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

**Date:** Tuesday, 28 April 2020  
**Time:** 10:00am  
**Meeting Room:** This meeting will proceed via Skype for Business.  
**Venue:** Either a recording or written summary will be uploaded on the Auckland Council website

---

**Maungakiekie-Tāmaki Local Board**

**OPEN AGENDA**

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**MEMBERSHIP**

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chairperson</td>
<td>Chris Makoare</td>
</tr>
<tr>
<td>Deputy Chairperson</td>
<td>Debbie Burrows</td>
</tr>
<tr>
<td>Members</td>
<td>Don Allan</td>
</tr>
<tr>
<td></td>
<td>Nerissa Henry</td>
</tr>
<tr>
<td></td>
<td>Peter McGlashan</td>
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<td></td>
<td>Maria Meredith</td>
</tr>
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<td></td>
<td>Tony Woodcock</td>
</tr>
</tbody>
</table>

(Quorum 4 members)

---

**Tracey Freeman**  
Democracy Advisor

**23 April 2020**

Contact Telephone: 021 537 862  
Email: Tracey.Freeman@aucklandcouncil.govt.nz  
Website: www.aucklandcouncil.govt.nz

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

2 Apologies

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

3 Declaration of Interest

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

4 Confirmation of Minutes

That the Maungakiekie-Tāmaki Local Board:

a) confirm the ordinary minutes of its meeting, held on Tuesday, 25 February 2020, as true and correct.

5 Leave of Absence

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

6 Acknowledgements

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

7 Petitions

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

8 Deputations

Standing Order 7.7 provides for deputations. Those applying for deputations are required to give seven working days notice of subject matter and applications are approved by the Chairperson of the Maungakiekie-Tāmaki 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."
Governing Body Member's Update

File No.: CP2020/03567

Te take mō te pūrongo
Purpose of the report
1. To update the Maungakiekie-Tāmaki Local Board on local activities that the Governing Body representative is involved with.

Whakarāpopototanga matua
Executive summary
2. To provide the Governing Body Member an opportunity to update the Maungakiekie-Tāmaki Local Board on regional matters.

Ngā tūtohunga
Recommendation/s
That the Maungakiekie-Tāmaki Local Board:

a) receive the Governing Body Member's update.

Ngā tāpirihanga
Attachments
There are no attachments for this report.

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Tracey Freeman - Democracy Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Louise Mason - GM Local Board Services</td>
</tr>
<tr>
<td></td>
<td>Nina Siers - Relationship Manager for Maungakiekie-Tamaki Puketapapa</td>
</tr>
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</table>
Te take mō te pūrongo
Purpose of the report
1. To keep the Maungakiekie-Tāmaki Local Board informed on the local activities that the Chairperson is involved with.

Whakarāpopototanga matua
Executive summary
2. Providing the Chairperson with an opportunity to update the local board on the projects and issues they have been involved with since the last meeting.

Ngā tūtohunga
Recommendation/s
That the Maungakiekie-Tāmaki Local Board:

a) receive the Chairperson’s report for March and April 2020.

Ngā tāpirihanga
Attachments

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Ngā kaihaina
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<td>Nina Siers - Relationship Manager for Maungakiekie-Tamaki Puketapapa</td>
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</table>
Chair Chris Makoare Board Member Report

Chris.Makoare@aucklandcouncil.govt.nz Ph 021 0206 2990

Your Local Board – Maungakiekie-Tāmaki Area

(Top Left) – N Henry, D Allan, P McGlashan, T Woodcock (Bottom Left) – M Meredith, C Makoare (Chair), D Burrows (Deputy Chair)

Roles assigned by the local board

- Manukau Harbour Forum (lead)
- Aircraft Noise Committee Consultation Group (lead)
- Notified Resource Consents (lead)
- Landowner consents and Events Landowner consents (Alternate)
- Old Māngere Bridge Replacement Project (Alternate)
- Tāmaki College Community Recreational Centre Trust (Alternate)
- Citizen Advice Bureau – Panmure-Ellerslie, Sēvīva Park and Glen Innes (Alternate)
  - Internal Appointment
    - Tūpuna Maunga Authority Board Member

Meetings / events attended – 14th February to 12th March 2020

14 Feb - Manukau Harbour Forum

18 Feb - Local Board Members / Business Association Leaders

19 Feb - Drop in at Panmure Library - Raising Awareness / Feedback Local Board Plan

19 Feb - Panuku Board / Maungakiekie-Tāmaki Board - Onehunga Community Centre

1 March – Panmure Fun Day - Raising Awareness / Feedback Local Board Plan

2 March - Local Board Members’ Forum
2 March - Asian Community Engagement Event - LB plans / raising awareness

3 March - Chair/ Deputy Chair/ Senior Local Board Advisor/Local Board Advisor/Strategic Broker

7 March - Whānui: At the Foot of the Maunga (Haerenga & Blessing)

Waka a Hapori (Community Waka) – Panmure Basin

At the Foot of the Maunga is part of Auckland Arts Festival’s Whānui programme.

