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

**Date:** Monday, 20 April 2020  
**Time:** 6:00pm  
**Venue:** This meeting will be held virtually by Skype for Business

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**Howick Local Board**  
**OPEN AGENDA**

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**MEMBERSHIP**

Chairperson  
Adele White  
Deputy Chairperson  
John Spiller  
Members  
Katrina Bungard  
Bo Burns  
David Collings  
Bruce Kendall  
Mike Turinsky  
Bob Wichman  
Peter Young, JP

(Quorum 5 members)

Vanessa Phillips  
Democracy Advisor

10 April 2020

Contact Telephone: 021 891 378  
Email: vanessa.phillips@aucklandcouncil.govt.nz  
Website: www.aucklandcouncil.govt.nz

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**Note:** The reports contained within this agenda are for consideration and should not be construed as Council policy unless and until adopted. Should Members require further information relating to any reports, please contact the relevant manager, Chairperson or Deputy Chairperson.
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1  Welcome
The Chair will open the meeting and welcome everyone present.

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 Howick Local Board:
a) confirm the ordinary minutes of its meeting, held on Monday, 16 March 2020, including the confidential section, as a true and correct record.

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

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

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

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

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

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

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

10 Extraordinary Business
Section 46A(7) of the Local Government Official Information and Meetings Act 1987 (as amended) states:
“An item that is not on the agenda for a meeting may be dealt with at that meeting if-

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

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

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

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

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

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

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

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

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

(b) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.”
Te take mō te pūrongo
Purpose of the report
1. To recommend an amendment to the local board’s standing orders in order to provide for attendance of non-members at local board meetings via audio or audio-visual link.

Whakarāpopototanga matua
Executive summary
2. This report updates the local board on the temporary arrangements for local board meetings enabled by the COVID-19 Response (Urgent Management Measures) Act 2020 and provides options for implementing similar arrangements for non-members.
3. The COVID-19 Response (Urgent Management Measures) Act 2020 temporarily amends the existing legislative restrictions for local government on remote attendance for elected members and minimum quorum at local board meetings. This now enables meetings to proceed by audio-visual link, changes how meetings can be open to the public and how members of the public receive the agenda and minutes.
4. The current local board standing orders do not provide for non-members, specifically members of the public and Māori, to give input via audio or audio-visual link.
5. The Local Government Act 2002 (LGA) requires that a person other than a member of the local board may participate by means of audio link or audio-visual link if the standing orders of the local authority permit this and if the chair is satisfied that all conditions and requirements in the standing orders are met. (Clause 25A(2), Schedule 7, LGA). Local board standing orders do not currently allow for this.
6. Auckland Council will be using Skype for Business for local board meetings. Attendance by members and non-members (if approved) will be facilitated by phone (audio only) or Skype video (audio-visual) via the Skype for Business app.
7. An amendment to Standing Orders to enable electronic attendance can either be reversed at a future date or maintained to support that attendance in the future, where it is available.

Ngā tūtohunga
Recommendation/s
That the Howick Local Board:

a) note the temporary amendments pursuant to the COVID-19 Response (Urgent Management Measures) Act 2020 which allows members to attend meetings by audio-visual link, as of right and despite anything to the contrary in standing orders and to be counted for the purposes of quorum.

b) amend its standing orders by including a new Standing Order 3.3.10 that reads as follows:

Attendance of non-members by electronic link
A person other than a member of the local board may participate in a meeting of the local board by means of audio link or audio-visual link if the person is otherwise approved to participate in accordance with Standing Orders Sections 6 and 7.

c) amend its Standing Order 7.8.5 to provide discretion to the chair of the meeting to decline Public Forum requests via audio or audio-visual link.

Horopaki

Context

COVID-19 Response (Urgent Management Measures) Act 2020


10. The amendments to the LGA and LGOIMA enable local authorities to have meetings by audio-visual link (given the restrictions regarding physical distancing and Alert Level 4) and support the effective operation of those meetings by removing conditions associated with the right to attend meetings by audio or audio-visual link.

11. These amendments only apply while the Epidemic Preparedness (COVID-19) Notice 2020 is in force and will be repealed when that notice expires or is revoked.

Amendments to LGA

12. The amendments to the LGA modify Clause 25A, Schedule 7 so that a member of a local authority has the right to attend any meeting by audio or audio-visual link, regardless of what is provided for in the local authority’s standing orders. It also modifies clause 25A so that a member attending by audio link or audio-visual link is counted for the purposes of quorum.

