina Reserve. FY19/20 - investigation and scoping of options. FY20/21 - undertake physical works. This project may be unbundled for the physical works component. This is to be confirmed once the investigation and design phase is completed. This project is a multi-year funded project to be initiated FY19/20 programme. Risk Adjusted Programme (RAP) project.</td>
<td>CF - Investigation and Design</td>
<td>AERS - Capex - Renewals</td>
<td>$10,000</td>
<td>Approved</td>
<td>Green</td>
<td>Current status: Investigation underway for furniture and fixtures requiring renewal in listed priority sites. Next steps: Pricing of physical works.</td>
</tr>
<tr>
<td>2742</td>
<td>Furniture and fixings - renew - FY20/21 to FY21/22 - Waiheke</td>
<td>Renew condition 4 and 5 seats, tables, bins, signage. FY20/21 - investigation and scoping of options. FY21/22 - undertake physical works. This project is a multi-year funded project to be initiated FY20/21 programme. Risk Adjusted Programme (RAP) project.</td>
<td>CF - Investigation and Design</td>
<td>AERS - Capex - Renewals</td>
<td>$0</td>
<td>Approved</td>
<td>Green</td>
<td>Current status: Investigation underway for furniture and fixtures requiring renewal. Next steps: Prioritisation against available budget for physical works. Seek approval for potential risk adjusted delivery.</td>
</tr>
<tr>
<td>2745</td>
<td>Structures - renew - FY19/20 to FY20/21 - Waiheke</td>
<td>Remove park fencing and structures. Locations are being identified. FY19/20 - investigation and scoping of options for presentation to the local board. FY20/21 - undertake physical works. This is a multi-year funded project to be initiated FY19/20 programme. Risk Adjusted Programme (RAP) project.</td>
<td>CF - Investigation and Design</td>
<td>AERS - Capex - Renewals</td>
<td>$0</td>
<td>Approved</td>
<td>Green</td>
<td>Current status: Project is still in preliminary stage. Next steps: Identify the project scope for implementation</td>
</tr>
<tr>
<td>2756</td>
<td>Structures - renew - FY21/22 to FY22/23 - Waiheke</td>
<td>Renewal of condition 4 and 5 park structures. Locations are being identified. FY21/22 - investigation and scoping of options. FY22/23 - undertake physical works. This project may be unbundled for the physical works component. This is to be confirmed once the investigation and design phase is completed. This project is a multi-year funded project to be initiated FY21/22 programme. Risk Adjusted Programme (RAP) project.</td>
<td>CF - Investigation and Design</td>
<td>AERS - Capex - Renewals</td>
<td>$0</td>
<td>Approved</td>
<td>Green</td>
<td>Current status: Project is still in the initial stage. Next steps: Identify the project scope for implementation</td>
</tr>
</tbody>
</table>

5/12 Waiheke Local Board
<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Lead Dept / Unit or GGD</th>
<th>Budget Source</th>
<th>Budget</th>
<th>Activity Status</th>
<th>RAG</th>
<th>Q1 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>2760</td>
<td>Tracks and pathways - renew - FY20/21 - Waiheke</td>
<td>Renew park walkways and paths: Sites for investigation include Onehunga Beach Strand, Hukanui Reserve, Newton Reserve (Memorial Road), Pan Point walkway, Glenbrook Reserve, Island Bay (For those bay chitanaa Bay), Okahu Bay - Dead Dog Bay walkway: FY20/21 - investigation and scoping of options for presentation to the local board. FY20/21 - undertake physical works. This project is a multi-year funded project to be included in the 10/20 programme. This project may be unbundled for the physical works component, to be confirmed once the investigation and design phase is complete. Risk Adjusted Programme (RAP) project.</td>
<td>CF - Investigation and Design</td>
<td>ABS - Capex - Renewals</td>
<td>$0,000</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: A Waiheke wide walkway audit has now been completed. Summary findings from this report were presented to the local board at the September community facilities workshop. Next steps: Write a memorandum to the local board confirming the walkways to be delivered as highest priority this year. Begin the delivery of priority sites.</td>
</tr>
<tr>
<td>2769</td>
<td>Tracks and pathways - renew - FY20/21 to FY21/22 - Waiheke</td>
<td>Remodel the beach erosion as identified at a recent site inspection. FY19/20 investigation, scoping, design options to be presented to the local board for review and approval. FY20/21 - undertake physical works.</td>
<td>CF - Investigation and Design</td>
<td>ABS - Capex - Renewals</td>
<td>$0</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: A Waiheke wide walkway audit has now been completed. Summary findings from this report were presented to the local board at the September community facilities workshop. Next steps: Obtain agreement from the local board about the priorities for delivery at financial year 2020/21 to financial year 2021/22.</td>
</tr>
<tr>
<td>2921</td>
<td>Onehunga Beach - redevelop erosion</td>
<td>Remodel the beach erosion as identified at a recent site inspection. FY19/20 investigation, scoping, design options to be presented to the local board for review and approval. FY20/21 - undertake physical works.</td>
<td>CF - Investigation and Design</td>
<td>ABS - Capex - Renewals</td>
<td>$40,000</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: A consultant has begun preliminary design work. Next steps: Present concept design to the local board.</td>
</tr>
<tr>
<td>2930</td>
<td>Tin Roof Reserve - amenities improvements</td>
<td>Undertake the improvements as agreed with the local board to improve the amenity for local community users. FY20/21 - undertake scoping of options for presentation to the local board. FY20/21 - undertake physical works.</td>
<td>CF - Investigation and Design</td>
<td>LDI - Capex</td>
<td>$48,000</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: The contractor has ordered play items, there is wait time on elements of the relating not as parts of this item come from overseas. Next steps: Progress physical works.</td>
</tr>
<tr>
<td>3170</td>
<td>Waiheke Island Facilities maintenance contracts</td>
<td>The Island Facilities maintenance contracts include maintenance and repair of all assets across buildings, parks and open spaces, and sports fields, funded from local board budgets. These contractors also undertake coastal management and storm damage works, and improving town centre cleaning, street litter bin emptying, and vegetation clearance and berm mowing works, although these are funded from regional budgets. This activity and related budget also includes smaller building system contractors such as pool plant specialists and technical systems contractors.</td>
<td>CF - Operations</td>
<td>ABS - Opex</td>
<td>$1,500,111</td>
<td>Approved</td>
<td>Green</td>
<td>Over one of the wettest winters on record; our parks, tracks and built assets fared well. Through this period the contractor has been working through our tracks, clearing drains, pruning back trees and shrub growth in preparation for the warmer months where more people come to enjoy them. The Community Facilities area manager and contract manager have been working on the future procurement of our trade services contracts that will be released to the market in the new year. It is amazing reflecting back on the success of local procurement and the journey our suppliers have been on delivering great places.</td>
</tr>
<tr>
<td>3171</td>
<td>Waiheke Arboriculture Contracts</td>
<td>The Arboriculture maintenance contracts include tree management and maintenance in parks and on streets, funded from local board budgets. These contractors also undertake storm damage works although these are funded from regional budgets.</td>
<td>CF - Operations</td>
<td>ABS - Opex</td>
<td>$471,274</td>
<td>Approved</td>
<td>Green</td>
<td>The first quarter was focused on the reduction of requests for service. This was balanced against addressing deferred requests and higher priority new requests received. Outstanding work is now limited to sites where access has been restricted due to ground conditions. It is anticipated these sites will be accessible shortly into the second quarter, weather dependent. The scheduled works programme was delayed as a consequence of the large amount of requests, but is now on track. Replacement planting of trees removed throughout the year has been completed during the quarter.</td>
</tr>
<tr>
<td>3172</td>
<td>Waiheke Ecological Restoration Contracts</td>
<td>The Ecological Restoration maintenance contracts include pest plant within ecologically significant areas and animal pest management across all parks and reserves funded from local board budgets.</td>
<td>CF - Operations</td>
<td>ABS - Opex</td>
<td>$278,149</td>
<td>Approved</td>
<td>Green</td>
<td>Of the 41 eco contract sites on Waiheke, only four has yet to be visited. A lot of effort has been spent on Ponekehe, where intense moth plant and climbing asparagus control is continuing. Contractors are working closely with a number of Waiheke Community groups, and seek to further align the work schedule to get maximum gain. Monthly stock control has continued, with no stocks caught this quarter. The first round of rat monitoring is about to begin. Arboriculture has focused on clearing trees around the powerhouse for this quarter. In the Arboriculture space, contractors have been focussing on Powerline Pruning since the recent mobilisation of an Elevated Work Platform crew on the island. 1872 trees were cleaned from the lines between July 2019 to October 2019.</td>
</tr>
</tbody>
</table>
## Work Programme 2019/2020 Q1 Report

### Item 23

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Lead Dept / Unit or GCO</th>
<th>Budget Source</th>
<th>Budget</th>
<th>Activity Status</th>
<th>RAG</th>
<th>Q1 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>3189</td>
<td>Esplanade Road (Picton Bay Reserve) - Install storm water system</td>
<td>Install stormwater system to ensure the area remains stable and fit for purpose during storm events. HY19/20 investigate and design, progress physical works. This project is to be delivered with geotechnical subject matter expert input and oversight.</td>
<td>CF - Investigation and Design</td>
<td>AES - Capex Development</td>
<td>$0,000</td>
<td>Approved</td>
<td>Green</td>
<td>Project will be scoped and added to the work programme for prioritisation.</td>
</tr>
<tr>
<td>3201</td>
<td>Te Whaito Esplanade Reserve - Renew Hipopo track</td>
<td>Renew the Hipopo track at Te Whaito Esplanade Reserve. A land slip has caused damage to the track which has been maintained to the acceptable standard. To ensure the track remains fit for purpose, investigation will be undertaken to mitigate further damage during storm events. Preventative works will be scoped as identified by the geotechnical subject matter experts and programmed accordingly HY19/20 investigation and scoping</td>
<td>CF - Investigation and Design</td>
<td>AES - Capex Development</td>
<td>$60,000</td>
<td>On Hold</td>
<td>Amber</td>
<td>Temporary repairs on the March 2017 storm damage and slips have already been completed. The allocated budget does not need to be spent on slip repairs. This track was scoped for a full renewal in HY2019. The land use consent and Heritage New Zealand authority and track design were all completed. Securing additional budget so the project can be delivered. Current steps: Project is on hold. A memo has been sent to the local board about the proposal to reallocate the funds from this project to the Hekeka Bay access project. Next steps: Discuss funding of this track renewal with the local board during the draft work programme workshops.</td>
</tr>
<tr>
<td>3205</td>
<td>Paketo LDI - Quick response fund - Waiheke</td>
<td>Discretionary capital funding to deliver minor community capital projects throughout the financial year as approved in the monthly local board community facilities workshops. FY19/20 - $50,000 LDI capex approved. FY20/21 - $10,000 LDI capex.</td>
<td>CF - Investigation and Design</td>
<td>LDI - Capex</td>
<td>$48,368</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Budget to be carried forward to financial year 2019-2020 to undertake local improvement works as identified by the local board next steps: Discuss and identify proposed works to be undertaken with the allocated funding.</td>
</tr>
<tr>
<td>3320</td>
<td>Pohutukawa Reserve, Waiheke - Install fencing, pathways and planting</td>
<td>Install fencing, pathway and planting to ensure future visibility to the landside area. FY19/20 physical works. This project will be overseen by a geotechnical specialist.</td>
<td>CF - Investigation and Design</td>
<td>AES - Capex Development</td>
<td>$75,000</td>
<td>Approved</td>
<td>Green</td>
<td>Current status: on island wide audit has been completed on the track network within Waiheke Island. Following that report, recommendations will be provided to the local board to discontinue some tracks due to limited usage or the cost of upgrading to current standards. The Pohutukawa Reserve is one of these tracks identified. Next steps: produce a business report to be submitted to the local board making the recommendation to discontinue this track among others.</td>
</tr>
<tr>
<td>3378</td>
<td>Wharena Bay Planting Plan - Implementation</td>
<td>Undertake the following scope of works: 1. Signage - Designer to design two simple signs to go on the fence at each end saying that this is a public reserve and the public is welcome. Working to be agreed and approved. 2. Undertake the required resource consent (required because the proposed work consists of earthworks within the coastal protection area). Lead: John Nash (Waiheke Programme Manager). 3. CF - Design team - Undertake a landscape plan. The existing plan needs revision. A, soil advice plan is needed and a list of alternatives have been provided by council’s regional biodiversity team. There will need to be consulted with locals on to agree species. This will require the planting plan be redrawn and some elevations showing what selected species look like. B. The amount of soil needs to be calculated for the resource consent and accurate dimensions plans drawn. 4. Project delivery - Progress physical works upon approval of the resource consent and it’s planting season. NOTE: the only practical machinery access is from the neighbours place. The challenge will be to access through the boundary planting without disturbing it (which is a key condition for the neighbours consent). This will require careful consideration.</td>
<td>CF - Project Delivery</td>
<td>LDI - Capex</td>
<td>$30,000</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: review of the final proposed planting plans are now complete and due to be socialised with affected parties. A planer is now engaged and has started compiling documentation for a resource consent submission. Signage for the reserve has been manufactured and a contractor has been engaged to install these ahead of Labour Weekend as the start of the summer planting season. Next steps: install the reserve signage, gain approval from the affected parties for the proposed planting plans and submit the resource consent.</td>
</tr>
<tr>
<td>3618</td>
<td>Waiheke - new park open space structures</td>
<td>Renew condition 4 &amp; 5 bridge barriers. Nominate sites include: Tapua, Wheat Road and Wilma Road walkways. Phase 1 involves investigation and spacing (including options for an increased level of service to be prepared to the local board, if appropriate). Physical works will commence in Phase 2.</td>
<td>CF - Investigation and Design</td>
<td>AES - Capex Renewals</td>
<td>$0.00</td>
<td>Completed</td>
<td>Green</td>
<td>Project completed.</td>
</tr>
<tr>
<td>3621</td>
<td>Little Onorea Reserve - Renew playground</td>
<td>Little Onorea Whole playground renewal. Stage one - investigate, design and scope physical works (including options to propose to the local board for assets that may benefit from an increased level of service). Stage two - physical works commence. This is a multi-year funded project and is a continuation of the 2017/18 programme (previous SF18 ED 2110).</td>
<td>CF - Investigation and Design</td>
<td>AES - Capex Renewals</td>
<td>$155,675</td>
<td>On Hold</td>
<td>Amber</td>
<td>Delayed due to requiring further discussions from the Waiheke Local Board on the Little Onorea Concept Plan. Current status: The draft concept plan for the carpark and playground has been consulted on with the public via Have Your Say and an open day. The feedback was presented to the local board at the final September workshop. Next steps: Work with the landscape architect to update the plan to reflect some of the feedback regarding the playground and report back at the next workshop.</td>
</tr>
<tr>
<td>3624</td>
<td>Little Onorea Reserve - Implement concept plan - New carpark and pathways</td>
<td>Development of a carpark and pathways, aligned with the Little Onorea Reserve Concept Plan.</td>
<td>CF - Investigation and Design</td>
<td>LDI - Capex</td>
<td>$178,285</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Public and stakeholder consultation has been undertaken via Have Your Say and an open day on site. Next steps: Report to the local board at the February 2020 workshop with any potential recommended changes to the draft concept. Obtain direction from the local board on how to proceed.</td>
</tr>
<tr>
<td>ID</td>
<td>Activity Name</td>
<td>Activity Description</td>
<td>Lead Dept / Unit or CCO</td>
<td>Budget Source</td>
<td>Budget</td>
<td>Activity Status</td>
<td>RAG</td>
<td>Q1 Commentary</td>
</tr>
<tr>
<td>------</td>
<td>--------------------------------</td>
<td>----------------------------------------------------------------------------------------</td>
<td>--------------------------</td>
<td>---------------</td>
<td>--------</td>
<td>----------------</td>
<td>-----</td>
<td>-----------------------------------------------------------------------------</td>
</tr>
<tr>
<td>3642</td>
<td>Catherine Mitchell</td>
<td>Install drainage and renew the carpark. Renew the carpark with chips to allow for better drainage and improve safety for elderly users. This project was placed on hold until Auckland Transport's parks and coastal works are completed. Stage one - investigate, design and scope physical works (including options to propose to the local board for assets that may benefit from an increased level of service). Stage two - physical works commence.</td>
<td>CF: Investigation and Design</td>
<td>ARS: Capex - Renewals</td>
<td>$34,302</td>
<td>On Hold</td>
<td>Amber</td>
<td>Project on hold. Current Status: Storm water surface runoff within the site including the diversion of overland flow path is being investigated to establish the correct scope for the upgrading works at the driveway/hardstand. Confirm the actual scope for the project.</td>
</tr>
<tr>
<td>3645</td>
<td>Waiheke boat ramps and pontoons - improvements</td>
<td>Review operational issues and implement improvements for boat ramps and pontoons as confirmed by the board. Budget is indicative and appropriate funds to be allocated following investigation and scoping of works required.</td>
<td>CF: Investigation and Design</td>
<td>LDI: Capex</td>
<td>$25,000</td>
<td>On Hold</td>
<td>Amber</td>
<td>Project on hold. Referenced back to Community Services for a strategic assessment. Current status: Project assessment including the scope of the project has not been finalised. Next steps: Establish a budget upon completion of the scoping of the project and following discussions with the local board.</td>
</tr>
<tr>
<td>3678</td>
<td>ArtsWorks Complex - Cinema Building - refurbish the exterior</td>
<td>Refurbish the building exterior as recommended in the asset assessment undertaken in December 2017.</td>
<td>CF: Investigation and Design</td>
<td>ARS: Capex - Renewals</td>
<td>$16,765</td>
<td>Completed</td>
<td>Green</td>
<td>Project completed.</td>
</tr>
<tr>
<td>3714</td>
<td>Te Ara Huru - Pearl Bay to Kopus Road - improve walkways - stage 1</td>
<td>Design and consent for new walking track at Pearl Bay Te Ara Huru - further improvement of Te Ara Huru walkway experience including four projects (1) Design and consent for new shared use path between Pearl Bay and Onaupo Road, (2) Re-commission Days Gross wall survey on easement between Cowes Bay Road and Pakihia Bay, (3) Additional interpretation on the route and (4) Additional directional signage to make it easier for visitors to explore the island on foot or by bike. The project was carried forward from FY17/18, previous SharePoint ID: 3217</td>
<td>CF: Project Delivery</td>
<td>Growth</td>
<td>$15,001</td>
<td>On Hold</td>
<td>Amber</td>
<td>Risk issues: Project had been placed on hold due to legal issues with the proposed easement being unresolved. This now resolved and the completion of the design is underway to enable completion of the design only project. Current status: A Waiheke wide walkway audit is being undertaken to ensure renewal projects on Waiheke are targeting the highest priority tracks. Once the audit is completed, recommendations for walkway renewal to be progressed in financial year 2019/2020 will be presented to the local board to review. Next steps: Complete the audit and provide a summary to the local board to agree priorities for Financial Year 2020.</td>
</tr>
<tr>
<td>3715</td>
<td>530 Onaupo Rd, Waiheke - install track</td>
<td>Install track. This project is carried over from the 2017/18 programme (previous ID: 3400)</td>
<td>CF: Project Delivery</td>
<td>LDI: Capex</td>
<td>$12,000</td>
<td>On Hold</td>
<td>Red</td>
<td>Project underway. Notes regarding enclosure issues. The project cannot proceed until these issues have been resolved.</td>
</tr>
<tr>
<td>3716</td>
<td>Albert Crossroad to Whet Road - renew walkway and retaining wall</td>
<td>Renew walkway and replace retaining wall which failed due to a land slip. Phase 1 involves investigation and scoping (including options for an increased level of service to be proposed to the local board, if appropriate). Physical works will commence in Phase 2. This project is a multi-year project started under urgency as a health and safety issue. The project is a multi-year project started under urgency as a health and safety issue. Works involve rerouting the track down the ridge line and reinstating box steps, including steps further up the track that have moved due to slip. The project will require liaison with the neighbour regarding installation of anchorers and mortared on private property. Loose soil will be removed and anchors installed. Molting will be placed over the exposed surface to encourage plant growth and reduce the effect of runoff. Extensive planting is included.</td>
<td>CF: Project Delivery</td>
<td>ARS: Capex - Renewals</td>
<td>$4,300</td>
<td>Proposed</td>
<td>Green</td>
<td>Project status: Project is in strategic assessment awaiting outcomes from the informal geotechnical team. Confirmation design is still being completed and has not yet been provided to project deliver. Next steps: Awaiting decision from the coastal team and design report.</td>
</tr>
<tr>
<td>3719</td>
<td>Island Bay Track, 80 Konica Road, Oneroa - remediate major slip</td>
<td>Install drainage infrastructure improvements to address stability and slumping issues at the site. This is a community-led project building a 75m long section of rock revetment seawall. This project is a multi-year project started under urgency as a health and safety issue. Physical works has been placed on hold awaiting decision from the resource consent applicant (Community) on what they wish to proceed.</td>
<td>CF: Project Delivery</td>
<td>ARS: Capex - Renewals</td>
<td>$105,650</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Project status: Construction has been received from two contractors for design build proposals. These have been reviewed and further information requested. Next steps: Finalise negotiations with a resident regarding enclosure issues. The project cannot proceed until these issues have been resolved.</td>
</tr>
<tr>
<td>3720</td>
<td>Helens Bay Reserve - renew path</td>
<td>Renew path access and steps. Phase 1 involves investigation and scoping (including options for an increased level of service to be proposed to the local board, if appropriate). Physical works will commence in Phase 2. This is a multi-year project to be initiated in FY20/21.</td>
<td>CF: Investigation and Design</td>
<td>ARS: Capex - Renewals</td>
<td>$80,158</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: The geotechnical report has been completed which will allow the final detailed designs to be completed. Next steps: Complete the detailed designs and submit for the applicable consents.</td>
</tr>
<tr>
<td>3735</td>
<td>Picton Reserve - install rock revetment seawall</td>
<td>Install drainage infrastructure improvements to address stability and slumping issues at the site. This is a community-led project building a 75m long section of rock revetment seawall. This project is a multi-year project started under urgency as a health and safety issue. Physical works has been placed on hold awaiting decision from the resource consent applicant (Community) on what they wish to proceed.</td>
<td>CF: Project Delivery</td>
<td>LDI: Capex</td>
<td>$35,708</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Coastal team providing feedback on consenting conditions to the regulatory team. Next steps: Continue monitoring and review outcomes from consenting conditions.</td>
</tr>
<tr>
<td>3737</td>
<td>Auckland Local Parks Management Plan</td>
<td>Develop a multi-year management plan (year 2 of 2) that assists the Waiheke Local Board in managing use, development and protection of all parks, reserves and other open space they have allocated decision-making for.</td>
<td>CS: Service Strategy and Integration</td>
<td>LDI: Opex</td>
<td>$40,000</td>
<td>In progress</td>
<td>Green</td>
<td>Local board workshops held July and August 2019 to discuss and develop the context of the draft plan. Memo to local board in September 2019 to confirm key milestones achieved and detail handover material for the incoming board. Continued to prepare draft plan. Planned for Q2: Continue to prepare draft local parks management plan with intention to have completed by end of Q2 for workshop with local board.</td>
</tr>
</tbody>
</table>
### Work Programme 2019/2020 Q1 Report