Photos are the two art pieces now on display in Maungakiekie-Tāmaki. The artwork was led by artists Chantel Matthews and Bobby MacDonald with support by the 312 Hub and the TGTB Charitable Trust.

A special day with a morning Karakia and then the unveiling of the two art pieces.

For the full list of supporters and contributors visit: https://www.aucklandfestival.co.nz/events/at-the-foot-of-the-maunga/

Te Ipu Kai (Food Bowl) – Onehunga Reserve
Maungakiekie-Tāmaki Local Board
Business Meeting – 24 March 2020

9 March – Local Board Chair / Mana Whenua and Te Kete Rukuruku

9 March - Local Board Chairs Forum

10 March - Chair/Deputy Chair/RM/SLB catch up

10 March - Local Board Plan 2020- HYS Event – Te Oro, Glen Innes

12 March - LB Advisor / LB Chair - Local board feedback for Business Meeting

12 March – Auckland Transport / LB – Glen Innes Cycleway

12 March – LB Chair / TRC – Discussion

12 March - (ODCOSS) Onehunga District Council of Social Services - LB plans / raising awareness

Conferences / member development

17 Feb - Elected member training - Conflicts of interest and the code of conduct

17 Feb - Elected member training - Legal Framework

Recommendation

That this report be received.
Chair Chris Makoare Board Member Report

Chris.Makoare@aucklandcouncil.govt.nz Ph 021 0206 2990

Your Local Board – Maungakiekie-Tāmaki Area

(Top Left) – N Henry, D Allan, P McGlashan, T Woodcock (Bottom Left) – M Meredith, C Makoare (Chair), D Burrows (Deputy Chair)

Roles assigned by the Local Board

- Manukau Harbour Forum (lead)
- Aircraft Noise Committee Consultation Group (lead)
- Notified Resource Consents (lead)
- Landowner consents and Events Landowner consents (Alternate)
- Old Māngere Bridge Replacement Project (Alternate)
- Tāmaki College Community Recreational Centre Trust (Alternate)
- Citizen Advice Bureau – Panmure-Ellerslie, Sylvia Park and Glen Innes (Alternate)
  - Internal Appointment
    - Tūpuna Maunga Authority Board Member

Meetings / events attended – 13 March to 17 April 2020

16 March - Local Board Members Chairs Forum
17 March - Local Board Members meet CE of Stardome, Victoria Travers
17 March – Cancelled Local Board Plan 2020 – MTLB Community Forum meeting
19 March - Business Meeting Agenda Run Through
19 March – The Tāmaki College Recreation Centre Trust
20 March – Skype Briefing for /Councillors and Chairs with ELT members
24 March – Cancelled Community Forum, Hamlin Park Rugby Park
30 March - Chair/ Deputy Chair/ Senior Local Board Advisor/Local Board Advisor/Strategic Broker
2 April - The Tamaki College Recreation Centre Trust
2 April - Chair / PA catch up by phone
4 April - Shovel ready infrastructure projects
6 April - MTLB Shovel Ready Projects LB Feedback
9 April - Local Board Chairs weekly COVID-19 operational briefing
9 April - Tūpuna Maunga Authority Workshop Agenda Hui
10 to 13 April Easter Weekend
14 April - Chair / RM / Senior LB Advisor – catchup
15 April - Heritage Talk Glen Innes & Panmure: Stories of change
16 April - Chair / PA catch up by phone
16 April - Chairs weekly COVID-19 operational briefing

Recommendation
That this report be received.
Board Member's Reports

File No.: CP2020/03333

Te take mō te pūrongo
Purpose of the report
1. To keep the Maungakiekie-Tāmaki Local Board informed on the local activities that the local board members are involved with.

Whakarāpopototanga matua
Executive summary
2. Providing board members with an opportunity to update the local board on the projects and issues they have been involved with since the last meeting.

Ngā tūtohunga
Recommendation/s
That the Maungakiekie-Tāmaki Local Board:
a) receive the board members report.

Ngā tāpirihanga
Attachments

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<td>B</td>
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</table>

Ngā kaihaina
Signatories

| Author          | Tracey Freeman - Democracy Advisor                 |
| Authorisers     | Louise Mason - GM Local Board Services            |
|                 | Nina Siers - Relationship Manager for Maungakiekie-Tamaki Puketapapa |
Maria Meredith Board Member Report

Roles assigned by the local board
- Ruapotaka Marae (lead)
- Panmure Basin Advisory Committee (lead)
- Landowner consents and Events Landowner consents (lead)
- CAB – Panmure- Ellerslie, Sylvia Park, Glen Innes (lead)
- Notified Landowner Resource consents (Alternative)
- Glen Innes Business Association (Alternate)
- Landowner consents Filming (Alternate)

General / assigned roles update
- Liaise with Ruapotaka Marae representative
- Plan to attend LGNZ Conference in June as the local board lead
- Represent the local board at Panmure Basin Fun Day event with boat races and prizegiving