Amendments to LGOIMA

13. The amendments to LGOIMA include modifying s 47 so that the requirement for meetings of local authorities to be ‘open to the public’ may be met during Alert Level 4 and other restrictions on physical distancing. The amendment redefines ‘open to the public’ to mean that the local authority:

a) if it is reasonably practicable, enables access to the meeting by broadcasting live the audio or video of the meeting (for example, by broadcasting it on an internet site); and

b) does one or both of the following as soon as practicable after the meeting ends:

i) makes an audio or a video recording of the meeting available on its internet site;

ii) makes a written summary of the business of the meeting available on its internet site.

14. This amendment does not anticipate public involvement as part of the meeting itself but ensures the public can access or view meeting proceedings online (either live or after the meeting) or through reviewing the summary.

15. Other amendments to LGOIMA include:

- modifying s 46A so that agendas and reports for the meetings may be made available on the local authority’s internet site instead of at offices and other physical locations
- modifying s 51 so that minutes of meetings may be made available on the local authority’s internet site instead of at offices and other physical locations
- the changes made by the COVID-19 Response (Urgent Management Measures) Act 2020 now supersede some of the provisions in the local board standing orders and the restrictions on physical distancing and from Alert Level 4 now limit the opportunity for public input.
Local Board Standing Orders

16. The LGA requires local authorities to adopt a set of standing orders for the conduct of its meetings and those of its committees (Clause 27, Sch 7). Each local board has adopted its standing orders which have been developed from a template.

17. As a result of the statutory amendments listed in this report, the following standing orders have been temporarily superseded:
   - 3.3.2 Member’s status – quorum and vote
   - 3.3.3 Conditions for attending by electronic link
   - 3.3.4 Request to attend by electronic link
   - 7.3.1 Information to be available to public
   - 7.3.2 Availability of agendas and reports
   - 8.2.1 Inspection of minute books

18. There are additional provisions in standing orders that may require further consideration if the local board wishes to enable these to continue during the Epidemic Preparedness (COVID-19) Notice period. These relate to input and participation by Māori and the public.

19. Clause 25A(2), Schedule 7 of the LGA requires that a person other than a member of the local authority may participate by audio link or audio-visual link if the standing orders of the local authority permit this and if the chair is satisfied that all conditions and requirements in the standing orders are met.

20. The current standing orders do not currently provide for non-members, if required and approved to do so, to give input by means of audio link or audio-visual link.

21. Other participants at local board meetings include Governing Body members and staff. The LGA and the recent amendment provide the right for any member of a local authority or committee to attend any meeting of a local authority by audio-visual link (unless lawfully excluded). This can be interpreted broadly to extend to meetings where the elected member may not be a decision-maker or be participating in the decision at all. As such, Governing Body members participation may be by audio or audio-visual link and the process for providing them with speaking rights remains under standing orders.

Tātaritanga me ngā tohutohu
Analysis and advice

22. In performing their role, local boards are required to act in accordance with the principles contained in s 14(1) of the LGA including the requirement for the council to conduct its business in an open, transparent and democratically accountable manner and make itself aware of and have regard to the views of all of its communities.

23. While the LGA does not specifically require public input to be provided for at local board meetings, the standing orders approved by the local board reflects the principles in s 14 LGA by providing for public attendance and enabling public input at meetings.

24. In order to continue to provide this opportunity as well as facilitate input by Māori and the public, the standing orders require amending.

Standing Orders Section 6 Māori Input

25. Speaking rights for Māori organisations or their nominees are granted under standing orders for the purpose of enabling Māori input, if any, to any item on the agenda of a meeting.

26. To ensure this right can be exercised during the Epidemic Preparedness (COVID-19) Notice period, provision needs to be made enabling any input to be given by audio or audio-visual link.
Standing Orders 7.7 Deputations and 7.8 Public Forum

27. The provisions for public input in standing orders are one of the ways that local boards give effect to the requirements of the LGA (s 78 and s 79).

28. The LGA provides that in the course of its decision-making, a local authority must consider the views and preferences of persons likely to be affected by or have an interest in the matter. The LGA does not specify how those views are to be obtained or what form that consideration should take. It does not require a public forum at meetings.

29. However, the LGA gives local authorities discretion as to how to comply with s 78 and what to consider. Through their standing orders, local boards and the Governing Body have chosen to enable public input through deputations and public forum at their meetings as one way to obtain community views, among other things.