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Lead Dept / Unit or OCG</th>
<th>Budget Source</th>
<th>Budget</th>
<th>Activity Status</th>
<th>RAG</th>
<th>QT Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>1226</td>
<td>Rangehau Onetangi Park Management Plan</td>
<td>Develop a reserve management plan (year 2 of 2) for Rangehau Reserve and Onetangi Sports Park that assists the Waiheke Local Board in managing use, development and protection of the park.</td>
<td>CS: Service Strategy and integration</td>
<td>LDI Opex</td>
<td>$30,000</td>
<td>In progress</td>
<td>Green</td>
<td>Workshop in July with Rangehau and Onetangi Sports Park Reserve Management Plan Development Committee to discuss issues and opportunities for the park and further stakeholder engagement to inform preparation of reserve management plan. Planned for Q2. Workshop to present proposed facilitation process and questions for key submitters with local board. Present options for re-establishing the Rangehau and Onetangi Sports Park Reserve Management Plan and Development Committee and seek decisions from local board.</td>
</tr>
</tbody>
</table>

**Infrastructure and Environmental Services**

| 375 | Sustainable Schools - Waiheke Marine Education | The Waiheke marine education programme is proposed to run over the 2020 calendar year, with funding split between 2019/2020 and 2020/2021 ($13,850 and $11,259 respectively). The focus will remain on experiential learning and citizen science leading to student-identified action to restore and protect the marine environment. Educational sessions will focus on identifying local issues and exploring potential solutions. Waiheke local experiences will connect students to the marine environment and surrounding catchments. This will include activities such as monklet surveys, shellfish monitoring, freshwater quality and fish monitoring, rocky shore studies, beach and snorkel clean-ups, and tide or past surveys. The Waiheke student action group will continue to connect all schools, identify and initiate student ideas for actions to improve biodiversity and water quality in the marine environment. Each term in 2020 will include:  
  - A Sustainable Schools cluster to provide training, support and resources for teachers  
  - A student day outside the classroom, including experiential learning, citizen science, taking action, reflecting, and sharing with the wider community  
  - A student action group meeting where leaders from each school share stories, ideas and projects with other schools whilst taking new learning and ideas back to their own school. | A&ES: Environmental Services | LDI Opex | $13,850 | In progress | Green | In quarter one student leaders, facilitators and teachers met to reflect on the project delivered in the 2018/2019 year. This information has been used to fine tune the 2019/2020 marine education programme. Work is underway to engage local Waiheke contractors to start delivery of the project in quarter two. A teacher workshop will be held in November 2019. Student leaders presented at the Waiheke Collective and Waiheke Marine Protection public meetings in August 2019. Students are working collaboratively across the four Waiheke Environments and are planning to engage Waiheke Kindergarten students as well. |

| 607 | Awaawarau wetland management | This is a continuation of a 2016/2018 project to manage and restore the Awaawarau wetland, and protect the only known breeding site of the nationally threatened giant kōkōpū on Waiheke (at the Awaawarau wetland reserve). Year one and two of the project (2017/2018 and 2018/2019) focused on post animal control with the immediate priority of protecting giant kōkōpū from predation by rodents (rats and mice). The local board funded pest control being complemented by the community’s work on enhancing the wetland habitat through planting and fencing the reserve boundaries. The Friends of Awaawarau (in partnership with Conservation Volunteers New Zealand) received funding from Auckland Council’s Regional Environment and Natural Heritage Fund towards planting and fencing costs in 2018. Funding this year will support the ongoing management of the wetland to restore it, support giant kōkōpū breeding and other wetland fauna species. This will be achieved through further pest control and seeking to grow and enable further community restoration activity. This budget will be used to fund contractor support to continue rodent control in terms of distributing bait, checking equipment and monitoring, and to fund a facilitator to engage and recruit landowners and community into ongoing predator control. | A&ES: Environmental Services | LDI Opex | $12,000 | In progress | Green | Forest and Bird have continued the pest animal control programme around the Awaawarau wetland reserve and surrounding private properties. Pest paluing was carried out from April 2019 to August 2019. The measurement and reporting of results from this pest control will be undertaken in quarter two. |

| 652 | Waiheke environmental grants | This fund aims to support and grow community and landowner conservation efforts and environmental initiatives within the Waiheke Local Board area. This budget will cover a once yearly funding round administered by the council’s grants team alongside other Waiheke community grants, with Environmental Services coordinating the assessment of applications, and the allocation of the funding on behalf of the local board. | A&ES: Environmental Services | LDI Opex | $36,700 | In progress | Green | Eight applications were received for environmental grants in August 2019. At its September 26/2016 meeting, the board approved funding towards bat statistics for the Onetangi area and Waiheke High School (Forest and Bird), machinery for facility maintenance (Alive Bird Reserve Charitable Trust), community marine protection meeting costs (the Waiheke Collective), and working of heights training (Waiheke Resources Trust). The board also supported a discretionary funding application for community messaging in visitor guides (Project Forever Waiheke). Separately, the board allocated $3,500 towards an overspend on the Waiheke Landscape Management Plan, and $1,000 towards landscaping at the Waiheke Service Centre. These allocations leave $7,352 available for future environmental grant applications this financial year. The next quick response funding round will open in October 2019. |

---

**Waiheke Local Board**

04 December 2019

---

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

---

**Attachment A**

---

*Item 23*
### Work Programme 2019/2020 Q1 Report

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Lead Dept./ Unit or CGO</th>
<th>Budget Source</th>
<th>Budget</th>
<th>Activity Status</th>
<th>RAG</th>
<th>Q1 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>917</td>
<td>Access to Library Service - Waiheke</td>
<td>Deliver a library service - Help customers find what they need, when they need it, and help them navigate our services and digital offerings. Providing information, library collection lending services and e-resources as well as support for customers using library digital resources, PCs and WiFi. Hours of service: 50 hours over 7 days per week (Budget based on FY19 %, will be updated when available).</td>
<td>CS Libraries &amp; Information</td>
<td>AUS: Librarian</td>
<td>$300,163</td>
<td>In progress</td>
<td>Green</td>
<td>Visitor numbers have increased slightly and I expect this trend to continue as Auckland Libraries have updated their registration process making it much easier to join either in person or online.</td>
</tr>
<tr>
<td>918</td>
<td>Preschool programming - Waiheke</td>
<td>Provide programming for preschoolers that encourages early literacy, active movement, and supports parents and caregivers to participate confidently in their children's early development and learning. Programmes include: Wriggle and Rhyme, Rhymezone, Storyline.</td>
<td>CS Libraries &amp; Information</td>
<td>AUS: Librarian</td>
<td>$0</td>
<td>In progress</td>
<td>Green</td>
<td>Wriggle &amp; Rhyme and Storytime numbers are looking good and as might be expected there has been a slight decrease over the past few weeks largely due to the measles outbreak. All libraries have information prominently displayed and shared at the beginning of children's activities. A new Mother and Baby Group linked to the Health Trust has started meeting in the library. We have visited six preschools, one of these visits was at the local retirement village and was a storyline given to preschoolers and residents - who thoroughly enjoyed the opportunity to interact with children in a different way.</td>
</tr>
<tr>
<td>919</td>
<td>Children and Youth engagement - Waiheke</td>
<td>Provide children and youth services and programming which encourage learning, literacy and social interaction. Engage with children, youth and families along with local schools to support literacy and grow awareness of library resources.</td>
<td>CS Libraries &amp; Information</td>
<td>AUS: Librarian</td>
<td>$0</td>
<td>In progress</td>
<td>Green</td>
<td></td>
</tr>
<tr>
<td>920</td>
<td>Support customer and community connection on Te Ao Māori and strengthening responsiveness to Te Ao Māori - Waiheke</td>
<td>Provide services and programme that facilitate customer connection with the library and empower communities through collaborative design and partnerships with Te Ao Māori agencies. Celebrate local communities, cultural diversity and heritage. Gather, protect and share the stories old and new, that celebrate our people, communities and Tāmaki Makaurau.</td>
<td>CS Libraries &amp; Information</td>
<td>AUS: Librarian</td>
<td>$0</td>
<td>In progress</td>
<td>Green</td>
<td>During the lead-up to Local Body elections we have had a display encouraging voter registration and we now have a ballot box available which is being well used. Our meeting rooms have been used twice for a meeting with the Waiheke business association, to help with regional environmental grants applications, two TAEED meetings in the change to local bus timetables and routes, the Waiheke Festival, an AICAD Treaty workshop. We also hosted two book launches - Shammir &quot;Spirituality 101&quot; and Eleanor Eve &quot;Who's that lady in red?&quot; We held a special family and friends poetry reading afternoon with Bill Taylor who was very moving and enriching to be part of.</td>
</tr>
<tr>
<td>921</td>
<td>Celebrating Te Ao Māori and strengthening responsiveness to Te Ao Māori</td>
<td>Celebrating Te Ao Māori with events and programmes including regionally coordinated and promoted programmes. Te Tiriti o Waitangi, Māori Language Week. Engaging with the Te Ao Māori organisation Whaiākupu te reo Māori - champion and embed te reo Māori in our libraries and communities.</td>
<td>CS Libraries &amp; Information</td>
<td>AUS: Librarian</td>
<td>$0</td>
<td>In progress</td>
<td>Green</td>
<td></td>
</tr>
<tr>
<td>922</td>
<td>Learning and Literacy programming and digital literacy support Waiheke</td>
<td>Provide learning programmes and events throughout the year. Support our customers to embrace new ways of doing things. Lift literacy in the communities that need it most. Help customers and whānau learn and grow, and provide opportunities for knowledge creation and innovation.</td>
<td>CS Libraries &amp; Information</td>
<td>AUS: Librarian</td>
<td>$0</td>
<td>In progress</td>
<td>Green</td>
<td></td>
</tr>
</tbody>
</table>