Meetings / events attended (14th February to 13th March)
- 17 February: Panmure Community Action Group Meeting – Raising awareness of local board plan, Dunkirk Activity Centre
- 22 February: Onehunga Bay Festival – Raising awareness of local board plan
- 25 February: Maungakiekie-Tāmaki Community Forum, Onehunga Community Centre – Raising awareness of local board plan
- 28 February: Tāmaki Youth Council (TYC) Induction Ceremony, Te Oro, Glen Innes – presentation of gifts to previous TYC members
- 1 March: Panmure Basin Fun Day – Raising awareness of local board plan
- 8 March: Whanui: At the Foot of the Maunga (Haerenga & Blessing), Auckland Arts Festival
- 8 March: Mana Wahine, International Women’s Day – PACIFICA Tāmaki (Women’s) Branch - raising awareness of local board plan
- 10 March: Public Meeting - Raising awareness of local board plan, Te Oro, Glen Innes

Disclosures
- Current President of PACIFICA Tāmaki (Women’s) Branch

Recommendation
That this report be received.
Peter McGlashan Board Member Report

Roles assigned by the local board
- Local Board Representative
  - Glen Innes Business Association (lead)
  - Tamaki Recreation Centre Trust (lead)
  - Landowner consents for filming (lead)
  - Tamaki Estuary Environment Forum (Alternative)
  - Panmure Business Association (Alternative)

Meetings / events attended
- February 15th – Bike Hub Tamaki – Maybury Green
- February 19th – Local Board / Panuku Senior Leadership – Onehunga Community Centre
- February 22nd – Onehunga Bay Festival – Awareness Raising - Local Board Plan
- February 25th – Community Forum – Onehunga Community Centre
- February 29th – Maybury Royale Event – Maybury Green
- March 1st – Panmure Basin Family Fun Day – Community feedback
- March 6th – Drop in @ Glen Innes Library – Awareness Raising - Local Board Plan
- March 10th – Have Your Say @ Te Oro – Local Board Plan & local issues
- March 11th – GIBA Board Meeting – Glen Innes Library
- March 12th – Auckland Transport meeting re Glen Innes Cycleways and Roundabouts
Maungakiekie-Tāmaki Local Board
24th March 2020

Conferences / member development

- February 14th – Point of Order (Standing Orders) workshop – Council HQ
- February 28th – Treaty of Waitangi Historical Overview – Council HQ

**Recommendation**

That this report be received.
Attendance at local board meetings during the Epidemic Preparedness (COVID-19) Notice period

File No.: CP2020/04716

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 Skype for Business application.

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 Maungakiekie-Tāmaki 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 link or 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


9. 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.

10. 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

11. 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

12. 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 1 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.

13. 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.

14. 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

15. 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.

16. As a result of the statutory amendments listed in this report, the follow 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 the public
   - 7.3.2 Availability of agendas and reports
   - 8.2.1 Inspection of minute books

17. 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.

18. 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.

19. 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.

20. 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

21. 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.

22. 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.

23. 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

24. 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.

25. 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

26. 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).

27. 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.

28. 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.

29. 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

30. 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.

31. An amendment to standing orders requires a 75% majority vote.

32. 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:

**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”).

**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.

33. The local board’s standing orders currently gives 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

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

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

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

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<tr>
<th>Option</th>
<th>Ability</th>
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<tbody>
<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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<td>meeting</td>
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</table>

37. 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**

38. 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.

39. 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.

40. 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**

41. 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**

42. 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 audio-visual link.
Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe
Local impacts and local board views
43. 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
44. This report seeks a decision that will ensure Māori input can continue to be given during the Epidemic Preparedness (COVID-19) Notice period.
45. 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
46. The decision to amend standing orders is of a procedural nature and is not considered to have financial implications on Auckland Council.
47. 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
48. 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.
49. 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.
50. 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.
51. 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 provided 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

52. 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

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Authorisers  
Louise Mason - GM Local Board Services  
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Auckland Council

Standing Orders of the Maungakiekie-Tāmaki Local Board

28 April 2020
### Summary of most common standing orders referred to during a meeting

**Note:** A summary omits detail. Please refer to the full standing orders.

#### Meeting procedures (1)

**Chairperson's role (1.2)**
- Chair presides if present, unless vacates the chair
- Deputy presides in absence of chair
- If neither present, the meeting elects a chair
- Chair decides all questions not covered by standing orders
- Chair decides all points of order
- Members to be silent when chair rises
  - Chair decides speaking order but must give precedence to:
    - points of order
    - closure or deferral motions
    - points of explanation
    - requests for chair's indulgence
  - Members may question staff, at chair's discretion

**Members conduct (1.3)**
- Members must:
  - be disrespectful
  - use offensive or malicious language
  - impugn improper motives to other members or staff
- Chair may order a member to withdraw from the meeting if:
  - member refuses to obey the chair's instruction to stop speaking
  - member refuses to obey the chair's instruction to withdraw and apologise for offensive or malicious expression
  - member's conduct is disorderly
- If disorder continues, chair may adjourn meeting; reconvened meeting to decide whether to proceed or adjourn
- Minutes record a resolution to hold a member in contempt
- A member may be physically removed