30. To ensure this opportunity can continue to be made available during the Epidemic Preparedness (COVID-19) Notice period, provision must be made in standing orders to receive this by audio or audio-visual link.

Proposed amendment

31. This report recommends that input from non-members continue to be enabled during the Epidemic Preparedness (COVID-19) Notice period. This requires an amendment to the standing orders.

32. An amendment to standing orders requires a 75 per cent majority vote.

33. A similar amendment has been made by the Governing Body to their standing orders. It is desirable to ensure consistency across the governance arms of Auckland Council. The Governing Body resolutions are as follows:

\textbf{Resolution GB/2020/33 (n)} That the Governing Body amend standing orders by inserting a new Standing Order 3.3.10 as follows:

Attendance of non-members by electronic link: A person other than a member of the Governing Body, or the relevant committee, may participate in a meeting of the Governing Body or committee by means of audio link or audio-visual link in emergencies if the person is otherwise approved to participate under these standing orders (such as under Standing Order 6.2 “Local board input” or 7.7 “Public input”.)

\textbf{Resolution GB/2020/33 (p)} That the Governing Body agree to change Auckland Council’s Standing Orders to provide full discretion to the chair of the Emergency Committee to decline public input requests.

34. The local board’s standing orders currently give discretion to the chair to decline deputations but not public forum requests. Giving discretion to the chair to manage requests for public forum during this time can ensure the requirements of the LGA regarding the provision of the technology requirements, can be supported.

Technology options available

35. Where attendance by audio or audio-visual link is permitted, the LGA requires that the chair of the meeting ensures:

- the technology for the audio link or audio-visual link is available and of suitable quality and;
- that the procedure for use of the technology will ensure that participants can hear and be heard by each other.

36. The chair’s discretion will need to be exercised where the technology and quality cannot be guaranteed.
37. The audio and audio-visual link options available for non-member input are provided by Auckland Council through Skype for Business.

_Table one: Technology options available and their abilities_

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<th>Option</th>
<th>Ability</th>
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<tr>
<td>Audio link only</td>
<td>• no ability to see presentations being shared or to see and be seen by local board members attending the meeting</td>
</tr>
<tr>
<td>Attend Skype for Business meeting via phone.</td>
<td>• only technical equipment required is a landline or mobile telephone.</td>
</tr>
<tr>
<td>Audio-visual link</td>
<td>• allows non-member to see both presentations being shared and to see and be seen by the local board members attending</td>
</tr>
<tr>
<td>Video and audio attend Skype for Business</td>
<td>• requires a mobile phone or a computer device with an internet connection.</td>
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<tr>
<td>meeting</td>
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38. If enabled under standing orders, non-members who wish to give input would need to contact the local board with a request to attend. If approved by the chair, information on how to join the meeting using audio and audio-visual link options above will be sent out to the attendee by staff.

**Summary of meeting**

39. Where it is not reasonably practicable for the public to attend the meeting through a broadcast and/or peruse a recording after it has happened, a summary of the meeting will need to be provided by staff.

40. A summary in this context would be different from the content of agendas, reports and minutes which are all separately required to be publicly available. It should contain the thrust or key points of the discussion or debate at the meeting keeping in mind that its purpose is to provide an alternative to an audio or video recording of the meeting, in a situation where the public is not able to attend and hear this discussion themselves.

41. The ordinary definition of a summary is a brief statement or account of the main points of something. While the appropriate level of detail is likely to vary depending on what is being discussed at meetings, a summary is not expected to include verbatim notes.

**Tauākī whakaaweawe āhuarangi**

**Climate impact statement**

42. 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.

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

**Council group impacts and views**

43. Staff attendance at meetings, while not specifically provided for, is a necessary part of local board meetings and as such is expected to take place using an audio-visual link.
Item 11

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

44. This report seeks to amend the local boards standing orders to enable public input and Māori input at meetings.

Tauākī whakaaweawe Māori
Māori impact statement

45. This report seeks a decision that will ensure Māori input can continue to be given during the Epidemic Preparedness (COVID-19) Notice period.

46. This will ensure Māori are not prevented from giving input at a meeting on any matter that may be of interest to them.

Ngā ritenga ā-pūtea
Financial implications

47. The decision to amend standing orders is of a procedural nature and is not considered to have financial implications on Auckland Council.