### Parks, Sport and Recreation

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Lead Dept./ Unit or CGO</th>
<th>Budget Source</th>
<th>Budget</th>
<th>Activity Status</th>
<th>RAG</th>
<th>Q1 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>754</td>
<td>Waiheke Island strategic response fund</td>
<td>Develop a service assessment governance management and development of the public space at Onetangi and Onetangi Beaches over the next ten years.</td>
<td>CS PS&amp;R Park Services</td>
<td>LDI: Opex</td>
<td>$20,000</td>
<td>Approved</td>
<td>Green</td>
<td>The board have given direction to focus on Onetangi Beach only in FY20 and agreed the scope for the service assessment at a workshop in September 2019.</td>
</tr>
<tr>
<td>773</td>
<td>Wink - Ecological corridors and environmental programme PCCO</td>
<td>Involve the community in the care of their parks to reduce animal and human waste and increase indigenous biodiversity and have cleaner more attractive parks.</td>
<td>CS PS&amp;R Park Services</td>
<td>AUS: Opex</td>
<td>$44,227</td>
<td>In progress</td>
<td>Green</td>
<td>Solly Hillwood has over 950 bat stations in place on 20 reserves on local parks and has carried out the spring bat pulse to control rat numbers. The programme has been combined with beecare section work on private land to include a further 250 bat stations, bringing the total to 1200 bat stations. There are a total of 550 volunteers currently registered in the Ratbustlers programme. The programme is working to support park volunteers through the provision of training days including Kiwiwaikie and risk assessment courses. The community ranger team had information stands at the AC Festival and the Auckland Botanical show in September: To promote volunteering in our parks.</td>
</tr>
<tr>
<td>826</td>
<td>Walking and cycling on the island</td>
<td>To support, promote and develop walking and cycling activities on the island</td>
<td>CS PS&amp;R Park Services</td>
<td>LDI: Opex</td>
<td>$20,000</td>
<td>In progress</td>
<td>Green</td>
<td>The November 2019 Walking Festival has been funded from the FY2019/2020 board opex budget. Further decisions on how this project will be progressed in the future to be made at a Q1 workshop.</td>
</tr>
<tr>
<td>ID</td>
<td>Activity Name</td>
<td>Activity Description</td>
<td>Lead Dept / Unit or CCO</td>
<td>Budget Source</td>
<td>Budget</td>
<td>Activity Status</td>
<td>RAG</td>
<td>Q1 Commentary</td>
</tr>
<tr>
<td>----</td>
<td>---------------</td>
<td>----------------------</td>
<td>--------------------------</td>
<td>---------------</td>
<td>--------</td>
<td>----------------</td>
<td>-----</td>
<td>--------------</td>
</tr>
<tr>
<td>827</td>
<td>Matarua parks: Implementing a parks-related Matarua Gateway Masterplan</td>
<td>Parks-related projects to be planned and delivered in the Matarua area. Deferrred from FY17/18 (SharePoint 789)</td>
<td>CS: PSR, Park Services</td>
<td>LDI, Opex</td>
<td>$50,000</td>
<td>In progress</td>
<td>Green</td>
<td>To be completed by Board services.</td>
</tr>
<tr>
<td>829</td>
<td>Waitheke Recreation Centre Community Access Grant FY20</td>
<td>Providing a community access grant to the Waitheke Recreation Centre Trust of Waitheke High School to enable community access to the Waitheke Recreation Centre and support maintenance of the facility.</td>
<td>CS: PSR, Park Services</td>
<td>ABS, Opex</td>
<td>$10,000</td>
<td>In progress</td>
<td>Green</td>
<td>2019/2020 Annual report received on 26/08/2019. Staff are conducting a review of all Community Access Grants, to be completed by the end of Q2. The review will inform future investment direction and next steps.</td>
</tr>
<tr>
<td>831</td>
<td>Ecological restoration community partnership programme FY20</td>
<td>Volunteer management and motivation for wetland restoration at Rangihoua, Te Matarau, Te Whau and Matarua aligned using a community empowered approach in partnership with community, schools and visitors. This will include the Beach Ambassador programme.</td>
<td>CS: PSR, Park Services</td>
<td>LDI, Opex</td>
<td>$150,000</td>
<td>In progress</td>
<td>Green</td>
<td>Work on weed removal at Rangihoua No 2 Wetland by the golf course and Te Toki Reserve Programme activity in the first quarter has focused on removal of persistent weeds at Rangihoua wetland and cemetery wetland area such as honey suckle, pritex, mene, moihau and woody natives in preparation for planting at Rangihoua. 1690 trees were planted. Work to remove weeds has also continued at Matarua headland.</td>
</tr>
<tr>
<td>841</td>
<td>WKR: Ecological &amp; environmental programme FY20</td>
<td>This is an ongoing programme to support community and volunteer ecological and environmental initiatives. This includes: annual pest plant and animal control, local park clean ups, and community environmental education and events. Additional activities have been planned throughout the year: Q1 - Winter/spring community plantings Q3 - Prepare for autumn planting Q4 - Autumn community plantings.</td>
<td>CS: PSR, Park Services</td>
<td>LDI, Opex</td>
<td>$9,000</td>
<td>In progress</td>
<td>Green</td>
<td>Palm Beach has been planted with dune plants (perkinia) and flax. Friends of McKenzie Reserve have been supported with the purchase of tools for their working bees. Friends of Te Araroa Valley have planted a small wetland area in the valley and there are ongoing working bees planned to clear weed infestations.</td>
</tr>
<tr>
<td>3404</td>
<td>Feasibility study for swimming pool</td>
<td>Funding contribution towards a new pool on Waitheke island.</td>
<td>CS: PSR, Active Recreation</td>
<td>LDI, Opex</td>
<td>$13,000</td>
<td>On Hold</td>
<td>Amber</td>
<td>New local board to decide on implementation of recommendations from the feasibility study in 2018/2019.</td>
</tr>
</tbody>
</table>

**Pla$$ and Projects**

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Lead Dept / Unit or CCO</th>
<th>Budget Source</th>
<th>Budget</th>
<th>Activity Status</th>
<th>RAG</th>
<th>Q1 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>1364</td>
<td>An area plan for Waitheke</td>
<td>Completion of area planning process, commenced in the previous year deriving from governing body resolution to prepare an area spatial plan for Waitheke Board area based on existing strategies, which will lead to a plan change to incorporate the land use outcomes of the area plan into the AUP</td>
<td>CPO: Plans and Places</td>
<td>Regional</td>
<td>$0</td>
<td>In progress</td>
<td>Amber</td>
<td>Additional work and discussion with Governing Body-appointed working party on fundamental issues has extended timeframe for preparing draft plan. The draft plan is now anticipated to be ready for public consultation in early 2020. Working party workshop held on 19 September 2019 to discuss the objectives and strategies for key topics in the area plan and clear direction provided by the working party. Officer work continued post workshop with meeting with Pirihi Māori representatives and business/industry groups as suggested by working party. First working party meeting scheduled for early October 2019.</td>
</tr>
</tbody>
</table>
### Work Programme 2019/2020 Q1 Report

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Lead Department or CCO</th>
<th>CL: Lease Commencement Date</th>
<th>CL: Right of Renewal</th>
<th>CL: Final Lease Expiry Date</th>
<th>CL: Annual Rent Amount (excluding GST)</th>
<th>Activity Status</th>
<th>RAG</th>
<th>Q1 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>1423</td>
<td>Community Leases: S3 Tahitahi Road Rd, Blackpool; Pettah Marae Trust</td>
<td>Renewal of ground lease</td>
<td>CF: Community Leases</td>
<td>1/17/2019</td>
<td></td>
<td>30/06/2025</td>
<td>$500.00</td>
<td>In progress</td>
<td>Green</td>
<td>Renewal application sent to community group. Staff await the return of the completed lease renewal form.</td>
</tr>
<tr>
<td>1425</td>
<td>Waiheke Local Board Community Leases FY2021/2022 Work Programme</td>
<td>Leases to be progressed in the FY2021-2022 Work Programme year. Waiheke Resources Trust, Otherworld Productions Incorporated, Waiheke Island Historical Society Incorporated</td>
<td>CF: Community Leases</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Approved</td>
<td>Green</td>
<td>Leases to be progressed in the 2021-2022 Work Programme year.</td>
</tr>
<tr>
<td>3216</td>
<td>Community Leases: S1 Tahitahi Rd, Blackpool; Waiheke Island Pony Club Incorporated</td>
<td>New ground lease</td>
<td>CF: Community Leases</td>
<td>1/04/2003</td>
<td>25 years</td>
<td>31/03/2018</td>
<td></td>
<td>In progress</td>
<td>Green</td>
<td>Completed new lease application form received from the club. Staff plan to present a report to the local board during quarter three. Mana whenua engagement has been completed.</td>
</tr>
<tr>
<td>3217</td>
<td>Community Leases: 2 Korora Road, Waiheke Island Artworks; Waiheke Musical Museum Trust</td>
<td>Renewal of lease</td>
<td>CF: Community Leases</td>
<td>1/06/2009</td>
<td>25 years</td>
<td>31/10/2024</td>
<td></td>
<td>In progress</td>
<td>Green</td>
<td>Renewal application sent to community group. Staff await the return of the completed lease renewal form.</td>
</tr>
</tbody>
</table>
### Community Facilities: Build Maintain Renew Work Programme 2019 – 2022

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Activity Benefits</th>
<th>Further Decision Points</th>
<th>LB Plan Outcome</th>
<th>Lead Dept/ Unit or CCO</th>
<th>Timeframe</th>
<th>Budget Source</th>
<th>2019/2020</th>
<th>2020/2021</th>
<th>2021/2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>3170</td>
<td>Waiheke Full Facilities maintenance contracts</td>
<td>The Full Facilities maintenance contracts include maintenance and repair of all assets across buildings, parks and open spaces, and sports fields, funded from local board budgets. These contractors also undertake coastal management and storm damage works, and upcycling tree cents clearing, street litter bin emptying, and vegetation clearance and berm mowing works, although these are funded from regional budgets. This activity and related budget also includes smaller built system contracts such as pool plant specialists and technical systems contractors.</td>
<td>With the maintenance contracts, local board assets are able to be maintained to the approved level of service. These contracts provide for required compliance tasks and scheduled activities including planned preventative maintenance to be completed, and for response to requests for maintenance. These contracts benefit all members of the public as local board assets are able to be fully utilised if they are fit for the intended purpose, and it offers better value to ratepayers if assets remain in service for their expected life.</td>
<td>No further decisions anticipated.</td>
<td>Vibrant places for people</td>
<td>CF Operations</td>
<td>Q1, Q2, Q3, Q4</td>
<td>ABS, Opex</td>
<td>$1,500,111</td>
<td>$1,061,113</td>
<td>$1,612,735</td>
</tr>
<tr>
<td>3171</td>
<td>Waiheke Arboriculture Contracts</td>
<td>The Arboriculture maintenance contracts include tree management and maintenance in parks and on streets, funded from local board budgets. These contractors also undertake storm damage works although these are funded from regional budgets.</td>
<td>With the Arboriculture Contracts, trees in parks and reserves, and on streets, are able to be maintained to the approved level of service. These contracts provide for a programme of tree inspection and maintenance, and for response to requests for maintenance of trees which have become damaged or are obstructions. These contracts benefit all members of the public as trees which are properly maintained are more likely to remain in good health, are less likely to become health and safety issues, and offer greater visual amenity.</td>
<td>No further decisions anticipated.</td>
<td>Waiheke's environment is treasured</td>
<td>CF Operations</td>
<td>Q1, Q2, Q3, Q4</td>
<td>ABS, Opex</td>
<td>$471,274</td>
<td>$480,700</td>
<td>$490,313</td>
</tr>
<tr>
<td>3172</td>
<td>Waiheke Ecological Restoration Contracts</td>
<td>The Ecological Restoration maintenance contracts include pest plant within ecologically significant areas and animal pest management across all parks and reserves funded from local board budgets.</td>
<td>With the maintenance contracts, local board assets are able to be maintained to the approved level of service. These contracts provide for a programme of restoration planting and pest animal and plant control for high value sites, and for response to requests for animal pests in parks. These contracts benefit all members of the public as they improve ensure ecologically significant sites on our local parks and reserves are pest free and offer ecological and wider benefits.</td>
<td>No further decisions anticipated.</td>
<td>Waiheke's environment is treasured</td>
<td>CF Operations</td>
<td>Q1, Q2, Q3, Q4</td>
<td>ABS, Opex</td>
<td>$278,149</td>
<td>$283,712</td>
<td>$289,397</td>
</tr>
</tbody>
</table>

1 / 9

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

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>3715</td>
<td>530 Onkap Rd, Waiheke</td>
<td>Install track. This project is carried over from the 2017/18 programme (previous ID 3420).</td>
<td>Waiake’s environment is preserved.</td>
<td>No further decisions anticipated.</td>
<td>Waiake’s environment is preserved.</td>
<td>CF: Project Delivery</td>
<td>0</td>
<td>LDI: Capex</td>
<td>$0</td>
<td>$12,000</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>3718</td>
<td>Albert Crescent to Wharf Road - renew walkway and retaining wall</td>
<td>Renew walkway and replace retaining wall which linked due to a land slip. Phase 1 involves investigation and scouring (including options for an increased level of service to be proposed to the local board, if appropriate). Physical works will commence in Phase 2. This project is a multi-year project started under urgency as a health and safety issue.</td>
<td>Improved health safety and improved accessibility.</td>
<td>No further decisions anticipated.</td>
<td>Waiake’s environment is preserved.</td>
<td>CF: Investigation and Design</td>
<td>0</td>
<td>ABS: Capex - Remediation</td>
<td>$12,313</td>
<td>$4,500</td>
<td>$13,188</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>2307</td>
<td>Alison Park - pathways</td>
<td>Renew the pathways FY18/19 - investigation and scouring of options for presentation to the local board. FY19/20 - undertake physical works.</td>
<td>Improved open spaces for our community to enjoy.</td>
<td>Workshop options with local board to seek direction prior to implementation.</td>
<td>Vibrant places for people.</td>
<td>CF: Investigation and Design</td>
<td>Estimated Project Completion Date June 2022</td>
<td>ABS: Capex - Remediation</td>
<td>$0</td>
<td>$189,000</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>3875</td>
<td>Artwork Complex - Cinecitta Building - refurbish the exterior building</td>
<td>Refurbish the building exterior as recommended in the asset assessment undertaken in December 2017.</td>
<td>Continued use of facility/parkasset</td>
<td>Options to be presented to the board.</td>
<td>Vibrant places for people.</td>
<td>CF: Investigation and Design</td>
<td>0</td>
<td>ABS: Capex - Remediation</td>
<td>$235,235</td>
<td>$36,765</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>2375</td>
<td>Blackpool Park - renew footpaths and hardstand</td>
<td>Renewal of footpaths and hardstand. This project is on hold whilst treaty negotiations are on-going. The project is planned to commence in FY18/19 however may potentially defer beyond FY22/23 dependent upon negotiations. FY20/21 - investigation and scouring of options for presentation to the local board. FY21/22 - undertake physical works.</td>
<td>Maintaining current service levels.</td>
<td>Workshop options with local board to seek direction prior to implementation.</td>
<td>Vibrant places for people.</td>
<td>CF: Investigation and Design</td>
<td>Estimated Project Completion Date June 2021</td>
<td>ABS: Capex - Remediation</td>
<td>$425</td>
<td>$44,575</td>
<td>$129,000</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>3642</td>
<td>Catherine Mitchell Cultural Society - install drainage and renew carpark</td>
<td>Install drainage and renew the carpark. Renew the carpark with chippings to allow for better drainage and improve safety for elderly users. This project was planned on hold until Auckland Transport's kerb and channel works are completed. Stage one - investigate, design and scope physical works (including options to propose to the local board for assets that may benefit from an increased level of service). Stage two - physical works commence.</td>
<td>Improved health safety and improved accessibility.</td>
<td>No further decisions anticipated.</td>
<td>Waste boards on site.</td>
<td>CF: Investigation and Design</td>
<td>0</td>
<td>ABS: Capex - Remediation</td>
<td>$2,058</td>
<td>$34,302</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>2340</td>
<td>Church Bay Esplanade Reserve - purhcase adjacent land and stabilise</td>
<td>Purchase pathway area on adjacent land and make stable ensuring the area is future proofed and suit for the local community. FY18/19 investigate and design. FY19/20 deliver physical works.</td>
<td>Maintaining current service levels.</td>
<td>Scope of works to be presented to the local board for their review and input prior to commencement.</td>
<td>Waiake’s environment is preserved.</td>
<td>CF: Project Delivery</td>
<td>Estimated Project Completion June 2020</td>
<td>ABS: Capex - Development</td>
<td>$15,815</td>
<td>$37,259</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>3169</td>
<td>Eskih Road (Pukekohe Reserve) - install storm water system</td>
<td>Install stormwater system to ensure the area remains stable and fit for purpose during storm events FY19/20 investigate and design, progress physical works. This project is to be delivered with geological subject matter expert input and oversight Risk Adjusted Programme (RAP) project.</td>
<td>Maintaining current service levels.</td>
<td>Scope of works to be presented to the local board for their review and input prior to commencement.</td>
<td>Waiake’s environment is preserved.</td>
<td>CF: Investigation and Design</td>
<td>Estimated Project Completion June 2020</td>
<td>ABS: Capex - Development</td>
<td>$0</td>
<td>$59,000</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