#### Conflicts of interest (1.37-1.38)
- Financial interest: member takes no part in discussion or voting; minutes record the declaration and abstention; member leaves the room, or at a minimum, the table
- Non-financial conflict of interest: member takes no part in discussion or voting; minutes record the declaration and abstention; member leaves the table but not required to leave the room

#### Qualified privilege (1.4)
- Disciplinary matter in agenda or minutes is privileged unless publication motivated by ill will
- Similar oral statements at meeting

#### Rules of debate (1.5)
- Member can second a motion or amendment and reserve right to speak later in debate
- No irrelevant matters or tedious repetition – chair's ruling final
- 3 consecutive speakers in support or opposition – chair may call for a vote or, if none, pull motion after right of reply
- If member immediately objects to words used, and requests minutes to record their objection, chair must order minutes to record objection
- Speeches not to be read, except with permission
- Time limits:
  - 10 minutes
  - Mover of original motion has right of reply but may not introduce new matter; then motion is put
- Only one right of reply – if used at end of amendment it is exhausted
  - Members can only speak to:
    - A matter before the meeting
    - A motion or amendment they are proposing
    - A point of order
    - Personal explanation with permission of chair
    - Explanation re previous speech in same debate, with permission of chair

#### Motions and amendments (1.6)
- **Terms**:
  - Substantive motion: a motion either procedural or substantive, a substantive motion deals with a matter of substance
  - Original motion: the substantive motion moved at the commencement of the debate, if it is amended it is no longer the original motion and is referred to as the substantive motion
  - Substituted motion: the meeting agrees to substitute the original motion with differing wording with the agreement of the mover and seconder
  - Freshmotion: when an amendment is being debated, a member, when speaking in debate, may indicate a further amendment once the current amendment is dealt with
  - Seconder is required for all motions and amendments, then chair states the motion and proposes it for discussion
  - Once seconded and put, motions or amendments cannot be withdrawn without consent of majority of members present and voting
  - Chair may require motions in writing
  - Chair may require motion to be decided in parts
  - A meeting may substitute a motion with an amendment provided the mover and seconder agree ("substituted motion")
  - In any debate a member may:
    - speak once to each motion, including the original motion, a substituted motion or an amendment
    - move or second a motion once only
  - See flowchart for more detail
  - Meeting deals with one amendment before another amendment permitted
  - An amendment must be relevant
  - An amendment cannot be a direct negative (which would have same effect as the motion being lost)
  - No member can speak to a motion once the mover has commenced the reply or the chair has commenced putting the motion
  - No member may unduly criticise the validity of a resolution

#### Procedural motions to close or adjourn debate (1.7)
- **Terms**:
  - Procedural motion: A motion may be either procedural or substantive, a procedural motion deals with a matter of procedure, the standing orders provide for members to raise specific procedural motions
  - Can be moved by member who has not spoken in debate but must not interrupt
  - Types that may be raised by members:
    - Motion to adjourn
    - Motion to put on the table the matter under debate
    - Motion to put on the table the matter for discussion
    - Motion to put the matter for discussion
  - Majority vote required for procedural motions to close or adjourn debate. If lost no further procedural motion within 15 minutes
• Closure motion may be accepted by chair after two speakers for and two speakers against, or chair considers it reasonable
• Closure motion may relate to amendment
• If closure motion carried, mover of motion or amendment under debate has right of reply before it is put
• When debate resumes on an adjourned item, previous speakers cannot speak again (other than mover)
• Adjourned items are to be taken first at the subsequent meeting
Points of Order (1.8)
- Terms:
  - Point of order: relates to the proper conduct (order) of the meeting
- Speaker currently speaking to stop
- Member must state subject matter
- Types:
  - (a) where disorder is drawn to the attention of the chairperson,
  - (b) use of disrespectful offensive or malicious language,
  - (c) discussion of a question not before the meeting,
  - (d) misrepresentation of any statement made by a member or by Auckland Council staff,
  - (e) the breach of any standing order,
  - (f) a request that words objected to be recorded in the minutes.
- Contradiction is not a point of order
- Chair may hear further argument before deciding
- Ruling of chair is not open to discussion and is final
- During division needs chair’s permission

Voting (1.9)
- Chair has casting vote
- All voting to be open
- Members may abstain
- Members may request minutes record their vote or abstention
- Voting methods:
  - Voiced or show of hands
  - If questioned immediately then division
  - Chair or member can call division at start or after voicings/hands.
- If confusion on division - second division taken
- The chair may request staff to rewrite the motion prior to a division

Meeting quorums and attendance (3)
Quorum (3.1)
- Quorum for local board or joint committee meetings are half of the members if number is even, or majority of members if number is odd
- Quorum for committee meetings is not fewer than two members, and must include one local board member (in the case of a committee other than a subcommittee)
- Quorum not present at commencement:
  - meeting adjourned after 30 minutes
  - chair can extend this in specific circumstances
- Quorum lost during meeting:
  - meeting adjourned after 10 minutes
- Business of lapsed meeting is adjourned to next meeting unless chair calls earlier meeting