48. The scaling up of technology to ensure compliance with COVID-19 Response (Urgent Management Measures) Act 2020 is being done at a cost to the council. The costs are not known at this stage and will be factored into operational budgets.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations

49. The objective of the recent legislative changes is to reduce public health risks and ensure compliance with social distancing measures and other restrictions in New Zealand’s COVID-19 alert levels response plan.

50. While this is not specifically required by legislation, permitting public input by audio or audio-visual link, if practicable, can ensure the local board can receive and consider views of its constituents on decisions that they are making.

51. There is a risk that the audio-visual option would only be taken up by a small number of constituents as this would only be available to those who have the technical devices and internet access. The software that will be used for meetings is Skype for Business which is free to download and use. However, the internet access costs or availability of technology/devices can be a limiting factor for some constituents. Constituents who do not have internet access can participate, if approved, by phone.

52. The report is seeking discretion for the local board chair to decline public forum requests. This delegation should be exercised with caution so as to not undermine the intention of standing orders (which currently provide some limited grounds to decline public input). There will be instances where it is reasonable to decline (noting these examples are not intended to be exhaustive), such as:
   - where the technology cannot be provided or quality cannot be assured;
   - a need to manage time allocations for the agenda;
   - the matter is neither urgent nor the subject of a decision to be made at the meeting;
   - the request is offensive, repetitious or vexatious.

Ngā koringa ā-muri
Next steps

53. If approved, the amendments to standing orders can, if the local board chooses, continue beyond the Epidemic Preparedness (COVID-19) Notice period. Enabling these changes gives maximum flexibility for attendance of non-members at future meetings, including those...
with underlying health issues or compromised immune systems that may need to take extra precaution even after the Epidemic Preparedness (COVID-19) Notice period has ended.

Ngā tāpirihanga
Attachments

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Ngā kaihaina
Signatories

| Authors | Polly Kenrick - Business Manager, Local Board Services  
Shirley Coutts - Principal Advisor, Governance Strategy |
|---------|---------------------------------------------------------|
| Authorisers | Louise Mason – General Manager, Local Board Services  
Carol McKenzie-Rex - Relationship Manager for Franklin and Howick Local Boards |
Te take mō te pūrongo

Purpose of the report

1. To seek approval from the Howick Local Board on proposed Local Board Transport Capital Fund projects.

Whakarāpopototanga matua

Executive summary

2. Auckland Transport manages the Local Board Transport Capital Fund (LBTCF) on behalf of Howick Local Board and provides advice to support decision making.

3. This month, decisions relating to the LBTCF are required. While the recommendations do not commit funding, local board approval is required to initiate the procedural process for Auckland Transport to commence with the work required to investigate project ideas, and report back to the local board with quality information about project costs and viability. This advice will be presented to the local board for consideration before a final financial commitment is sought.

4. At a workshop on 20 February 2020, the local board was presented with a range of options and this report records the options discussed and provides the opportunity for the Howick Local Board to resolve on these.

5. While the local board has confirmed commitment to the delivery of the Howick Village Centre Plan (resolutions HW2019/28 and HW/2018/136), Auckland Transport recommends ring-fencing further funding for a reserve, so that allocated operational expenditure is matched by an equivalent plan for capital expenditure.

Ngā tūtohunga

Recommendation/s

That the Howick Local Board:

a) request Auckland Transport investigate the following projects and provide rough orders of cost for:

   i) options to provide a one-way system and better pedestrian amenity on The Parade, Bucklands Beach, within a budget envelope of up to $3,000,000

   ii) installing speed indicator variable message signs (VMS) on Point View Drive

   iii) installing an information plinth at Half Moon Bay, and potentially other locations

   iv) building a better walking route between the Half Moon Bay Ferry Terminal and the coastal walkway in front of the Bucklands Beach Yacht Club.

b) request Auckland Transport provide options to utilise up to $4,000,000 of the Local Board Transport Capital Fund to deliver projects identified in the Howick Walking and Cycling Plan, following advice from Community Facilities and prioritised as follows:

   i) maximise pedestrian and cycling connectivity to public transport and employment hubs

   ii) speed of delivery
iii) as recommended in the Howick Walking and Cycling Plan.

c) request Auckland Transport allocate $3,000,000 of the Local Board Transport Capital Fund for construction of the Howick Village Centre Plan, holding this money ring-fenced in reserve until delivery is ready to commence.