2/9 4 November 2019
## Community Facilities: Build Maintain Renew Work Programme 2019 – 2022

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Activity Benefits</th>
<th>Further Decision Points for LBU</th>
<th>LD Plan Outcome</th>
<th>Land Dev/ Unit or CCD</th>
<th>Timeframe</th>
<th>Budget Source</th>
<th>2019/2020</th>
<th>2020/2021</th>
<th>2021/2022</th>
<th>2022/2023+</th>
<th>Total Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>2312</td>
<td>Furniture and Fixings - renew FY18/19 to FY19/20 - Waiheke</td>
<td>Renew condition 4 and 5 assets, seats, tables, bins, plaques, signage  St. Peter's Fishing Road, Little Oneroa Reserve, Onetangi Beach Reserve, Onetangi Reserve, Onetangi Beach Strand, Onetangi Sports Park (Hampshire), Ostland Domain, The想到了...</td>
<td>Monitoring current service levels</td>
<td>Workshop options with local board to seek direction prior to implementation</td>
<td>CF: Project Delivery</td>
<td>Project completed June 2019</td>
<td>ABS/ Capex - Renewals</td>
<td>$46,000</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$9</td>
<td>$46,000</td>
</tr>
<tr>
<td>2741</td>
<td>Furniture and Fixings - renew FY19/20 to FY20/21 - Waiheke</td>
<td>Renew condition 4 and 5 seats, tables, bins, signage  Sites include: Onerahi Main Beach Reserve, Palm Beach Reserve, Pihauaki, Esplanade Reserve, Sutherland Park Reserve and Foresthome, Trig Hill Farm Reserve, Trig Hill Walkways, Waiheke Reserve Access way, Wharanui Basin, Tawharanui Reserve, FY19/20 - investigation and sourcing of options, FY20/21 - undertake physical works. This project is a multi-year funded project to be initiated FY19/20 programme.</td>
<td>Continued use of facilities/kiosk</td>
<td>Workshop options with local board to seek direction prior to implementation</td>
<td>CF: Investigation and Design</td>
<td>Estimated Project Completion Date June 2022</td>
<td>ABS/ Capex - Renewals</td>
<td>$0</td>
<td>$10,000</td>
<td>$39,000</td>
<td>$0</td>
<td>$9</td>
<td>$46,000</td>
</tr>
<tr>
<td>2742</td>
<td>Furniture and Fixings - renew FY20/21 to FY21/22 - Waiheke</td>
<td>Renew condition 4 and 5 seats, tables, bins, signage  FY20/21 - investigation and sourcing of options, FY21/22 - undertake physical works. This project is a multi-year funded project to be initiated FY20/21 programme.</td>
<td>Continued use of facilities/kiosk</td>
<td>Workshop options with local board to seek direction prior to implementation</td>
<td>CF: Investigation and Design</td>
<td>Estimated Project Completion Date June 2022</td>
<td>ABS/ Capex - Renewals</td>
<td>$0</td>
<td>$0</td>
<td>$10,000</td>
<td>$30,000</td>
<td>$0</td>
<td>$9</td>
</tr>
<tr>
<td>3720</td>
<td>Helens Bay Reserve - renew path</td>
<td>Renew path access and steps. Phase 1 involves investigation and sourcing (including options for an increased level of service to be proposed to the local board, if appropriate). Physical works will commence in Phase 2. This is a multi-year project to be initiated in FY20/2019.</td>
<td>Improved health &amp; safety and improved accessibility.</td>
<td>No further decisions anticipated</td>
<td>Waikanae's environment is treasured</td>
<td>CF: Investigation and Design</td>
<td>ABS/ Capex - Renewals</td>
<td>$5,842</td>
<td>$89,158</td>
<td>$0</td>
<td>$0</td>
<td>$9</td>
<td>$80,000</td>
</tr>
<tr>
<td>3719</td>
<td>Island Bay Track, 36 Merton Road, Oneroa - remediate major slip</td>
<td>This project is a multi-year project started under urgency as a health and safety issue. Works involve rerouting the track down the ridge line and reinstating block steps, including steps further up the track that have moved due to slip. The project will require liaising with the neighbour regarding installation of anchors and matting on private property. Loos soil will be removed and anchors installed. Matting will be placed over the exposed surface to encourage plant growth and reduce the effect of runoff. Native hau and planting is included</td>
<td>Improved health &amp; safety and improved accessibility.</td>
<td>Options to be presented to the board</td>
<td>Waikanae's environment is treasured</td>
<td>CF: Project Delivery</td>
<td>ABS/ Capex - Renewals</td>
<td>$28,833</td>
<td>$185,650</td>
<td>$175,517</td>
<td>$0</td>
<td>$0</td>
<td>$310,000</td>
</tr>
<tr>
<td>3824</td>
<td>Little Oneroa Reserve - implement concept plan - new carpark and pathways</td>
<td>Development of a carpark and pathways, aligned with the Little Oneroa Reserve Concept Plan</td>
<td>Improved facilities/kiosk</td>
<td>Options to be presented to and approved by the board</td>
<td>Transport and Infrastructure</td>
<td>CF: Investigation and Design</td>
<td>LDI: Capex</td>
<td>$3,735</td>
<td>$176,265</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$180,000</td>
</tr>
</tbody>
</table>

Attachment B

Item 23
### Community Facilities: Build Maintain Renew Work Programme 2019 – 2022

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>3121</td>
<td>Little Oneroa Reserve - diversification</td>
<td>Continued use of facility for targeted use during winter months.</td>
<td>CF: Investment and Design</td>
<td>0</td>
<td>0</td>
<td>ABC: Capex - Ramps</td>
<td>$4,325</td>
<td>$135,675</td>
<td>$100,000</td>
<td>$0</td>
<td>$0</td>
<td>$240,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2491</td>
<td>Omika Beach Reserve - access and paths</td>
<td>Renew path access. FY19/20 - investigation and scope design options to be presented to the local board.</td>
<td>CF: Investment and Design</td>
<td>Workshop options to seek direction prior to implementation.</td>
<td>ABC: Capex - Ramps</td>
<td>$1,000</td>
<td>$33,000</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$35,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2391</td>
<td>Orewanga - replacement and renewal</td>
<td>Preventing coastal erosion and ensuring the preservation of public recreational areas.</td>
<td>CF: Investment and Design</td>
<td>Workshop options to seek direction prior to implementation.</td>
<td>ABC: Capex - Ramps</td>
<td>$9</td>
<td>$40,000</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$40,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2348</td>
<td>Orewanga - replace ramp with glassed area and slab</td>
<td>Due to health and safety concerns, three sets of access stairs and one of four ramps to the beach were removed.</td>
<td>CF: Investment and Design</td>
<td>Workshop options to seek direction prior to implementation.</td>
<td>ABC: Capex - Ramps</td>
<td>$276,269</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$276,269</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2075</td>
<td>Orewanga - upgrade and renewal of sand access</td>
<td>Upgrade of the existing field number 3 to a sand carpet construction with sports lighting to provide for the 15 hour shortfall in provision FY18/19 - undertake the design phase, present options to the local board FY19/20 - detailed design, obtain the necessary consents FY21/22 - progress physical works.</td>
<td>CF: Investment and Design</td>
<td>Design to be agreed with local board.</td>
<td>ABC: Growth</td>
<td>$38,247</td>
<td>$22,461</td>
<td>$242,500</td>
<td>$700,000</td>
<td>$0</td>
<td>$1,000,208</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2462</td>
<td>Orewanga - Sports Park - renewal and</td>
<td>Maintain current service levels.</td>
<td>CF: Project Delivery</td>
<td>Workshop options to seek direction prior to implementation.</td>
<td>ABC: Capex - Ramps</td>
<td>$2,500</td>
<td>$137,410</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$140,000</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## Community Facilities: Build Maintain Renew Work Programme 2019 – 2022

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Activity Benefits</th>
<th>Further Decision Points for LID</th>
<th>LD Plan Outcomes</th>
<th>Lead Dept / Unit or CCO</th>
<th>Timeframe</th>
<th>Budget Source</th>
<th>2019/2020</th>
<th>2020/2021</th>
<th>2021/2022</th>
<th>2022/2023+</th>
<th>Total Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>2050</td>
<td>Onetangi Sports Park pavilion - renewal - roof fanlights</td>
<td>Renewal of the roof fanlights to ensure water tightness. FY18/19 - investigation and scoping of design options to be proposed to the local board FY19/20 - undertake physical works. This is a multi-year project initiated FY19/20 programme. Risk Adjusted Programme (RAP) project.</td>
<td>Continued use of facility/park/passet</td>
<td>Workshop options with local board to seek direction prior to implementation.</td>
<td>Vibrant places for people</td>
<td>CF - Investigation and Design</td>
<td>Estimated Project Completion Date June 2020</td>
<td>ASD - Capex - Rates and</td>
<td>$0</td>
<td>$10,000</td>
<td>$15,000</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>3225</td>
<td>Parks LDI quick response fund - Waiheke</td>
<td>Discretionary capital funding to deliver minor community capex projects throughout the financial year as approved in the monthly local board community facilities workshops. FY18/19 - $10,000 LDI capex approved. FY19/20 - $10,000 LDI capex</td>
<td>Providing improved connectivity and opportunities for health, wellness and enjoyment of the outdoors</td>
<td>Workshop options with local board to seek direction prior to implementation.</td>
<td>Vibrant places for people</td>
<td>CF - Investigation and Design</td>
<td>June 2020</td>
<td>LDI - Capex</td>
<td>$25,632</td>
<td>$28,368</td>
<td>$0</td>
<td>$0</td>
<td>$3</td>
</tr>
<tr>
<td>3797</td>
<td>Ptarm - Bay Reserve - install rock revetment seawall</td>
<td>Install drainage infrastructure improvements to address stability and slumping issues at the site. This is a community led project building a 76m long section of rock revetment seawall. This project is a multi-year project started under urgency as a foray and safety issue. Physical works has been placed on hold awaiting decision from the resource consent applicant (Community) on how they wish to proceed.</td>
<td>Improved accessibility.</td>
<td>Options to be presented to the board</td>
<td>Transport and infrastructure</td>
<td>CF - Project Delivery</td>
<td>0</td>
<td>LDI - Capex</td>
<td>$76,291</td>
<td>$35,708</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>3320</td>
<td>Puhutakawa Reserve - Waiheke - install fencing, pathway and planting</td>
<td>Install fencing, pathway and planting to ensure future stability to the landscape area. FY19/20 physical works. This project will be overseen by a geotechnical specialist.</td>
<td>Improving service levels.</td>
<td>No further decisions anticipated</td>
<td>Waiakea’s environment is treasured</td>
<td>CF - Investigation and Design</td>
<td>Estimated project completion June 2020</td>
<td>ABS - Capex - Development</td>
<td>$0</td>
<td>$75,000</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>2485</td>
<td>Raikom Hall and seawall - investigate design options</td>
<td>Relocation of the Raikom Hall and seawall due to increasing coastal inundation challenges. FY18/19 - involves investigation and planning, including stakeholder engagement. Presentation of findings report to the local board for long term decision making. FY19/20 - undertake on site investigations, stakeholder consultation, service requirements assessment and a concept design for a fit for purpose building. Report back to the local board with a report on the findings and recommendations for the next steps.</td>
<td>Continued use of facility/park/passet</td>
<td>Workshop design options with local board to seek approval prior to implementation</td>
<td>Waiakea’s environment is treasured</td>
<td>CF - Investigation and Design</td>
<td>Estimated Project Completion Date December 2019</td>
<td>ABS - Capex - Rates and</td>
<td>$4,050</td>
<td>$49,150</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>2517</td>
<td>Bangiowha / Onetangi Reserve - Golf Club - renew driveway and seawall</td>
<td>Waiakea Golf Club (133 Onetangi Rd, Onetangi) - renew the damaged section of driveway and underlying stormwater culvert to increase stormwater capacity and reduce on site flooding. FY18/19 - investigation and scoping of options for presentation to the local board. FY19/20 - undertake physical works. This project is a multi-year funded project initiated FY18/19 programme.</td>
<td>Maintaining assets to maintain current service levels.</td>
<td>Workshop options with local board to seek approval prior to implementation.</td>
<td>Waiakea’s environment is treasured</td>
<td>CF - Investigation and Design</td>
<td>Estimated Project Completion Date May 2020</td>
<td>ABS - Capex - Rates and</td>
<td>$43,193</td>
<td>$124,618</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>2765</td>
<td>Structures - renew - FY18/19 to FY20/21 Waiheke</td>
<td>Renew park fencing and structures. Locations are being identified. FY18/20 - investigation and scoping of options for presentation to the local board. FY20/21 - undertake physical works. This is a multi-year funded project to be initiated FY18/20 programme. Risk Adjusted Programme (RAP) project.</td>
<td>Continued use of facility/park/passet</td>
<td>Workshop options with local board to seek direction prior to implementation.</td>
<td>Vibrant places for people</td>
<td>CF - Investigation and Design</td>
<td>Estimated Project Completion Date June 2021</td>
<td>ABS - Capex - Rates and</td>
<td>$0</td>
<td>$30,000</td>
<td>$35,000</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>
Community Facilities: Build Maintain Renew Work Programme 2019 – 2022