Governing body (5)
- Governing body members may provide input at the discretion of the chair
- May speak for up to five minutes
- Chair may prohibit offensive, repetitious or vexatious speech. Or speech that breaches these Standing Orders
- Governing body members can also request to speak as a deputation (when supported by resolution)

Māori input (6)
- Representatives of Māori organisations may provide input at the discretion of the chair
- May speak for up to 10 minutes
- Chair may prohibit offensive, repetitious or vexatious speech. Or speech that breaches these Standing Orders

Public (7)
Exclusion of public (7.4)
- Resolution to exclude the public must be in the specified form
- Must be passed when public are present

Public order (7.6)
- Any member of public likely to prejudice orderly conduct of meeting may be required to leave
- If necessary, any constable or Auckland Council staff may physically remove such person
- Security contractors act under instruction from authorised staff
- See LG08A 1087 550 for full legislation and separate guidance for chairs

Deputations (7.7)
- At the discretion of the chair
- Not more than two members may address meeting (unless have approval of local board for more)
- May speak for 10 minutes
- Chair may terminate presentation if disrespectful, offensive or where statements are made with malice

Public Forum (7.8)
- Time extension, from 30 minutes, can be obtained by vote to suspend standing orders
- Questions in order to obtain information or clarification may be asked with permission of chair
- Cannot be debated unless on the agenda or the process for extraordinary business is used
- Chair may prohibit a speaker from speaking if offensive, repetitious, vexatious or in breach of standing orders
- Where relevant to a committee a matter should be referred to that committee

General (9)
Alteration or suspension of standing orders (9.2.4 and 9.2.5)
- 75 per cent majority vote required
- Resolution to suspend must state reason
Motions and amendments – example of an amendment that is lost and an amendment that is carried

Original motion
Moved / seconded*

Debate on original motion

Each member may:
- speak once
- propose or second an amendment when speaking*

Amendment lost
Debate on original motion continues.
Those who have not spoken to the original motion may:
- speak once
- propose or second a further amendment when speaking*

Original motion is amended

Debate on amendments

Amendment proposed
Moved / seconded*
Each member may speak once to the proposed amendment

Amendment proposed
Moved / seconded*
Each member may speak once to the proposed amendment

Amendment carried
Debate on original motion, as amended, continues.
Those who have not spoken to the original motion may:
- speak once to the amended motion (the substantive motion)
- propose or second a further amendment when speaking*

Mover of original motion – right of reply**

Vote

Notes
* A seconder may second a motion or amendment, and reserve the right to speak.
** The original mover’s right of reply may be used during a debate on an amendment, without a further right of reply.
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1. Meeting procedures

1.1 General

1.1.1 Precedence of business

The minutes of the previous meeting must be confirmed first. Then the chairperson, or the local board or committee on a motion passed without debate, may give precedence to any business in the agenda.

1.1.2 Languages

A member may address the chairperson in English, Maori or New Zealand Sign Language.

However, when the local board or a committee’s business is usually conducted in English, the member must give the chairperson at least two clear working days’ notice that they intend to make an address in New Zealand Sign Language or in Maori. Providing at least two clear working days’ notice to the chairperson also applies where normal business is conducted in Maori, and the member wishes to use New Zealand Sign Language or English.

Where practical, Auckland Council will arrange for a translator to be present at these meetings. The chairperson may also require a speech to be translated and printed in English, Maori or another language.

1.1.3 Duration of meetings and time limits

A meeting must not continue for more than six hours from when it starts (including any meal breaks), or after 10:30pm, unless the meeting resolves to continue.

If there is no such resolution, any business on the agenda that has not been dealt with must be adjourned to the next meeting or to an extraordinary meeting or emergency.

1.1.4 Requests for reports

Requests for new reports must be made by a resolution of the local board or the appropriate committee.

The chief executive may delay commissioning any reports that would involve significant cost or are beyond the scope of the local board or committee. Instead, the chief executive will report back to the next meeting of the local board or committee with an estimate of the cost involved, and seek a direction on whether the report should still be prepared.

1.2 Chairperson’s role

1.2.1 Local board chairperson to preside

The chairperson of the local board must preside at each meeting of the local board, unless they vacate the chair for all or part of a particular meeting.

If the chairperson is absent from a meeting, the deputy chairperson must act as chairperson. If a deputy chairperson has not been appointed, or if the deputy chairperson is also absent, the members of the local board who are present must elect a member to be chairperson at that meeting. That person may exercise the responsibilities, duties, and powers of the chairperson.

[cl 26(1), (5) & (6), sch 7, LGA 2002]
1.2.2 **Committees**

The appointed chairperson of a committee must act as chairperson at all committee meetings, unless they vacate the chair for all or part of a particular meeting.

If the chairperson is absent from a meeting, the deputy chairperson (if any) will act as chairperson. If the deputy chairperson is also absent, or has not been appointed, the committee members who are present must elect a member to act as chairperson at that meeting. That person may exercise the responsibilities, duties and powers of the chairperson.