Horopaki Context

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

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

7. The fund allows local boards to build transport-focused local improvements in their areas.

8. In this electoral term, the local board has approximately $9 million LBTCF unallocated.

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

10. Initial investigations are at no cost to the board. Auckland Transport tests project feasibility and safety to enable a rough order of cost to be provided. This will assist to inform the local board’s decisions to progress with each initiative and final funding commitment later in 2020.

Tātaritanga me ngā tohutohu

Analysis and advice

11. At a workshop in November 2019, Auckland Transport outlined a plan for the delivery of potential projects. Advice was provided about maximising the potential of the LBTCF by working with other strategies being delivered by Auckland Transport and New Zealand Transport Agency.

12. On 20 February 2020, Auckland Transport and Community Facilities staff discussed potential projects with the local board.

13. This discussion produced a list of potential projects based on the following considerations:

- **Member prioritisation** - How highly did board members rate each of the projects?
- **Strategic fit** - How well did each project fit with the previous local board plans and other statements of board objectives? Does the project provide opportunities to maximise board investment by working with other work programmes, such as Community Facilities and other Auckland Transport work? In the Howick Local Board area key programmes are being delivered providing opportunities for the board to maximise the impact of the fund by working together.
- **Historic information** - Some of the projects discussed have historical imperatives, for instance the Howick Village Centre Plan that has been a local board initiative for a number of years, or possible pedestrian works on The Parade in Bucklands Beach; another project with a long history for the local board.
- **Cost versus benefit** - Although there will be another opportunity to analyse cost versus benefit later in the process when Auckland Transport provides rough orders of cost, the
following considerations were discussed. How easy is the project to deliver? And, how much benefit will community receive? Or will the project integrate easily with other projects - maximising impact? Some projects are more difficult to deliver, consuming resources and time. If a project is easy to deliver and has a high benefit it is sensible to prioritise it higher.

14. At this time community feedback was not included in the analysis because the process is at an early stage. The scope of some projects will be defined after the requested analysis is finished. Community consultation is also included in the detailed design process that is the second stage of planning a Local Board Transport Capital Fund Project.

15. At the end of this process the following projects were identified for further investigation and development of rough costs and options for delivery:

a) **Bucklands Beach Pedestrian Improvements** - The board indicated that it would be advocating for work to reduce the effect of erosion but also requested advice about creating a better pedestrian environment on The Parade. Plans exist for a pedestrian walkway along The Parade. In 2017 the project cost was approximately $1.1 million. Existing plans mean starting a similar project is easier.

The board requested a review of the technical advice about development of a one-way system near Little Bucklands Beach. Previous advice can be summarised as follows:

i) a one-way system is only feasible if there is a roundabout at the intersection of Laings / Whitcombe and Bucklands Beach Road

ii) building such a roundabout is not technically feasible based on normal cost/benefit models.

The board requested information on if a subsidy or $2-3 million was provided, could the roundabout be built. If completed the roundabout would allow a one-way system to be instituted on the foreshore.

The board acknowledged the issue with coastal erosion and that its advocacy in the Local Board Plan needs to be focused on addressing this first.

b) **Minor projects** – The board identified a number of smaller projects that can be included immediately in planning:

i) installing VMS speed indicator signs on Point View Drive

ii) installing information plinths at Half Moon Bay and potentially other locations

iii) building a better walking route between the Half Moon Bay Ferry Terminal and the coastal walkway in front of the Bucklands Beach Yacht Club.

c) **Howick Walking and Cycling Plan** – During the previous two electoral terms Howick Local Board has developed a plan to build a network of walking and cycling pathways. Officer advice is to ring-fence a budget envelope of $4 million to progress with a phased priority delivery of the plan, currently being determined by Community Facilities.

Auckland Transport and Community Facilities will provide options on delivery of the Walking and Cycling Plan, prioritised as follows:

i) maximise pedestrian and cycling connectivity to public transport and employment hubs

ii) speed of delivery

iii) as recommended in the Howick Walking and Cycling Plan.

This will be presented to the local board once the investigation is complete. Following this, formal approval of the budget allocation will be sought.

d) **Howick Village Centre Plan** - At the workshop the local board confirmed that they are still committed to the delivery of the Howick Village Centre Plan. In the previous term the board made the following decisions:
Item 12

i) Resolution HW2019/28 ring-fenced $1 million of the Local Board Transport Capital Fund in reserve for construction of the plan.

ii) Resolution HW/2018/136 allocated up to $400,000 from the Local Board Transport Capital Fund to support the elements of the design process. The outcome of which will be the completion of detailed designs and firm estimates of costs for projects that will deliver the objectives outlined in the Howick Village Centre Plan.