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Activity Benefits</th>
<th>Further Decision Points for LDI Workshop options with local board to seek direction prior to implementation</th>
<th>LD Plan Outcomes</th>
<th>Lead Dept/ Unit or COG</th>
<th>CF/ Investigation and Design</th>
<th>Timeframe</th>
<th>Budget Source</th>
<th>2019/2020</th>
<th>2020/2021</th>
<th>2021/2022</th>
<th>2022/2023+</th>
<th>Total Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>2750</td>
<td>Structures - Renew - FY21/22 to FY20/23 - Waiheke</td>
<td>Renewal of condition 4 and 5 park structure. Locations are being identified FY21/22 - investigation and scoping of options. FY22/23 - undertake physical works. This project may be un-funded for the physical works component. This is to be continued once the investigation and design phase is complete. This project is a multi-year funded project to be initiated FY21/22 programme.</td>
<td>Continued use of facilities/parks/cassettes.</td>
<td>CF - Project Delivery</td>
<td>Vibrant places for people</td>
<td>CF - Project Delivery</td>
<td>G1, G2, Q5, Q4</td>
<td>Grants</td>
<td>$200,000</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$3</td>
<td>$200,000</td>
</tr>
<tr>
<td>830</td>
<td>Swimming pool development fund</td>
<td>Funding contribution towards a feasibility study for new pool on Waiheke Island. Investigation work on the location for a swimming pool began in 2017-2018 and continues into 2018-2019. Note: the 2018/2019 budget figure shown for this activity includes the $10,000 originally approved plus $100,000 carried forward from 2018/2019</td>
<td>The development of a public swimming pool on the island will enable more people to swim and help children to learn to swim, which is an important life skill.</td>
<td>No further decisions anticipated.</td>
<td>Vibrant places for people</td>
<td>CF - Project Delivery</td>
<td>Estimated Project Completion Date June 2023</td>
<td>$16,985</td>
<td>$189,000</td>
<td>$333,005</td>
<td>$400,880</td>
<td>$0</td>
<td>$850,000</td>
<td></td>
</tr>
<tr>
<td>2504</td>
<td>Tawaparenora Reserve - replacement of skate park</td>
<td>Tawaparenora Reserve - replace skate ramp and renewal of skate park. The skate ramp has been assessed as requiring replacement due to structural and water tightness issues. A decision has been made to maintain the skate ramp to an operational standard whilst the stakeholder engagement phase is undertaken for the design proposed for the full skate park renewal FY18/19 - investigation and scoping of options for presentation to and approval by the local board FY19/20 - public consultation on the draft concept plans for the renewal of the skate park area. Presentation of consultation findings to the local board for design approval and agreement on timing of delivery. Potential for level of service increase with LDI capex funding to install a flying fox, play space etc. Obtain the required consents FY20/21 - progress physical works. This project is a multi-year funded project to be initiated FY18/19 programme Risk Adjusted Programme (RAP) project.</td>
<td>Improved open spaces for our community to enjoy.</td>
<td>Workshop design plans with costings and timing of delivery with local board to seek approval prior to implementation</td>
<td>Vibrant places for people</td>
<td>CF - Project Delivery</td>
<td>Estimated Project Completion Date June 2022</td>
<td>$16,985</td>
<td>$189,000</td>
<td>$333,005</td>
<td>$400,880</td>
<td>$0</td>
<td>$850,000</td>
<td></td>
</tr>
</tbody>
</table>

To Ara Hura - Pearl Bay to Copes Road - improve tracks - Stage 1

Design and consent for new walking track at Pearl Bay To Ara Hura - further improvement of To Ara Hura walkway experience including four projects: 1) Design and consent for new shared use path between Pearl Bay and Copes Road; 2) Re-commission Days Grae walkway on easement between Copes Road and Public Bay; 3) Additional interpretation on the route and 4) Additional directional signage to make it easier for visitors to explore the island on foot or by bike. This project was carried forward from FY17/18, previous SharePoint ID #3217.

Increased access for the community and tourists. No further decisions anticipated. Inclusive planning and place making. CF - Project Delivery | 0 | Growth | $0 | $15,001 | $0 | $0 | $3 | $15,001 |
### Community Facilities: Build Maintain Renew Work Programme 2019 – 2022

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>3201</td>
<td>Te Whau, Explorers Reserve - renew Te Whau track</td>
<td>Renew the Te Whau track at Te Whau Explorers Reserve: A land slip has caused damage to the track which has been maintained to the acceptable standard. To ensure the track remains fit for purpose, investigation will be undertaken to mitigate further damage during storm events. Preventative works will be scoped as identified by the geotechnical subject matter experts and programmed accordingly. FY19/20 investigation and scoping. Risk Adjusted Programme (RAP) project FY20/21 if applicable, design, consenting and physical works delivered.</td>
<td>Maintaining current service levels.</td>
<td>Scope of works to be presented to the local board for their review and input prior to commencement.</td>
<td>Waiake’s environment is treasured</td>
<td>CF - Investigation and Design</td>
<td>Estimated project completion June 2020</td>
<td>$2,370</td>
<td>$8,800</td>
<td>$10,762</td>
<td>$0</td>
<td>$0</td>
<td>$250,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2930</td>
<td>Tin Boat Reserve - amenity improvements</td>
<td>Undertake the improvements as agreed with the local board to improve the amenity for local community users. Preferred option - provide shelter over the existing tin boat play structure; install rotating net, remove and reinstat swing set FY18/19 - undertake scoping of options for presentation to the local board FY19/20 - undertake the physical works.</td>
<td>Promoting the wellbeing of our communities through guardianship of community facilities.</td>
<td>Workshop options with local board to seek direction prior to implementation.</td>
<td>Workshop options with local board to seek direction prior to implementation.</td>
<td>CF - Investigation and Design</td>
<td>Estimated Project Completion Date May 2020</td>
<td>LD: Capex</td>
<td>$0</td>
<td>$48,000</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$48,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2516</td>
<td>Toilets - open spaces - renew - Waiake</td>
<td>Scope of works - short term (FY18/19) Purchase water treatment plant capacity for two extra pans from Watercare. 2. Install temporary “Prestige” type portaloo in Oneiroa Village this summer to increase capacity and address immediate issues. 3. Install new wayfinding signage of Oneiroa Village so people are aware of other public toilet options. 4. Install “counters” on key toilet entrances to monitor use/demand. Scope of works - Medium term (FY19/20) FY19/20 work programme - new projects. Confirm need, prepare business case, undertake design and seek necessary consents for new toilets for Oneiroa Village (or other identified priority locations). 6. Seek external funding for delivery of physical works. Recommended - long term / FY19/20 and beyond? Comprehensive toilet provision analysis to guide long term needs and inform what projects need to go through business casing. 8. Investigate feasibility and business case for boat pump out facility at Matiatia Wharf. Prepare for Watercare second Toaheke Treatment Plant expansion estimated five years away. Risk Adjusted Programme (RAP) project</td>
<td>Maintaining current service levels.</td>
<td>Workshop agreed scope of works through the stages with the local Board.</td>
<td>Workshop agreed scope of works through the stages with the local Board.</td>
<td>CF - Project Delivery</td>
<td>Not scheduled: Estimated Project Completion Date June 2023</td>
<td>ABS: Capex - Ronesaids</td>
<td>$65,000</td>
<td>$235,000</td>
<td>$300,000</td>
<td>$150,000</td>
<td>$0</td>
<td>$770,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2900</td>
<td>Tracks and pathways - renew - FY17/18 to FY18/19</td>
<td>Renewal of condition 4 and 3 walkways and tracks. Sites include for Catherine Mitchell track relocation from Huka Road. Completed tracks - Victoria Reserve, Pintuha Eukidokia Reserve, Te U-Ti-Kaara Ta Waara Reserve, Kaikoura Reserve, Mission, Makara Reserve Access way, Onehunga Sports Park (Rangihoua), FY17/18 - investigation and scoping of options for consideration for priority of delivery FY18/19 - progress physical works. This project is a multi-year funded project initiated FY16/17 programme.</td>
<td>Maintaining assets to maintain current service levels.</td>
<td>Workshop options with local board to seek direction prior to implementation.</td>
<td>Workshop options with local board to seek direction prior to implementation.</td>
<td>CF - Project Delivery</td>
<td>Project completed</td>
<td>ABS: Capex - Ronesaids</td>
<td>$721,517</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$721,517</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

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

| ID   | Activity Name                      | Activity Description                                                                 | Activity Benefits                                                                 | Further Decision Points for LB Workshop options with local board to seek direction prior to implementation | LB Plan Outcome | Lead Dept/ Unit or CCD | CF: Investigation and Design | Timeframe | Estimated Project Completion Date | Budget Source | ABS: Capex - Renewals | 2019/2020 | 2019/2020 | 2020/2021 | 2021/2022 | 2022/2023+ | Total Budget |
|------|-----------------------------------|---------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|-----------------|------------------------|-----------------------------|-----------|---------------------------|--------------|---------------------------|-------------|-------------|-------------|-------------|-------------|----------------|-----------|
| 2700 | Tracks and pathways - renewal - FY20/21 to FY21/22 - Waiheke | Renew park walkways and paths. Sites for investigation include Orakei Beach Street, Hataitai Beach Reserve, Newton Reserve - Blyth Road, Park Point walkway, Glenbrook reserve, Island Bay (Fossil Bay to Cheltenham Bay), Otekaia Bay - Duade Bay walkway. FY21/22 - investigation and scope of options for presentation to the local board. FY20/21 - undertake physical works. This project is a multi-year funded project to be initiated in the 16/17 programme. This project may be unbundled for the physical works component, to be confirmed once the investigation and design phase is complete. | Risk Adjusted Programme (RAP) project | Maintenance service levels. Workshops options with local board to seek direction prior to implementation. | Vibrant places for people | CF: Investigation and Design | Estimated Project Completion Date FY2022 | ABS: Capex - Renewals | $0 | $0 | $50,000 | $100,000 | $200,000 | $3,000 | $350,000 |
| 2709 | Tracks and pathways - renewal - FY20/21 to FY21/22 - Waiheke | Renew park walkways and paths. Further sites to be identified for inclusion - Te Whiterau Bay northern access track; Te Whiterau Bay (bays) track; Miro Rd to Cory Rd walkway - Palm Beach; Onehunga Church to Little Onorua. FY20/21 - investigation and scope of options for presentation to the local board. FY21/22 - undertake physical works. This project is a multi-year funded project to be initiated FY20/21 programme. This project may be unbundled for the physical works component, to be confirmed once the investigation and design phase is complete Risk Adjusted Programme (RAP) project | Maintenance service levels. Workshop options with local board to seek direction prior to implementation. | Vibrant places for people | CF: Investigation and Design | Estimated Project Completion Date FY2021 | ABS: Capex - Renewals | $0 | $0 | $50,000 | $100,000 | $150,000 | $300,000 | |
| 2505 | Trig Hill Walkway - Te Ati Hau (new) - Trig Hill to Awaawana | Renewal of the steep track from Trig Hill to Awaawana, to ensure it is safe and fit for purpose in all weather. FY18/19 - investigation and scope of options. FY19/20 - undertake physical works. This project is a multi-year funded project in the FY19/20 programme | Maintaining assets in service levels. Workshop options with local board to seek direction prior to implementation. | Vibrant places for people | CF: Project Delivery | Estimated Project Completion Date FY2020 | ABS: Capex - Renewals | $12,499 | $57,854 | $85,000 | $0 | $0 | $70,000 | |
| 3618 | Waiheke - new park open space structures | Renew condition 4 & 5 bridge barriers. Approximately 14 new structures include Trig Hill, Wharat Road and Whaitama Road walkways. Phase 1 involves investigation and scope of options for an increased level of service to be proposed to the local board, if appropriate. Physical works will commence in Phase 2. | Continued use of facilities/parks/asset Options to be presented to and approved by the board. Vibrant places for people | CF: Investigation and Design | Estimated Project Completion Date FY2020 | ABS: Capex - Renewals | $71,331 | $0 | $0 | $0 | $71,331 | |
| 3545 | Waiheke boat ramps and pontoon improvements | Renew operational issues and implement improvements for boat ramps and pontoons as confirmed by the board. Budget is indicative and appropriate funds to be allocated following investigation and scope of options required. | Improved facilities/parks/asset Options to be approved by the board. Transport and infrastructure | CF: Investigation and Design | Estimated Project Completion Date FY2020 | LDI: Capex | $0 | $20,000 | $0 | $0 | $20,000 | |
| 2625 | Waiheke Community Art gallery - replacement art gallery floor | Art Gallery (2 Kaurora Rd, Onorua). Replacement of gallery floor. Completion of the investigation stage will confirm the scope of work and budget required to progress physical works. The timing of the physical works is to be planned in partnership with the Art Gallery management team. | Continued use of facilities/parks/asset. Workshop options with local board to seek direction prior to implementation. | Vibrant places for people | CF: Investigation and Design | Estimated Project Completion Date FY2020 | ABS: Capex - Renewals | $0 | $0 | $0 | $70,000 | $0 | $70,000 | |
## Community Facilities: Build Maintain Renew Work Programme 2019 – 2022

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Activity Benefits</th>
<th>Further Decision Points for LB</th>
<th>Lead Dept/ Unit or CCO</th>
<th>Timeframe</th>
<th>Budget Source</th>
<th>2019/2020</th>
<th>2020/2021</th>
<th>2021/2022</th>
<th>2022/2023+</th>
<th>Total Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>2238</td>
<td>Waiheke Island Sports Club - play space renewal</td>
<td>Waiheke Island Sports Club (1 Causway Road, Waiheke) - renewal of the full play space. Community Facilities workshop - October 2018. It was agreed to renew the play space in FY22/23.</td>
<td>Maintaining current service levels.</td>
<td>Workshop options with conditions for local board to seek approval prior to implementation.</td>
<td>CF - Project Delivery</td>
<td>Estimated Project Completion Date: May 2023</td>
<td>$4,940</td>
<td>$0</td>
<td>$7,060</td>
<td>$40,000</td>
<td>$9</td>
<td>$52,000</td>
</tr>
<tr>
<td>2519</td>
<td>Waikota Tennis Club - renew tennis courts</td>
<td>Waikota Tennis Club (Orotangi Sports Club). Removal of four tennis courts with artificial turf before the summer sports season commences 2019. The project is complete and was delivered in advance of the planned timeframe.</td>
<td>Maintaining recreational facilities for the local community to enjoy.</td>
<td>Workshop design options with conditions for local board to seek approval prior to implementation.</td>
<td>CF - Project Delivery</td>
<td>Project completed November 2018</td>
<td>$152,000</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$3</td>
<td>$152,000</td>
</tr>
<tr>
<td>3376</td>
<td>Wharata Bay Planting Plan - implementation</td>
<td>Undertake the following scope of works: 1. Signage - Shopper to design two simple signs to go on the foreshore at each end and saying that this is a public reserve and the public is welcome. Wording to be agreed and approved. 2. Undertake the required resource consent (required because the proposed earth bunds constitute earthworks within the coastal protection yard. Lead - John Nash (Waikato Programme Manager) 3. GF - design team - Under a landscape plan. The existing plan will need revision. A. cabbage trees are not desirable and a list of alternatives have been provided by council's regional biodiversity team. These will need to be consulted with locals on to agree species. This will require the planting plan to be redrawn and some revisions showing what selected mature species look like B. The amount of soil needs to be calculated for the resource consent and accurate dimensions will be drawn. 4. Project delivery - Progress physical works upon approval of the resource consent and it is planting season. NOTE - the only practical machinery access is from the neighbours' place. The challenge will be to access through the boundary planting without disturbing it (which is a key condition for the neighbours consent). This will require careful consideration.</td>
<td>Natural environment and ecology is maintained.</td>
<td>Local Board to agree signage wording and landscape plan changes.</td>
<td>EF: Project Delivery Expected delivery date: June 2020</td>
<td>$0</td>
<td>$28,000</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$28,000</td>
<td></td>
</tr>
</tbody>
</table>
### Operating performance financial summary

#### Operating Performance

<table>
<thead>
<tr>
<th>$(000's)</th>
<th>FY20 Quarter 1</th>
<th>FY20</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Actual</td>
<td>Revised Budget</td>
</tr>
<tr>
<td>Net operating expenditure</td>
<td>1,551</td>
<td>1,575</td>
</tr>
<tr>
<td>Operating revenue</td>
<td>36</td>
<td>46</td>
</tr>
<tr>
<td>Community services</td>
<td>36</td>
<td>46</td>
</tr>
<tr>
<td>Operating expenditure</td>
<td>1,587</td>
<td>1,621</td>
</tr>
<tr>
<td>Community services</td>
<td>1,510</td>
<td>1,538</td>
</tr>
<tr>
<td>Environmental services</td>
<td>1</td>
<td>8</td>
</tr>
<tr>
<td>Governance</td>
<td>75</td>
<td>75</td>
</tr>
<tr>
<td>Planning</td>
<td>1</td>
<td>0</td>
</tr>
</tbody>
</table>

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

#### Commentary

Net operating expenditure* of $1.6 million is in line with the year to date operating expenditure budget.

Operating Revenue: Revenue generated through local activities in the Waiheke local board area during the first quarter of the 2019/2020 financial year was $36,000. More than half of this revenue was from the Harbormasters commercial lease ($19,300), which has expired on the 30th of September.