[(c) 20(2), (5) & (6), sch 7, LGA 2002]

1.2.3 **Mode of address for chairperson**

The person in the chair is to be addressed in such terms as denotes the statutory office of that person, the choice of mode of address being as determined by that person.

1.2.4 **Chairperson to decide**

The chairperson is to decide all questions where these standing orders make no provision or insufficient provision, and all points of order (see Standing Order 1.8.5 for chairperson’s rulings on points of order).

Any member who refuses to obey a chairperson’s ruling or order must be held to be in contempt.

1.2.5 **Chairperson rising**

Whenever the chairperson rises during a debate, members must be seated and be silent so that they can hear the chairperson without interruption.

1.2.6 **Members’ right to speak**

The chairperson grants members the right to speak.

Members must address the chairperson when speaking. They may remain seated when speaking, and may not leave their place while speaking, unless they have the leave of the chairperson.

1.2.7 **Chairperson prioritises speakers**

When two or more members want to speak, the chairperson will name the member who may speak first, with the proviso that the other members who wanted to speak must have precedence when they intend to:

a) raise a point of order, including a request to obtain a time extension for the previous speaker (see Standing Order 1.8)
b) move a motion to close or adjourn the debate (see Standing Order 1.7)
c) make a point of explanation or request an indulgence of the chairperson (see standing orders 1.5.3 and 1.5.4).

1.2.8 **Questions to staff during debate**

During a debate at a local board or committee meeting, members can ask staff questions about the matters being discussed. Questions must be asked through the chairperson, and are at their discretion.
1.3 **Members’ conduct**

1.3.1 **Disrespect**

No member of the local board or a committee may speak disrespectfully, or use offensive or malicious language at any meeting - including in reference to the local board or committee, any other member, or Auckland Council staff.

In addition, no member may imply that any other member or staff member has improper motives, or make offensive remarks about their private affairs.

1.3.2 **Retractions and apologies**

The chairperson may call upon a member or speaker to withdraw any offensive or malicious comments, and may require them to apologise. If the member refuses to do so, the chairperson may direct that they should leave the meeting immediately for a specified time.

1.3.3 **Calling to order**

When the chairperson calls members to order, they must be seated and stop speaking. If the members fail to do so, the chairperson may direct that they should leave the meeting immediately for a specified time.

1.3.4 **Disorderly conduct**

The chairperson may require any member whose conduct is disorderly or who is creating a disturbance to leave the meeting immediately for a specified time.

If the disorder continues, the chairperson may adjourn the meeting for a specified time. At the end of this time the meeting must resume and decide, without debate, whether the meeting should proceed or be adjourned.

The chairperson may also adjourn the meeting if other people cause disorder or in the event of an emergency.

*Note: Also refer to Standing Order 1.3.6 Removal from meeting*

1.3.5 **Contempt to be recorded in minutes**

Where the meeting resolves to find a member in contempt, that resolution must be recorded in the minutes.

1.3.6 **Removal from meeting**

A member of the police, or staff of Auckland Council, may, at the request of the chairperson, remove or exclude a member from a meeting if that member is required to leave the meeting by a ruling made under the standing orders and that member:

a) refuses or fails to leave the meeting; or

b) having left the meeting, attempts to re-enter the meeting without the permission of the chairperson.

*[ol 16(2), sch 7, LGA 2002]*

*Note: Also refer to Standing Order 1.3.4 Disorderly conduct*

1.3.7 **Financial interests**

Every member present at a meeting must declare any direct or indirect financial interest that they hold in any matter being discussed at the meeting, other than an interest that they hold in common with the public.
No member may vote on, or take part in a discussion about, any matter in which they have a direct or indirect financial interest. Where practical, members with a financial interest should leave the meeting room for the duration of the discussion. If it is not practical to leave the room, at a minimum, members must leave the table for the duration of the discussion.

The minutes must record any declarations of financial interests, and the member’s abstention from the discussions and voting on the matter.

[56(1), Local Authorities (Members’ Interests) Act 1968]

1.3.8 Non-financial interests

Where a member declares a non-financial interest in any matter, the member may decide whether that matter constitutes a conflict.

If the member considers that there is a conflict, they may not take part in the discussions about or vote on that matter. The member must leave the table when the matter is considered, but does not need to leave the room.

The minutes must record the declaration and member’s subsequent abstention from discussion and voting.

1.4 Qualified privilege

1.4.1 Qualified privilege relating to agenda and minutes

Where all or part of a meeting of the local board or its committees is open to the public, and a member of the public is supplied with a copy of the agenda or any part of the minutes for that meeting, the publication of any defamatory matter included in the agenda or in the minutes is privileged - unless the publication is proved to have been made with ill will or taking improper advantage of the publication.

[52 LGOIMA 1987]

1.4.2 Qualified privilege relating to oral statements

Any oral statement made at any meeting of the local board or its committees, in accordance with the rules that have been adopted by that local board for the guidance and order of its proceedings, is privileged - unless the statement is proved to have been made with ill will or taking improper advantage of the publication.