Auckland Transport recommends moving a further $3 million into reserve so that the $400,000 allocated to operational expenditure is matched by an equivalent plan for capital expenditure (i.e. design is normally 10 per cent of a project, cost and an approximate cost of $4 million has been provided to the board).

16. The next step is for the local board is to request that Auckland Transport conduct an initial investigation and report with options and costs. This information will then be used to make further prioritisation decisions. A set of draft recommendations has been included in this report.

Tauākī whakaaweawe āhuarangi
Climate impact statement

17. Auckland Transport engages closely with Council on developing strategy, actions and measures to support the outcomes sought by the Auckland Plan 2050, the Auckland Climate Action Plan and Council's priorities.

18. Auckland Transport’s core role is in providing attractive alternatives to private vehicle travel, reducing the carbon footprint of its own operations and, to the extent feasible, that of the contracted public transport network.

19. To this end, Auckland Transport’s Statement of Intent contains three performance measures:

Table one: Climate Impact Measures

<table>
<thead>
<tr>
<th>Measure</th>
<th>2019/20</th>
<th>2020/21</th>
<th>2021/22</th>
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<tbody>
<tr>
<td>Number of buses in the Auckland bus fleet classified as low emission</td>
<td>5</td>
<td>25</td>
<td>55</td>
</tr>
<tr>
<td>Reduction in CO2 (emissions) generated annually by Auckland Transport corporate operations (from 2017/18 baseline)</td>
<td>7%</td>
<td>9%</td>
<td>11%</td>
</tr>
<tr>
<td>Percentage of Auckland Transport streetlights that are energy efficient LED</td>
<td>56%</td>
<td>66%</td>
<td>76%</td>
</tr>
</tbody>
</table>

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

20. Auckland Transport worked with Auckland Council’s Community Facilities team to investigate use of the LBTCF to fund other planned local board projects that although not being delivered by Auckland Transport may be considered for LBTCF funding. The Howick Walking and Cycling Network is an example of work that is proposed by council where significant portions may be funded using the LBTCF.

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

21. Auckland Transport did not invite community feedback because the scope of some projects will only be defined after the requested analysis is finished and community consultation is
Item 12

included in the detailed design process that is the second stage of planning a Local Board Transport Fund project.

**Tauākī whakaaweawe Māori**

**Māori impact statement**

22. Study of the options indicates that none involves a significant decision in relation to land or a body of water, so iwi consultation is not required at this time. Projects that continue will be reviewed again and if required iwi will be consulted and any concerns or suggestions considered in planning.

23. Although no specific impacts on Māori were identified. Auckland Transport is committed to meeting its responsibilities under Te Tiriti o Waitangi - the Treaty of Waitangi and its broader legal obligations in being more responsible or effective to Māori. Our Māori Responsiveness Plan outlines the commitment to 19 mana whenua tribes in delivering effective and well-designed transport policy and solutions for Auckland. We also recognise mataawaka and their representative bodies and our desire to foster a relationship with them. This plan is available on the Auckland Transport website - https://at.govt.nz/about-us/transport-plans-strategies/maori-responsiveness-plan/#about.

**Ngā ritenga ā-pūtea**

**Financial implications**

24. This report does not have any financial implications for the local board. Auckland Transport carries the cost of the work requested.

**Ngā raru tūpono me ngā whakamaurutanga**

**Risks and mitigations**

25. The proposed decision has no risks for the local board. The report makes no financial commitment and Auckland Transport has risk management strategies in place for all of its projects.

**Ngā koringa ā-muri**

**Next steps**

26. Auckland Transport will provide monthly update reports and progress will start to be reported to the local board next month.

**Ngā tāpirihanga**

**Attachments**

There are no attachments for this report.

**Ngā kaihaina**

**Signatories**

<table>
<thead>
<tr>
<th>Author</th>
<th>Ben Stallworthy – Elected Member Relationship Manager, Auckland Transport</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Jonathan Anyon, Elected Member Relationship Team Manager, Auckland Transport</td>
</tr>
<tr>
<td></td>
<td>Carol McKenzie-Rex - Relationship Manager for Franklin and Howick Local Boards</td>
</tr>
</tbody>
</table>
Addition to the 2019-2022 Howick Local Board meeting schedule

File No.: CP2020/04509

Te take mō te pūrongo
Purpose of the report
1. To seek approval for a meeting date to be added to the 2019-2022 Howick Local Board meeting schedule in order to accommodate a change to the Annual Budget 2020/2021 timeframes.