Operating Expenditure for the first quarter of the 2019/2020 financial year was $1.59 million, which was only 2 per cent less than the year to date budget of $1.62 million. Repairs and maintenance expenditure under the full facilities contract was $158,000 over budget, due to increased maintenance requirements as a result of one of the wettest winters on record. There was also a focus on reduction of requests for service and addressing deferred requests and higher priority new requests received. Intense moth plant and climbing asparagus control is continuing in Rangihoua. This overspend was offset by $234,000 underspend in the LDI projects.

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

During the first quarter of the 2019/2020 financial year, the board allocated $18,200 in local community grants and $22,300 in environmental grants from its LDI opex budget. There is $31,800 in local community grants and $7,400 in environmental grants for the remainder of the financial year.

The board carried forward $228,000 of LDI opex budget from 2018/2019.

The board has also received $2,300 of local filming revenue from 2018/2019, which has been added to their 2019/2020 LDI budget.

*Net operating expenditure = Operating expenditure – Operating revenue
<table>
<thead>
<tr>
<th>Item</th>
<th>Actual (Q1)</th>
<th>Revised Budget (Q1)</th>
<th>Variance (Q1)</th>
<th>Full Year (Q1)</th>
<th>Revised Budget (Q1)</th>
<th>Variance (Q1)</th>
<th>Full Year (Q1)</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACE LD Staff allocation</td>
<td>30</td>
<td>0</td>
<td>30</td>
<td>0</td>
<td>30</td>
<td>0</td>
<td>30</td>
</tr>
<tr>
<td>AVZAC</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Affordable housing assessment</td>
<td>15</td>
<td>15</td>
<td>0</td>
<td>15</td>
<td>15</td>
<td>0</td>
<td>15</td>
</tr>
<tr>
<td>Community and Social Economic Development</td>
<td>10</td>
<td>10</td>
<td>0</td>
<td>10</td>
<td>10</td>
<td>0</td>
<td>10</td>
</tr>
<tr>
<td>Community-led housing initiatives</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Eco-friendly initiatives</td>
<td>10</td>
<td>10</td>
<td>0</td>
<td>10</td>
<td>10</td>
<td>0</td>
<td>10</td>
</tr>
<tr>
<td>Ecological restoration in partnership with community</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Ecological restoration for swimming pool</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Ecological restoration for planting</td>
<td>15</td>
<td>15</td>
<td>0</td>
<td>15</td>
<td>15</td>
<td>0</td>
<td>15</td>
</tr>
<tr>
<td>Feasibility study for environmental programme</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>LB Film income</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Local community grants</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Local events fund</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Local events fund for community</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Mahia - Long term implementation of Mahia Gateway masterplan</td>
<td>3</td>
<td>3</td>
<td>0</td>
<td>3</td>
<td>3</td>
<td>0</td>
<td>3</td>
</tr>
<tr>
<td>Manukau - Long term implementation of Manukau Gateway masterplan</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Open Space management</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Open Space management initiatives</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Supporting Maori outcomes and events</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Volunteer week</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Waiting and Cycling promotion</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Youth Council</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Total Community services</td>
<td>136</td>
<td>364</td>
<td>229</td>
<td>892</td>
<td>64</td>
<td>64</td>
<td>64</td>
</tr>
<tr>
<td>Ecological restoration in partnership with community</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Ecological restoration of community</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Giant Kōrōpū protection</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Little Onehunga action plan implementation</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Sustainable Schools Project</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total Environmental services</td>
<td>0</td>
<td>7</td>
<td>7</td>
<td>85</td>
<td>6</td>
<td>6</td>
<td>6</td>
</tr>
<tr>
<td>Total Planning</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>136</td>
<td>371</td>
<td>225</td>
<td>977</td>
<td>64</td>
<td>64</td>
<td>64</td>
</tr>
</tbody>
</table>
### Capital expenditure

<table>
<thead>
<tr>
<th>$(000's)</th>
<th>FY20 Quarter 1</th>
<th>FY20</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Actual</td>
<td>Revised</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Budget</td>
</tr>
<tr>
<td>Capital expenditure</td>
<td>146</td>
<td>271</td>
</tr>
<tr>
<td>Community services</td>
<td>146</td>
<td>271</td>
</tr>
</tbody>
</table>

Note: Includes AOB and LDI

### Commentary

$146,000 was spent on capital projects in the Waiheke local board area during the first quarter of the 2019/2020 financial year. This was only about half of the year to date capital budget for Waiheke, mainly due to slower than expected delivery of the renewals work programme. The delivery should pick up pace during the remainder of the year.

Major projects in progress:

(i) Tawaipareira Reserve skate park replacement: Works going on to finalise design for the reserve. Tender for the skatepark in progress.
(ii) Onetangi Sports Park - renewal of passive area between buildings and fields: Tender is being finalised with delivery expected in the current financial year.
(iii) Rangihoua / Onetangi Reserve - Golf Club - renewal of driveway and culvert; Resource consent has been resubmitted with design amendments.
(iv) Alison Park - renew pathways: Scoping has been completed and an investigation is underway to alleviate water ponding issue.
(v) Onetangi beach: Access stairs and a ramp have been removed. Replacements are being optioned.
A consultant has begun preliminary work on beach erosion remediation.
(vi) LDI Capex projects are in various stages of delivery.

The board has $100,000 of LDI Capex left to be allocated.

Projects completed in the current financial year:

(i) Artworks Complex - Cinema Building exterior refurbishment

Projects on hold/delayed:

(i) Little Onetangi Reserve playground renewal: Delays in finalising the Little Onetangi Concept Plan has affected the delivery of this project.
### Capital Expenditure – all projects

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Year To Date ($000)</th>
<th>Full Year ($000)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Actual</td>
<td>Revised Budget</td>
</tr>
<tr>
<td>Local asset renewals programme</td>
<td>53</td>
<td>205</td>
</tr>
<tr>
<td>Locally driven initiatives (LDI Capex)</td>
<td>32</td>
<td>51</td>
</tr>
<tr>
<td>Parks - Coastal asset renewals</td>
<td>13</td>
<td>7</td>
</tr>
<tr>
<td>Greenway and walkway development</td>
<td>0</td>
<td>5</td>
</tr>
<tr>
<td>Sport development</td>
<td>7</td>
<td>3</td>
</tr>
<tr>
<td>ACE - Art facility renewals</td>
<td>41</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Community services</strong></td>
<td>146</td>
<td>271</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>145</td>
<td>271</td>
</tr>
</tbody>
</table>
Te take mō te pūrongo
Purpose of the report

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

Whakarāpopototanga matua
Executive summary

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

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

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

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

Ngā tūtohunga
Recommendations

That the Waiheke Local Board:

a) approve Attachment A Local Content for Consultation and Attachment B Local Supporting Information for Consultation.

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

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

i) Have Your Say event, 5.30pm, Wednesday, 4 March 2020 at the Waiheke Local Board office, 10 Belgium Street, Ostend

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

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

i) local board members and chairperson

ii) General Manager Local Board Services, Local Board Relationship Manager, Local Board Senior Advisor, Local Board Advisor, Local Board Engagement Advisor
any additional staff approved by the General Manager Local Board Services or the Group Chief Financial Officer.

Horopaki

Context

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

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

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

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

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

Tātaritanga me ngā tohutohu

Analysis and advice

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

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

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

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

   i) 5.30pm, Wednesday, 4 March 2020 at the Waiheke Local Board office, 10 Belgium Street, Ostend

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

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

17. The special consultative procedure requires the council to provide an opportunity for Aucklanders to present their views to the council in a manner that enables ‘spoken (or New Zealand sign language) interaction’ between the person and the council’s decision-makers or their official delegates. The recommended Have Your Say events, along with the recommended delegation, provides for this spoken interaction.
18. The decision to consult is procedural in nature and the small scale of the Have Your Say events mean any climate impacts will be negligible. These decisions are unlikely to result in any identifiable changes to greenhouse gas emissions. The effects of climate change will not impact the decisions.

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

20. Some of the proposed initiatives or projects included in the consultation content may have climate impacts. The climate impacts of any initiatives or projects Auckland Council chooses to progress with as a result of this consultation will be assessed as part of the relevant reporting requirements.

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

22. Consultation items and updates to budgets to reflect decisions and new information may include items from across the group.

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

24. Aucklanders will have the opportunity to give feedback on regional and local proposals contained in the budget. All feedback received from submitters residing in the local board area will be analysed by staff and made available for consideration by the board, prior to finalising their local board agreement.

25. Many local board decisions are of importance to and impact on Māori. Local board agreements and the Annual Budget are important tools that enable and can demonstrate the council’s responsiveness to Māori. Local board plans, which were adopted in September and October of 2017, form the basis for local priorities.

26. The approach to Māori engagement for the Annual Budget 2020/2021 will be finalized once consultation topics are confirmed, including development of bespoke materials subject to interest level of topics and confirmation of budget.

27. There is a need to continue to build local board relationships with iwi and the wider Māori community. Ongoing conversations will assist local boards and Māori to understand each other’s priorities and issues. This in turn, can influence and encourage Māori participation in the council’s decision-making processes.

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

29. Local boards must approve their local consultation content and supporting information by 13 December 2019 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


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

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>20191204 Waiheke Local Board Business Meeting - Local content for consultation</td>
<td>133</td>
</tr>
<tr>
<td>B</td>
<td>20191204 Waiheke Local Board Business Meeting - Local supporting information for consultation</td>
<td>135</td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Authorisers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Janine Geddes - Senior Local Board Advisor - Waiheke Local Board</td>
<td>Louise Mason – General Manager - Local Board Services</td>
</tr>
<tr>
<td></td>
<td>Helgard Wagener - Relationship Manager – Aotea/Great Barrier and Waiheke Local Boards</td>
</tr>
</tbody>
</table>
### Consultation document content template

<table>
<thead>
<tr>
<th>Waiheke Local Board</th>
</tr>
</thead>
<tbody>
<tr>
<td>In 2020/2021, we plan to invest $2.27 million to renew and develop assets and $5.78 million to maintain and operate assets as well as provide local programmes and initiatives.</td>
</tr>
</tbody>
</table>

#### What we've been doing

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

This year we developed the 10-year Transport Plan in alignment with the Waiheke Pathways (Greenways) Plan.

The Tawaipareira and Little Oneroa Concept Plans were approved.

We commenced the Waiheke Area Plan, and Parks Management Plans for all reserves.

We will be focussing on delivering projects from these plans in the coming years.

Community-delivered projects continue to prove successful, such as ecological restoration, housing, youth programmes, as well as our support for sustainable communities.

#### Our proposed priorities for 2020/2021

Continuing the high level of service you expect by providing quality parks and playgrounds, libraries, community and recreation facilities.

Some priorities over the next year include:

- Progressing the Mātiatia Strategic Plan
- Implementation of the Tawaipareira and the Little Oneroa concept plans
- Delivery of projects within the 10-year Transport Plan and the Waiheke Pathways (Greenways) Plan.
- Continuing environmental projects, including ecological restoration, improving the quality of our waterways and predator management.
- Monitoring numbers of visitors and managing impact.
- Supporting community-led programmes in areas such as housing, business, sustainability and youth.

We're not proposing major changes to our existing work programme for 2020/2021 as we continue to deliver the projects identified in our Local Board Plan.
Supporting information content template

Waiheke Local Board supporting information

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

Message from the chair

On behalf of the Waiheke Local Board, I am pleased to present our key proposed priorities for 2020/2021. This is our third local board agreement since the adoption of our 2017 Local Board Plan. We’re making good progress on the delivery of initiatives within that plan and are proposing no major changes to existing budgets or work programmes.

A significant achievement this year was the approval of a Memorandum of Understanding between our local board and Auckland Transport. It recognises Waiheke’s unique character and seeks more responsiveness to Waiheke-specific approaches and community views.

The Waiheke 10-year Transport Plan was finalised following community consultation and input from the Transport Forum. The plan aligns with the Waiheke Pathways (Greenways) Plan and provides a prioritised list of projects. It is up to Auckland Transport with the local board’s support to allocate funding to fulfil the plan.

We will continue to advocate to Auckland Transport, Auckland Council’s Governing Body and government to ensure ferry services are reliable and affordable.

Progressing the Mātiatia Strategic Plan remains a priority. A business case is underway to consider an allocation of $15 million for transport infrastructure. You will have further opportunity for input as the project progresses over the coming year. Development of an Area Plan for Waiheke has been progressed that will provide a 30-year vision for the future of our islands. Parks Management Plans for our reserves have also begun, including a specific plan for Onetangi/Rangihoua Reserve. Public consultation on these plans will start soon and will provide a clear direction for future focus and investment in 2020/2021.

Renewal of the skatepark at Tawaipareira Reserve is underway, and, in partnership with Ngāti Paoa we will be improving facilities in line with the Tawaipareira Concept Plan. Similarly, we will continue delivering on the Little Oneroa Concept Plan.

Programmes involving community partnerships continue to be successful. Ecological restoration, waterway quality and predator management remain priorities. We will continue support for youth and business hubs and plan to implement actions within the Sustainable Community and Visitor Strategy.

Healthy and affordable housing provision are critical challenges, and we intend to implement actions identified in the board’s Housing Strategy.

We’ll also be relying on community input to create our new three-year Local Board Plan for adoption in October. Climate change mitigation and readiness must be at the heart of our thinking. Additionally, this plan will extend on successful projects, continue implementation of existing projects and introduce new community priorities.

We look forward to hearing whether you think your local board is heading in the right direction

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

In 2020/2021 to deliver on our priorities we plan to invest $2.17 million to renew and develop assets and $5.78 million to maintain and operate assets as well as provide local programmes and initiatives. The budget in the local area is allocated as follows:
### Key areas of spend

<table>
<thead>
<tr>
<th>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>$XXm</td>
</tr>
<tr>
<td>Capital spend 2020/2021</td>
<td>$XXm</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

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

#### OPEX

<table>
<thead>
<tr>
<th>Location</th>
<th>Project</th>
</tr>
</thead>
<tbody>
<tr>
<td>Surfdale Hall</td>
<td>Youth Hub Surfdale</td>
</tr>
<tr>
<td>Te Matuku (Love our Wetlands programme)</td>
<td>Ecological Restoration</td>
</tr>
</tbody>
</table>

#### CAPEX

<table>
<thead>
<tr>
<th>Location</th>
<th>Project</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mātiatia</td>
<td>Mātia Masterplan</td>
</tr>
<tr>
<td>Tawaipareira Reserve</td>
<td>Tawaipareira skatepark and Concept Plan delivery</td>
</tr>
<tr>
<td>Little Oneroa Reserve</td>
<td>Little Oneroa Concept Plan delivery</td>
</tr>
<tr>
<td>The Causeway (and across the island)</td>
<td>10-year Transport Plan and Pathways Plan delivery</td>
</tr>
</tbody>
</table>

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

### What do you think?

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

That the Waiheke Local Board:

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

**Horopaki Context**

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

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

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

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

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

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

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

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

   14 Childcare allowance

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

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

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

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

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

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

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

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

Tātaritanga me ngā tohutohu
Analysis and advice

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

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

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

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

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

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

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

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

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

Childcare allowance

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

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

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

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

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

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

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

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

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

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

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.

30. The number of Auckland Council elected members who will be eligible to claim this allowance is unknown. LGNZ statistics show that approximately 6 per cent of elected members are 40 years of age or below\(^1\). On that basis, the cost to Auckland Council, if 6 percent of members (10 members) claimed the allowance, would be $60,000 (assuming one child each).

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.

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

---

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

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>20191204 Waiheke Local Board Business Meeting - Draft Auckland Council Elected Member Expense Policy</td>
<td>143</td>
</tr>
<tr>
<td>B</td>
<td>20191204 Waiheke Local Board Business Meeting - Summary of local board feedback on the Remuneration Authority’s discussion paper on childcare allowances</td>
<td>161</td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Warwick McNaughton - Principal Advisor - Democracy Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Marguerite Delbet - General Manager - Democracy Services</td>
</tr>
<tr>
<td></td>
<td>Helgard Wagener - Relationship Manager – Aotea/Great Barrier and Waiheke Local Boards</td>
</tr>
</tbody>
</table>
AUCKLAND COUNCIL

ELECTED MEMBERS' EXPENSE POLICY

Month/2019

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

V 1.0
Version control
V1.0 – Presented to and approved by the Governing Body on (date).