[53 LGOIMA 1987]

1.4.3 Qualified privilege additional to any other provisions

The privilege conferred by Standing Order 1.4.2 is in addition to, and not in substitution for, or derogation of any other privilege, whether absolute or qualified, that applies, by virtue of any other enactment or rule of law, to the proceedings of any meeting.

[53 LGOIMA 1987]
1.5 Rules of debate

1.5.1 Time limits on speakers

The following time limits apply to members speaking at meetings:

a) movers of motions when speaking to the motion – 10 minutes
b) movers of motions when exercising their right of reply – five minutes
c) other members – not more than five minutes.

Time limits can be extended by a majority vote of the members present.

1.5.2 Member speaking more than once

A member may not speak more than once to a motion or amendment. This Standing Order does not apply to meetings of committees or subcommittees.

1.5.3 Personal explanation

Notwithstanding Standing Order 1.5.2 members may make a personal explanation with the permission of the chairperson, but such matters may not be debated.

1.5.4 Explanation of previous speech

Notwithstanding Standing Order 1.5.2, with the permission of the chairperson, explanation of some material part of a previous speech in the same debate may be given by a member who has already spoken, but new matters may not be debated.

1.5.5 Limitation on speakers

If three speakers have spoken consecutively in support of or in opposition to a motion or amendment, the chairperson may call for a speaker to the contrary.

If no such speaker is forthcoming, and after the mover has had the right of reply, the motion must be put.

Members speaking must, if requested by the chairperson, announce whether they are speaking in support of or against the motion or amendment being debated.

1.5.6 Reserving speech

A member may second a motion or amendment without speaking to it, reserving the right to speak later in the debate.

1.5.7 Reading speeches

Members must not read speeches, except with the permission of the chairperson. They may, however, refresh their memory by referring to their notes.

1.5.8 Speaking only to relevant matters

Members may speak to any matter before the meeting, or on a motion or amendment they propose, or on a point of order arising out of debate, but not otherwise.

Members must confine their remarks strictly to the motion or amendment they are speaking to. They must not introduce irrelevant matters or repeat themselves needlessly.

The chairperson’s ruling on matters arising under this Standing Order is final and not open to challenge.
1.5.9 **Restating motion**

A member may ask the chairperson to restate the motion at any time during the debate, but may not interrupt a speaker.

1.5.10 **Reflections on resolutions**

In speaking in any debate, no member may unduly criticise the validity of any resolution of the local board or committee except by a notice of motion to amend or revoke the same.

1.5.11 **Objecting to words**

When a member objects to any words used by another member in speech, and requests the minutes record their objection, they must object when the words are used and not after any other member has spoken.

The chairperson must order the minutes to record the objection.

1.5.12 **Right of reply**

The mover of an original motion has a right of reply. A mover of an amendment to the original motion does not.

In their reply, the mover must confine themselves to answering previous speakers and not introduce any new matters.

A mover’s right of reply can only be used once. It can be exercised either at the end of the debate on the original motion or at the end of the debate on a proposed amendment. The original mover’s right of reply is then exhausted, although they may still take part in the debate on any subsequent proposed amendments.

However, the original mover may reserve their right of reply and speak once to an original motion and once to each amendment without losing that right of reply.

In exercising a right of reply, no other member may speak:

a) after the mover has started their reply
b) after the mover has indicated that they want to forego this right
c) where the mover has spoken to an amendment to the original motion, and the chairperson has indicated that they intend to put the motion.

1.6 **Motions and amendments**

1.6.1 **General procedure for speaking and moving motions**

In relation to a debate at a local board meeting, each member may

a) move or second one motion or amendment only
b) speak once to the original motion or substituted motion
c) speak once to each amendment.

This section does not apply to committees or subcommittees.

[Refer to diagram at front of these standing orders, and standing orders 1.6.7 Amendments to motions, 1.6.11 Lost amendments, 1.6.12 Where amendments carried]
1.6.2 **Requirement for a seconder**

All motions and amendments moved in debate (including notices of motion) must be seconded, and thereupon the chairperson shall state the matter raised and propose it for discussion.

1.6.3 **Motions and amendments not seconded**

Motions and amendments which are proposed but not seconded are not in order and are not entered in the minutes.

1.6.4 **Motions in writing**

The chairperson may require movers of motions and amendments to provide them in writing, signed by the mover.

1.6.5 **Motions expressed in parts**

The chairperson or any member can require a motion that has been expressed in parts, to be decided part by part.

1.6.6 **Substituted motion by amendment**

Where a motion is subject to an amendment, the meeting may substitute the motion with the amendment, provided the mover and seconder of the original motion agree to its withdrawal.

All members may speak to the substituted motion.

1.6.7 **Amendments to motions**

Only members who have not moved or seconded or spoken to the original (or substituted) motion may move or second an amendment to it. All members may speak to the amendment.

The exception is where the mover or seconder of a motion to adopt a report of a committee wants to amend an item in the report. In these circumstances, the original mover or seconder may also propose or second the suggested amendment.