Whakarāpopototanga matua
Executive summary
2. The Howick Local Board has scheduled a meeting for early May to decide on their feedback and advocacy for the Annual Budget 2020/2021, based on submissions from their local board area.
3. The timeframes for the Annual Budget 2020/2021 process have been modified due to delays, caused by the COVID-19 lockdown, in receiving the processed submissions.
4. This has resulted in the scheduled meeting for early May being cancelled.
5. The local board is being asked to approve one meeting date as an addition to the Howick Local Board meeting schedule so that the modified Annual Budget 2020/2021 timeframes can be met.

Ngā tūtohunga
Recommendation/s
That the Howick Local Board:

a) approve the addition of a meeting date to the 2019-2022 Howick Local Board meeting schedule to accommodate the Annual Budget 2020/2021 timeframes as follows:
   • Thursday, 14 May 2020, 4.30pm

Horopaki
Context
6. The Local Government Act 2002 (LGA) and the Local Government Official Information and Meetings Act 1987 (LGOIMA) have requirements regarding local board meeting schedules.
7. In summary, adopting a meeting schedule helps meet the requirements of:
   • clause 19, Schedule 7 of the LGA on general provisions for meetings, which requires the chief executive to give notice in writing to each local board member of the time and place of meetings. Such notification may be provided by the adoption of a schedule of business meetings.
   • sections 46, 46(A) and 47 in Part 7 of the LGOIMA, which requires 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.
8. The Howick Local Board adopted its 2019-2022 business meeting schedule at its 9 December, 2019 meeting.
9. The local board scheduled a meeting in early May to decide on their feedback and advocacy for the Annual Budget 2020/2021, based on submissions from their local board area.

10. The timeframes for the Annual Budget 2020/2021 process have been modified due to delays, caused by the COVID-19 lockdown, in receiving the processed submissions.

11. The local board is being asked to approve rescheduling this meeting so that the modified Annual Budget 2020/2021 timeframes can be met.

Tātaritanga me ngā tohutohu
Analysis and advice

12. The local board has two options:
   i) add the meeting as an addition to the meeting schedule; or
   ii) add the meeting as an extraordinary meeting.

13. For option one, statutory requirements allow enough time for these meetings to be scheduled as additions to the meeting schedule and other topics may be considered as per any other ordinary meeting. However, there is a risk that if the Annual Budget 2020/2021 timeframes change again or the information is not ready for the meeting there would need to be an additional extraordinary meeting scheduled.

14. For option two, only the specific topic Annual Budget 2020/2021 may be considered for which the meeting is being held. There is a risk that no other policies or plans with similar timeframes or running in relation to the Annual Budget 2020/2021 process could be considered at this meeting.

15. Since there is enough time to meet statutory requirements, staff recommend option one, approving this meeting as an addition to the meeting schedule, as it allows more flexibility for the local board to consider a range of issues. This requires a decision of the local board.

Tauākī whakaaweawe āhuarangi
Climate impact statement

16. 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’s implementation.

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

17. There is no specific impact for the council group from this report.

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

18. This report requests the local board’s decision to schedule an additional meeting and consider whether to approve it as an extraordinary meeting or an addition to the meeting schedule.

Tauākī whakaaweawe Māori
Māori impact statement

19. There is no specific impact for Māori arising from this report. Local boards work with Māori on projects and initiatives of shared interest.
Ngā ritenga ā-pūtea
Financial implications
20. There are no financial implications in relation to this report apart from the standard costs associated with servicing a business meeting.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations
21. If the local board decides not to add this business meeting to their schedule this will cause a delay to the Annual Budget 2020/2021 process, which would result in the feedback of this local board not being able to be presented to the Governing Body for their consideration and inclusion in the Budget.

Ngā koringa ā-muri
Next steps
22. Implement the processes associated with preparing for business meetings.

Ngā tāpirihanga
Attachments
There are no attachments for this report.