– Approved by the Remuneration Authority on (date).
**Table of contents**

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

1.1 The purpose of this policy is to:

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

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

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

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

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

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

2 Overarching principles

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

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

2.3 To be reimbursable, expenses must:

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

3 Allowances and benefits

General provisions

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

Communication technology

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

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

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

Childcare allowance

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

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

3.7 The allowance is only claimable:

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

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

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

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

4 Health, Safety and Well-being

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

**Flu vaccinations**

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

**Ergonomic assessments**

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

**Personal support**

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

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

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

5 Travel rules and processes

**Booking travel**

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

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

**Mixing business and private travel**

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

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

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

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

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

6 Land and sea transport

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

Parking at home office

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

Travel around Auckland

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

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

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

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

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

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

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

Taxis and rental cars

6.10 Taxis are not the preferred mode of transport around Auckland due to cost. However, a taxi or a car sharing, or pooling scheme can be used for safety/security reasons or if other means of travel are more costly, impractical or an inefficient use of time. Elected members who choose to use a taxi or a car sharing, or pooling scheme must pay for the fare and claim the cost, detailing the reason for use.
Elected members' expense policy

6.11 A rental or private car can be used by elected members for work-related travel outside the Auckland region if other means of travel are more costly, impractical or an inefficient use of time. The class of the car should be the most economical considering the requirements of the trip (e.g. length of journey, number of passengers).

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

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

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

7 Air travel

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

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

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

8 Accommodation

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

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

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

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

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

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

9 **Travel expenses**

*Travel expenses reimbursed*

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

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

9.3 For overseas travel, reimbursable expenses are subject to the daily expense guideline rates for the country of travel. Guideline rates are published on the council intranet. The council uses the [guideline rates of Ministry of Foreign Affairs and Trade](https://www.mfat.govt.nz).

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

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

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

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

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

Travel expenses not reimbursed

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

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

Other international travel expenses

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

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

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

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

**10 Travel insurance**

**Coverage**

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

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

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

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

**Provisions for pre-existing medical conditions**

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

**Claims procedure**

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

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

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

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

11 Professional development programmes and conferences

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

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

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

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

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

12 Catering, hospitality and entertainment

Principles

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

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

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

Catering

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

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

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

Civic receptions/functions and official delegations

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

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

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

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

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

Hosting official visitors

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

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

Flowers and gifts

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

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

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

13 Approval process

Approval for local and domestic travel including expense claims

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

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

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

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

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

Approval for international travel

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

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

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

**Approval of expense claims post international travel**

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

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

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

**Claiming expenses**

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

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

expenses to 30 June of that financial year.

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

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

14 Breach of expense and reimbursement rules

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

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

<table>
<thead>
<tr>
<th>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-Ōtāhuhu Local Board</td>
<td>That the Māngere-Ōtāhuhu Local Board:</td>
</tr>
<tr>
<td></td>
<td>a) endorse the draft submission on the Remuneration Authority's proposed policy on childcare allowances.</td>
</tr>
<tr>
<td>Local Board</td>
<td>Proposal</td>
</tr>
<tr>
<td>-------------------------------------</td>
<td>---------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Maungakiekie-Tāmaki Local Board</td>
<td>That the Maungakiekie-Tāmaki 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>Ōrākei Local Board</td>
<td>That the Ōrākei Local Board note the draft submission on the Remuneration Authority’s proposed policy on childcare allowances.</td>
</tr>
<tr>
<td>Ōtara-Papatoetoe Local Board</td>
<td>That the Ōtara-Papatoetoe Local Board:</td>
</tr>
<tr>
<td></td>
<td>a) endorse the draft submission on the Remuneration Authority’s proposed policy on childcare allowances.</td>
</tr>
<tr>
<td>Papakura Local Board</td>
<td>That the Papakura Local Board:</td>
</tr>
<tr>
<td></td>
<td>a) receive the draft submission on the Remuneration Authority’s proposed policy on childcare allowances.</td>
</tr>
<tr>
<td>Pukatapapa Local Board</td>
<td>That the Pukatapapa Local Board:</td>
</tr>
<tr>
<td></td>
<td>a) endorse the draft submission on the Remuneration Authority’s proposed policy on allowances.</td>
</tr>
<tr>
<td></td>
<td>b) request the Remuneration Authority to develop a policy on paid parental leave for elected members</td>
</tr>
<tr>
<td></td>
<td>c) seek a legislative change to the Citizens Regulations Act 2002 to also enable deputy chairs to take the oath of allegiance/affirmation at Citizenship Ceremonies.</td>
</tr>
<tr>
<td>Rodney Local Board</td>
<td>That the Rodney Local Board:</td>
</tr>
<tr>
<td></td>
<td>a) do not endorse the draft submission on the Remuneration Authority’s proposed policy on childcare allowances, and provide the following feedback to the Remuneration Authority:</td>
</tr>
<tr>
<td></td>
<td>i) The elected members fee is an honorarium, not a salary, and elected members are expected to meet their own costs while serving on a local board</td>
</tr>
<tr>
<td></td>
<td>ii) The elected member honorarium does not include provision for any leave entitlements or other benefits, save for mileage travel expenses which are universally claimable in the course of business, so singling out childcare allowances is arbitrary and not in keeping with an honorarium</td>
</tr>
<tr>
<td></td>
<td>iii) Standing for local government is a community service, not a career path, and all elected members incur hardship of one sort or another, a better focus would be amending the current policies which negatively impact elected members in rural areas who travel vast distances but have a capped sum on the amount of mileage that can be claimed annually</td>
</tr>
<tr>
<td></td>
<td>iv) If the Remuneration Authority considers that additional benefits should be payable to elected members to encourage more people to stand for election they would be better off increasing the honorarium for all, not allowances for some</td>
</tr>
<tr>
<td></td>
<td>v) There are other methods available to elected members who wish to recover childcare costs, including tax deductions or other mechanisms through IRD which will not unfairly burden the Auckland ratepayer like the Remuneration Authority proposal will</td>
</tr>
</tbody>
</table>
| Upper Harbour Local Board | That the Upper Harbour Local Board:  
| a) receive the draft Auckland Council submission and report on the Remuneration Authority’s proposed policy on childcare allowances. |
| Waiheke Local Board | That the Waiheke Local Board:  
| a) supports the proposed policy on childcare allowances and provides the following feedback:  
| • the provision of the allowance may encourage greater diversity in those standing for election in Auckland. Currently the remuneration provided is not adequate to cover childcare costs for council work time required.  
| • the policy cap of $6,000 would be a cost to Auckland Council of $60,000, based on approximately 6 per cent of elected members being 40 years of age or below. However, it is noted that currently young candidates are predominantly under 25 and tend not to have children, and there are fewer aged between 25-50, possibly due to the need for childcare.  
| • the wording should indicate more clearly that the payment is for childcare costs that are necessary for the member to undertake council duties.  
| • the following conditions are commented on:  
| (i) the subsidy should pay a living wage if that is what is being paid but should not be greater than the actual expense.  
| (ii) childcare should be based on the hours required per day for council business, rather than an 8-hour limit in any 24-hour period. Business meetings together with workshops on the same day can be more than 8 hours per day.  
| • the following conditions are supported:  
| (iii) the child is under 14 years.  
| • the purpose should more clearly reflect that the expense is a necessary expense for the member to attend council duties.  
| • the subsidy should be linked to the work expectation of the role. If the expectation of a board member is 20-25 hours/week, that is what should be subsidised.  
| • It is easier to subsidise a fixed amount of time in a childcare facility, than to pay someone on an hourly rate for childcare. Paying only for meeting hours is probably counter-productive. |
| Waitakere Ranges Local Board | That the Waitakere Ranges Local Board:  
| a) delegate to Deputy Chairperson S Toms and member S Coney to prepare the draft submission on the Remuneration Authority’s proposed policy on childcare allowances. |
| Waitamata Local Board | That the Waitamata Local Board:  
| a) endorse the draft submission on the Remuneration Authority’s proposed policy on childcare allowances subject to an amendment that the local board supports reimbursement of the actual child care payment up to a maximum of the hourly living wage with the $6,000 annual limit increased proportionately. |
| Whau Local Board | That the Whau Local Board:  
| a) endorse the draft submission on the Remuneration Authority’s proposed policy on childcare allowances.
Adoption of a business meeting schedule
File No.: CP2019/19040

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

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

Ngā tūtohunga
Recommendations
That the Waiheke Local Board:
a) adopt the meeting schedule outlined below for the 2019-2022 electoral term:

<table>
<thead>
<tr>
<th>Year</th>
<th>Date (4th Wednesday of the month)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020</td>
<td>29 January</td>
</tr>
<tr>
<td></td>
<td>26 February</td>
</tr>
<tr>
<td></td>
<td>25 March</td>
</tr>
<tr>
<td></td>
<td>22 April</td>
</tr>
<tr>
<td></td>
<td>6 May – (due to Local Board Agreement time frames)</td>
</tr>
<tr>
<td></td>
<td>27 May</td>
</tr>
<tr>
<td></td>
<td>17 June – 3rd Wednesday of the month (due to Local Board Agreement time frames)</td>
</tr>
</tbody>
</table>
b) agree to commence business meetings at 5.15pm to be held at the Waiheke Local Board office located at 10 Belgium Street, Ostend, Waiheke. Public forum and deputations will be scheduled in the early part of the business meeting, to enable participation by the public and stakeholders in the democratic process.

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

Ngā tāpirihanga

Attachments

There are no attachments for this report.
Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Anna Bray - Policy and Planning Manager - Local Board Services</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Janine Geddes - Senior Local Board Advisor - Waiheke Local Board</td>
</tr>
<tr>
<td>Authorisers</td>
<td>Louise Mason – General Manager - Local Board Services</td>
</tr>
<tr>
<td></td>
<td>Helgard Wagener - Relationship Manager – Aotea/Great Barrier and Waiheke Local Boards</td>
</tr>
</tbody>
</table>
Chairperson's report

Te take mō te pūrongo
Purpose of the report
1. To provide Chairperson Cath Handley with an opportunity to update the local board on the projects and issues she has been involved with and to draw the board's attention to any other matters of interest.

Ngā tūtohunga
Recommendation
That the Waiheke Local Board:
a) note the report from Chairperson Cath Handley.

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>20191204 Waiheke Local Board Business Meeting - Chair Cath Handley's Report</td>
<td>171</td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Dileeka Senewiratne - Democracy Advisor Waiheke Local Board</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Louise Mason – General Manager - Local Board Services</td>
</tr>
<tr>
<td></td>
<td>Helgard Wagener - Relationship Manager – Aotea/Great Barrier and Waiheke Local Boards</td>
</tr>
</tbody>
</table>
Chairperson’s report to 28 November 2019

Waiheke Local Board

Ngā mihi Waiheke

It is an honour to have been re-elected by our community and to have been reappointed Chair of the board. I am delighted to be working with all board members and I’m particularly looking forward to sharing some of the workload with Bob Upchurch, our new Deputy Chair. The new board members, Kylee Matthews and Robin Tucker, have hit the ground running and are already making valued contributions to debate with fresh thinking.

Our Chilean residents and visitors

It is timely to acknowledge this very confronting time for our significant population from Chile. The protests in Chile over inequality and a shortfall in social services have left at least 26 dead and thousands injured. The capital’s public transport system has been crippled and billions lost in private business. Riots have erupted in other countries across Latin America, including Colombia, Ecuador and Bolivia in recent weeks as regional unrest has spiralled into violence and demands for broad-based reforms. For those on Waiheke we acknowledge your concerns for your families, friends and for your own democracies, and wish you well.

Planning

In terms of board priorities, we will immediately return to the major planning projects that were the subject of intensive work for the prior board and which are now being handed over — namely:

- The draft Waiheke Area Plan. That plan will prefigure the next thirty years decision-making for Waiheke Island and Rakino, as well as the other islands within our rohe. It will also inform the replacement of the Hauraki Gulf Island District Plan that is currently in place, and the future transition of the Haruaki Gulf Islands into the Unitary Plan.
- The Waiheke Reserves Management Plan
- The Rangihoua Onetangi Sports Park Management Plan

Additionally, the board has begun considering the content and approach for the draft Local Board Plan 2020-2024.

All of these plans will be fully consulted with the community in 2020, and considerable effort will have to be made on our part, working with council staff, to avoid both duplication of effort and consultation fatigue on the part of our community.

Events

The chair attended both the opening and closing events of the recent 10th Waiheke Walking Festival. Record numbers of walkers took part this year and anecdotal reports are of a varied, well managed, safe and interesting programme. The prior board’s funding was well placed in my view, with so many locals enjoying the varied landscapes and challenges along with visitors, many of whom added economic value by staying overnight. Congratulations to so many volunteers, the professional management team, walk leaders and landowners who collaborated to ensure such a success, as well as the participants.

This week and prior to the business meeting, Waiheke will have once again hosted an uplifting and varied Christmas event. The local board is the major funder of this event and we sincerely thank the organizer, Tanya Batt and the Once Upon an Island Trust for their enormous efforts and talented
community leadership along with all of those participating to bring our families Te Ara Kiritihemte: The Path of Christmas on Saturday 30th November.

Aged Care

The community has once again mobilized around the need to address service gaps for aged care on the island. The chair attended a large gathering at Seaside Sanctuary initiated by Anne Sutton on Sunday 3rd November. From that formative start groups have formed to pursue various aspects of the major themes of that meeting. It is anticipated that these will return at some stage to the board for support consistent with the board’s commitments in its local board plan and its housing strategy.

APTR

To date there has been no outcome to the court case on the lawfulness of council’s Accommodation Providers Targeted Rate. However, in order for council’s governing body to review Waiheke’s classification in Tier B and to move that to Tier C (no APTR) the local board must present the issue prior to the governing body moving through the annual planning/budget process for the next financial year. To that end the chair is corresponding with the Mayor’s office and attending the Finance and Performance Committee workshops to ensure both are clear that the Waiheke Local Board and the Waiheke online providers will raise this challenge within this budgetary cycle for deliberation by the governing body.

Visitor Levy

The current Local Board Plan includes a commitment to explore a visitor levy for Waiheke. Of note Queenstown will implement its own bed tax (quite different from the APTR in structure) with central government support, the funding from which goes back to Queenstown’s council. By contrast funding from the APTR goes to ATEED, not to Waiheke infrastructure.

In next year’s council budget, the Auckland Botanic Gardens are seeking to institute a $20 levy on international visitors, similar to that imposed by the Auckland Gallery and the War Memorial Museum. In that context the chair has raised consideration of the issue of a Waiheke visitor levy with the Finance and Performance Committee.

Meanwhile ATEED has informally offered to work on a business case for infrastructure spending to meet visitor demand, and that now needs to be progressed within the structure of a relationship agreement between the board and ATEED.

Open workshops

The board will deliberate on whether or not to open their weekly workshops to the public. During the election campaign I stated that I had an open mind on the issue and would wish to see how the two north shore boards had fared since instituting open workshops. To that end I attended the Devonport-Takapuna Business meeting on 19 Nov where the matter was debated, and consequently that board voted to reinstate closed meetings. I have also discussed the issue with the chair of the Kaipatiki Board. I will bring observations to the debate.

It was disappointing to see an unsolicited council staff member’s email to our board members litigated in the Gulf News editorial, and, as I understand it, in social media. The email has no status in our debate as it is a personal opinion piece and is not a council report as such and should not have been publicly shared by a board member.
Transport

1. AT has begun some road works for the new summer trial at Matiatia endorsed by the prior local board in the last week of the elections. That saw a U-turn in board opinion forced by a public petition, on where the public pick-up/drop-off would be relative to a new taxi rank. Parking being displaced in the front car park for the summer period has been adequately replaced by more parking at the rear in the old rental car lease area.

2. The new bus network has gone live and its effectiveness will be reviewed by AT after at least three months in early 2020. Residents serviced by the prior route through Wharf Road remain active in protest against the lack of consultation on that route and its changes, and have secured a speaking slot in the AT Board meeting and again at the forthcoming local board meeting. A public meeting to discuss the issues with AT and the local board members was requested by the chair and is now scheduled for Tuesday 17th.

This is both the first Business meeting for the new board and the last for the calendar year. It is important for us to acknowledge our community as we approach Christmas. For all those who are volunteering at festive events for the community, and helping make this a special time for others, our thanks for your remarkable generosity and our best wishes for your own holy days and holidays.

Meri Kirihimete me te Hape Nū i a

Cath

Cath Handley
Te take mō te pūrongo
Purpose of the report
1. To present the Waiheke Local Board with its updated governance forward work calendar.

Whakarāpopototanga matua
Executive summary
2. The Waiheke Local Board Governance Forward Work Calendar 2019 - 2022 is appended to the report as Attachment A. The calendar is updated monthly, reported to business meetings and distributed to council staff for reference and information only.
3. The governance forward work calendars were introduced in 2016 as part of Auckland Council’s quality advice programme and aim to support local boards’ governance role by:
   • ensuring advice on meeting agendas is driven by local board priorities
   • clarifying what advice is expected and when
   • clarifying the rationale for reports.
4. The calendar also aims to provide guidance for staff supporting local boards and greater transparency for the public.

Te tūtohunga
Recommendation
That the Waiheke Local Board:
a) receive its Governance Forward Work Calendar for the political term 2019 - 2022 dated December 2019.

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1</td>
<td>20191204 Waiheke Local Board Business Meeting - Governance Forward Work Calendar</td>
<td>177</td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Dileeka Senewiratne - Democracy Advisor Waiheke Local Board</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Louise Mason – General Manager - Local Board Services Helgard Wagener - Relationship Manager – Aotea/Great Barrier and Waiheke Local Boards</td>
</tr>
<tr>
<td>Meeting (workshop or business meeting)</td>
<td>Date</td>
</tr>
<tr>
<td>---------------------------------------</td>
<td>------------</td>
</tr>
<tr>
<td>Workshop</td>
<td>Wed 4 December</td>
</tr>
<tr>
<td>Libraries Introduction</td>
<td></td>
</tr>
<tr>
<td>Matiatia Strategic Plan Update</td>
<td></td>
</tr>
<tr>
<td>Agenda runthrough</td>
<td></td>
</tr>
<tr>
<td>Business Meeting</td>
<td>Wed 4 December</td>
</tr>
<tr>
<td>Workshop</td>
<td>Wed 11 December</td>
</tr>
<tr>
<td>Stormwater Projects</td>
<td></td>
</tr>
<tr>
<td>Kahui Creative Waiheke</td>
<td></td>
</tr>
<tr>
<td>Omnibus Parks Management Plan</td>
<td></td>
</tr>
<tr>
<td>Rangihoua / Onetangi Sports Park management plan</td>
<td></td>
</tr>
<tr>
<td>Workshop</td>
<td>Wed 18 December</td>
</tr>
<tr>
<td>Update on Harbourmasters lease and Building removal</td>
<td></td>
</tr>
<tr>
<td>Briefing on Resource Consent comments</td>
<td></td>
</tr>
<tr>
<td>LUNCH</td>
<td></td>
</tr>
<tr>
<td>Local Board Plan</td>
<td></td>
</tr>
<tr>
<td>Update on Quarterly Report by RFA</td>
<td></td>
</tr>
<tr>
<td>Forum</td>
<td>Date</td>
</tr>
<tr>
<td>---------------------</td>
<td>----------------------</td>
</tr>
<tr>
<td>Business meeting</td>
<td>Wed 29 January 2020</td>
</tr>
<tr>
<td>Workshop</td>
<td>February/March 2020</td>
</tr>
<tr>
<td>Business meeting</td>
<td>Wed 26 February 2020</td>
</tr>
<tr>
<td>Business meeting</td>
<td>Wed 26 February 2020</td>
</tr>
<tr>
<td>Workshop</td>
<td>March 2020</td>
</tr>
<tr>
<td>Workshop</td>
<td>March 2020</td>
</tr>
<tr>
<td>Workshop</td>
<td>March 2020</td>
</tr>
<tr>
<td>Business meeting</td>
<td>Wed 25 March 2020</td>
</tr>
<tr>
<td>Business meeting</td>
<td>March/April 2020</td>
</tr>
</tbody>
</table>
Te take mō te pūrongo

Purpose of the report

1. To note the Waiheke Local Board proceedings taken at the workshops held on 10 October 2019 and 13 and 22 November 2019.

Whakarāpopototanga matua

Executive summary

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

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

4. The record of proceedings for the local board’s workshops held on 10 October 2019 and 13 and 22 November 2019 are appended to the report.

Te tūtohunga

Recommendation

That the Waiheke Local Board:

a) note the record of proceedings for the local board workshops held on 10 October 2019 and 13 and 22 November 2019.

Ngā tāpirihanga

Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1</td>
<td>20191204 Waiheke Local Board Business Meeting - Record of Workshop Proceedings</td>
<td>181</td>
</tr>
</tbody>
</table>

Ngā kaihaina

Signatories

Author          Dileeka Senewiratne - Democracy Advisor Waiheke Local Board

Authorisers    Louise Mason – General Manager - Local Board Services
                Helgard Wagener - Relationship Manager – Aotea/Great Barrier and Waiheke Local Boards
Waiheke Local Board Workshop proceedings

Workshop record of the Waiheke Local Board held in the Waiheke Local Board Office, 10 Belgium Street, Ostend on Thursday 10 October 2019, commencing at 9.00am.

**PRESENT**
- **Chairperson:** Cath Handley
- **Members:** Shirin Brown, Bob Upchurch
- **Absent:** John Meeuwsen, Paul Walden
- **Also present:** Helgard Wagener, Janine Geddes, Mark Inglis, Dileeka Senewiratne and John Nash

<table>
<thead>
<tr>
<th>Workshop Item</th>
<th>Governance role</th>
<th>Summary of Discussions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Area Plan Working Party discussion</strong></td>
<td>Define board position and feedback</td>
<td>Members used this time to discuss a number of local issues.</td>
</tr>
<tr>
<td>Michele Perwick (Principal Planner – Plans and Places)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Peter Vani (Team Leader – Planning)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Warren Maciennan (Manager Planning – North/West Plans and Places)</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Auckland Transport - 10 Year Transport Plan</strong></td>
<td>Define board position and feedback</td>
<td>Members were provided with an update on the 10 Year Transport Plan.</td>
</tr>
<tr>
<td>Andrew McGill (Head of Integrated Network Planning) &amp; Alison Rust (Transport Planner)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jonathan Anyon (Elected Member Relationship Manager)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Application for subdivision at 88A Onetangi Road</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Brad Allen (Team Leader – Resource Consents (Hauraki Gulf Islands) – via skype</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Josephine Orange (Senior Planner + processing planner assessing this consent)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Define board position and feedback</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Resource Consents Officers facilitated questions that the board had on this item.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The workshop concluded at 3:30pm
Waiheke Local Board Workshop proceedings

Workshop record of the Waiheke Local Board held in the Waiheke Local Board Office, 10 Belgium Street, Ostend on Wednesday 13 November 2019, commencing at 9.00am

PRESENT
Chairperson: Cath Handley
Members: Bob Upchurch
Kylee Matthews
Robin Tucker
Absent: Paul Walden
Also present: Helgard Wagener, Janine Geddes, Mark Inglis, Fiona Gregory

<table>
<thead>
<tr>
<th>Workshop item</th>
<th>Governance role</th>
<th>Summary of Discussions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Board member discussion</td>
<td></td>
<td>Members used this time to discuss a number of local issues.</td>
</tr>
<tr>
<td>Week 5 Induction</td>
<td>Introductions</td>
<td>Board members were provided with an introduction regarding the following areas:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Infrastructure and Environmental Services (I&amp;ES)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Community Facilities (CF)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Arts Culture and Events (ACE)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Parks and Recreation Services (PRS)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Iwi and Treaty settlements (video)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Appointments to external organizations</td>
</tr>
<tr>
<td>Janine Geddes,</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Senior Local Board</td>
<td></td>
<td></td>
</tr>
<tr>
<td>advisor Prasanthi</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cottingham, Relationship</td>
<td></td>
<td></td>
</tr>
<tr>
<td>coordinator, I&amp;ES</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rodney Klaassen,</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Stakeholder advisor,</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CF</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Katrina Morgan,</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Work programme lead, CF</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jody Morley, Manager</td>
<td></td>
<td></td>
</tr>
<tr>
<td>project delivery, CF</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kara Burn, Project</td>
<td></td>
<td></td>
</tr>
<tr>
<td>manager, CF</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bridget Velvin, Delivery coordinator, CF</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sue Gluskie, Delivery coordinator, CF</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gert van Staden, Lease coordinator, CF</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fiona Gregory, Strategic Broker, ACE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Marieke Numan, Arts &amp; Culture advisor, ACE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Agus Castro Pons, Grants advisor</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ben Kettell, Event facilitator</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Louella Pitt, Manager events facilitation</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| 2020-2021 Local Board Agreement / Work Programme - Workshop 1 | Define board position and feedback | The board provided feedback during the Local Board Agreement / Work programme presentation. |

The workshop concluded at 4pm
Waiheke Local Board Workshop proceedings

Workshop record of the Waiheke Local Board held in the Waiheke Local Board Office, 10 Belgium Street, Ostend on Wednesday 22 November 2019, commencing at 9.00am

PRESENT
Chairperson: Cath Handley
Members: Bob Upchurch
         Kylee Matthews
         Robin Tucker
Absent: Paul Walden
Also present: Helgard Wagener, Janine Geddes, Mark Inglis, and Dileeka Senewiratne

<table>
<thead>
<tr>
<th>Workshop Item</th>
<th>Governance role</th>
<th>Summary of Discussions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Board member discussion</td>
<td></td>
<td>Members used this time to discuss a number of local issues.</td>
</tr>
<tr>
<td>Local Board Plan workshop 1</td>
<td>Informal dissemination</td>
<td>Members were provided with a briefing on the Local Board Plan.</td>
</tr>
<tr>
<td>Janine Geddes, Senior Local Board advisor</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Discussion on appointments to external organisations and lead roles</td>
<td>Define board position and feedback</td>
<td>Members reviewed external appointments to community organisations and provided feedback on areas of interest.</td>
</tr>
<tr>
<td>Janine Geddes, Senior Local Board advisor</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Quick Response Community Grants Round</td>
<td>Define board position and feedback</td>
<td>Members reviewed applications for the quick response grants round prior to decision-making at the December board meeting.</td>
</tr>
<tr>
<td>Agus Castro Pons, Grants advisor</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sustainable Community and Tourism Strategy</td>
<td>Informal dissemination</td>
<td>Members were provided with a briefing on the Project Forever Waiheke, Sustainable Community and Tourism Strategy.</td>
</tr>
</tbody>
</table>
Item 29

<table>
<thead>
<tr>
<th>Janine Geddes, Senior Local Board advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Project Forever Waiheke</strong></td>
</tr>
<tr>
<td>Pam Oliver, Peter Wills, Project Forever Waiheke</td>
</tr>
<tr>
<td>Informal dissemination</td>
</tr>
<tr>
<td>Pam provided board members with an update on the project.</td>
</tr>
</tbody>
</table>

The workshop concluded at 2.20pm
ATTACHMENTS

Item 9.6  Attachment A  20191204 Waiheke Local Board Business Meeting - Public Forum - Letter  Page 189
1 November 2019

Dear Waiheke Local Board Members

Matiatia Plan Project

Direction Matiatia Inc (DMI) congratulates you all on your election to the new Waiheke Local Board. You will all be looking forward to your community representation, governance and other roles and dealing with current and future challenges facing the Waiheke.

DMI seeks an early meeting with you to discuss the progress and eventual completion of the Matiatia Project and the trial arrangements at Matiatia relating to traffic / pedestrian congestion planned for this high visitor summer season. We suggest this meeting could occur at an early Workshop of the Local Board.

DMI was pleased to see that during the election campaign there was positive support for and desire to complete the Matiatia Plan project. DMI considers it important that, as for the previous Local Board, the Matiatia Plan project remains the Board’s No.1 priority, is progressed as an OLI (One Local Initiative) and is included in the Board’s 3 year work plan.

It has been nearly 4 years since the Matiatia Plan project commenced. As the Board will appreciate, Matiatia is facing a myriad of current and future demands on its economic, cultural, social and environmental wellbeing. DMI believes it is critical that the Matiatia Plan is completed quickly to guide the long-term future development and management of Matiatia in a sustainable manner.

To this point, we want to discuss DMI’s continued involvement with the project and explain how we see progress being expedited. In particular, we consider that AT’s intended transport business case solutions / options work should be undertaken jointly with the non-transport solutions / options work rather than the latter awaiting completion of the former. Hopefully, the previous Local Board’s decision of 25 July 2019 is sufficiently flexible to accommodate this approach. Importantly, such an approach would allow the community to consider and respond to an integrated package of design concepts / options during the consultation phase. There are other advantages to this approach which we can elaborate on when we meet. If this approach is adopted DMI would also want to be involved in any process developed by AT for the transport-related work rather than just having stakeholder status.

DMI unequivocally recognises the cultural importance of Matiatia to Ngati Paoa, particularly the foreshore and other land contained within the white line on the proposed land-use precincts map the previous Local Board considered. It is understood that the Maori Land Court has yet to decide which party – the Ngati Paoa Iwi Trust or the Ngati Paoa Trust Board - will have standing on resource management matters. Following this it is expected that Ngati Paoa will develop its position on Matiatia, particularly on the land within the white line which is designated as culturally significant. We support the progression of the Matiatia Project Plan while leaving this area out of the development discussions, focusing on the planning for the balance of Council/AT land until this situation has stabilised.

www.directionmatiatia.com
Direction Matiatia Incorporated. c/o Chairperson, 46 Hill Road, Palm Beach, Waiheke Island
DMI was disappointed not to be consulted on the initial proposed trial arrangements relating to traffic / pedestrian congestion at Matiatia given our lengthy involvement with the Matiatia Plan project. Furthermore, DMI questions why AT did not develop the proposed trial arrangements much earlier in the year to allow proper and meaningful community consultation? The lack of consultation ultimately resulted in the initial proposals giving the transport / tourism operators and their customers a monopoly on the Keyhole during the trial. DMI would certainly not have supported this based on the results of the 2016 community survey, the various stakeholder workshops and the agreed principles and desired outcomes to guide the Matiatia Plan. In future we would be expected to be invited to meetings of this nature, given our familiarity and commitment to seeing good outcomes for Matiatia.

Nonetheless, we support the need for a trial as a component of work to inform later transport solutions / options under Stage 2 of the Plan. The trial must be properly monitored to ensure the outcomes are effectively measured and evidenced based rather than being anecdotal. Unfortunately, from what we understand, there has, to date, been no effective monitoring and reports of the trials that have taken place. We need reliable data to guide actions in this space into the future. Therefore, we are pleased that AT is to monitor the trial including using CCTV cameras. Time phased cameras used by DMI provided essential evidence for our case against the proposed marina at Matiatia. It is too late now but ideally, traffic / pedestrian congestion on Labour Day weekend should have been monitored to provide some base data to compare the outcomes of the proposed trial against.

Before AT has completed the trial, we understand it intends to hold 4 public consultation meetings. We suggest that results of the completed trial plus the feedback from the 4 meetings should be explained and discussed at a further public meeting in April next year. The wider community has a real interest in what happens at Matiatia. The recent 1,043 person petition aptly showed this in relation to the initial proposed trial arrangements, as did the response to the 2016 community survey on the future of Matiatia. Our suggested additional meeting would ensure that the community receives the full outcomes of the trial to provide additional feedback on and thereby assist development of design options under Stage 2 of the Matiatia Plan.

In conclusion, DMI believes that to date it has made a positive contribution to the development of the Matiatia Plan, particularly in ensuring that the community and certain stakeholders have been involved. We want to continue to work with the Local Board, AT, AC and Ngati Paoa and achieve the completion of a Plan which will have the wide support of the community in its many guises.

The DMI Executive Committee looks forward to meeting the new Local Board and discussing the matters raised in this letter relating to advancing the completion of the Matiatia Plan.

Yours sincerely,

David Smith
Chairperson, DMI

www.directionmatiatia.com
Direction Matiatia Incorporated. c/o Chairperson, 46 Hill Road, Palm Beach, Waiheke Island