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Beth Corlett - Advisor Plans &amp; Programmes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Louise Mason – General Manager, Local Board Services</td>
</tr>
<tr>
<td></td>
<td>Carol McKenzie-Rex - Relationship Manager for Franklin and Howick Local Boards</td>
</tr>
</tbody>
</table>
Approval for a new road name extension at 226R Ormiston Road, Flat Bush

File No.: CP2020/04371

Te take mō te pūrongo

Purpose of the report

1. To seek approval from the Howick Local Board for an extension to an existing road name at 226R Ormiston Road, Flat Bush.

Whakarāpopototanga matua

Executive summary

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

3. Auckland Transport has proposed the name presented in the table below for consideration by the local board.

Table 1: Proposed road name

<table>
<thead>
<tr>
<th>Road Reference</th>
<th>Proposed Name</th>
<th>Road Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Road (Extension)</td>
<td>Bellingham</td>
<td>Road</td>
</tr>
<tr>
<td>Proposed to retain existing name</td>
<td>Bellingham</td>
<td>Road</td>
</tr>
</tbody>
</table>

Ngā tūtohunga

Recommendation/s

That the Howick Local Board:

a) approve the name Bellingham Road for the new extension to an existing public road 226R Ormiston Road, Flat Bush, in accordance with section 319(1)(j) of the Local Government Act 1974 (resource consent reference 41717).

Horopaki

Context

4. Resource consent 41717 was issued in July 2013 for the creation of thirteen (13) roads to vest in Council.

5. This report addresses the extension of one of those existing roads, Bellingham Road, which will connect Ormiston Road to Stancombe Road.

6. The applicant, Auckland Transport, requests that the existing name of Bellingham Road be extended to avoid any confusion of addressing along the continuous roadway.

7. Site and location plans of the development can be found in Attachments A and B respectively.
Tātaritanga me ngā tohutohu

Analysis and advice

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

9. Auckland Council’s road naming criteria typically require that road names reflect one of the following local themes, with the use of Māori names being actively encouraged:
   - a historical or ancestral linkage to an area;
   - a particular landscape, environmental or biodiversity theme or feature; or
   - an existing (or introduced) thematic identity in the area.

10. The Applicant’s proposed name and meaning is set out in the table below:

<table>
<thead>
<tr>
<th>Proposed name to be retained</th>
<th>Meaning (as described by applicant)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bellingham Road</td>
<td>Maria Bellingham was listed as one of the country’s oldest colonists. The Bellingham family purchased their first farm in East Tamaki in 1860 and it remained in the family until the 1970’s</td>
</tr>
</tbody>
</table>

11. **Assessment**: The name proposed by the Applicant has been assessed to ensure that it meets Auckland Council’s Road Naming Guidelines and the National Addressing Standards for road naming. All technical standards are met.

12. **Road type**: ‘Road’ is an acceptable road type for the new public road, suiting the form and layout of the extended road, as per the Auckland Council Road Naming Guidelines.

13. Local iwi groups were consulted during the initial road naming process in 2014 with no objections being raised by any iwi. This being the case, no further contact with iwi has been sought for the proposed road name extension.

Tauākī whakaaweawe āhuardangi

Climate impact statement

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

Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera

Council group impacts and views

15. The applicant, Auckland Transport, requests that the existing name of Bellingham Road be extended, to avoid any confusion of addressing along the continuous roadway.

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

Local impacts and local board views

16. The decision sought for this report does not trigger any significant policy and is not considered to have any immediate local impact beyond those outlined in this report.
Tauākī whakaaweawe Māori
Māori impact statement
17. In this instance, iwi consultation was considered at the time of the initial road naming and by extending the existing road and road name, it is considered that there is no impacts beyond those previously considered.

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

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

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

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Location Plan</td>
<td>29</td>
</tr>
<tr>
<td>B</td>
<td>Site Plan</td>
<td>31</td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Authorisers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elizabeth Salter - Subdivision Technical Officer</td>
<td>David Snowdon - Team Leader Subdivision</td>
</tr>
<tr>
<td></td>
<td>Carol McKenzie-Rex - Relationship Manager for Franklin and Howick Local Boards</td>
</tr>
</tbody>
</table>
Location plan for the proposed ‘Bellingham Road’ extension

The blue line below represents the section of road that the name ‘Bellingham Road’ has already been approved for as part of the road naming report in 2014 (Resolution number HW/2014/199). Physical road not yet constructed.

Approval is now sought for the section of road represented by the red line.
Location plan showing main roads surrounding the proposed ‘Bellingham Road’ extension
Approval for a new road name extension at 226R Ormiston Road, Flat Bush