1.6.8 **Amendments relevant**

Every proposed amendment must be relevant to the motion under discussion and not be in similar terms to an amendment which has been lost.

1.6.9 **Direct negatives not allowed**

Any amendment which amounts to a direct negative is not allowed. Direct negatives are amendments which, if carried, would have the same effect as negating the motion.

1.6.10 **Further amendments**

The meeting must dispose of an amendment before any further amendments can be proposed. However, members may notify the chairperson that they intend to move further amendments and the nature of their content.

1.6.11 **Lost amendments**

Where an amendment is lost, the meeting will resume the debate on the original (or substituted) motion. Any member who has not spoken to that motion may speak to it and may move or second a further amendment [Also note requirements in Standing Order 1.6.7 Amendments to motions].

Movers and seconders of previous amendments are regarded as having spoken to the motion only
and are entitled to speak to the new amendment, but are not entitled to move or second the new amendment.

1.6.12 Where amendment carried

Where an amendment is carried, the motion as amended becomes the substantive motion. Any member, other than previous movers or seconders in the debate and members who have spoken to the original (or substituted) motion, may then propose a further amendment. [Also note requirements in Standing Order 1.6.7 Amendments to motions].

1.6.13 Procedure until resolution

The procedures in Standing Orders 1.6.6 to 1.6.12 must be repeated until a resolution is adopted or defeated.

1.6.14 Withdrawal of motions and amendments

Once motions or amendments have been seconded and put to the meeting by the chairperson, they cannot be withdrawn without the consent of the majority of the members present and voting.

A motion to which an amendment has been moved and seconded cannot be withdrawn until the amendment is withdrawn or lost.

1.6.15 No speakers after reply or motion has been put

A member may not speak to any motion once:
   a) the mover has started their right of reply in relation to the motion
   b) the chairperson has started putting the motion.

1.7 Procedural motions

1.7.1 Procedural motions to close or adjourn a debate

Any member who has not spoken in a debate may move one of the following procedural motions to close or adjourn a debate:
   a) that the meeting be adjourned to the next ordinary meeting (unless the member states an alternative time and place)
   b) that the motion under debate should now be put (a closure motion)
   c) that the item being discussed should be adjourned to a specified time and place
   d) that the meeting should move directly to the next item, replacing the item under discussion
   e) that the item being discussed should lie on the table, and not be further discussed at that meeting
   f) that the item being discussed should be referred (or referred back) to the local board or relevant committee.

A member seeking to move a procedural motion must not interrupt another member who is already speaking.

1.7.2 Procedural motions take precedence

A procedural motion to close or adjourn a debate will take precedence over other business, other than points of order. If the procedural motion is seconded, the chairperson must put it to the vote immediately, without discussion or debate.
1.7.3 Voting on procedural motions to close or adjourn debate

Procedural motions to close or adjourn debate must be decided by a majority of all members who are present and voting.

If the motion is lost, no member may move a further procedural motion to close or adjourn the debate within the next 15 minutes.

1.7.4 Debate on adjourned items

When debate resumes on items of business that have been previously adjourned, the member who moved the adjournment may speak first in the debate. Members who have already spoken in the debate may not speak again.

1.7.5 Remaining business at adjourned meetings

Where a resolution is made to adjourn a meeting, the remaining business is not replaced. Instead, the remaining business will be considered first at the next ordinary meeting, or at an extraordinary meeting called to consider any or all of the remaining business.

1.7.6 Referral or referred back to committee

Business referred, or referred back, to a specified committee is to be considered at the next meeting of that committee, unless otherwise specified.

1.7.7 Chairperson may accept closure motions

The chairperson may accept a closure motion if there have been no less than two speakers for and two speakers against the motion, or, if there are no such speakers, in the chairperson’s opinion, it is reasonable to do so.

1.7.8 Closure motion to be put if no further speaker

Notwithstanding Standing Order 1.7.7 a closure motion shall be put if there is no further speaker in the debate.

1.7.9 Closure motion on amendment

When an amendment to a motion is under debate, a closure motion relates to the amendment and not to the motion.

1.7.10 Right of reply following closure

If a closure motion is carried, the mover of the motion or amendment then under debate is entitled to the right of reply, and the motion or amendment under debate is then to be put.

1.7.11 Suspension of standing orders

A member may move a motion to suspend standing orders as a procedural motion. The member must name the standing orders to be suspended and provide a reason for suspension. If seconded, the chairperson must put it without debate. At least 75 per cent of the members present and voting must vote in favour of the suspension. The resolution must state the reason for the suspension. (Also see Standing Order 9.2.4)

1.7.12 Other types of procedural motions

The chairperson has discretion about whether to allow any other procedural motion that is not contained in these standing orders.
1.8 Points of order

1.8.1 Members may raise points of order

Any member may raise a point of order when they believe these standing orders have been breached. When a point of order is raised, the member who was previously speaking must stop speaking and sit down (if standing).

1.8.2 Subjects for points of order

A member who is raising a point of order must state precisely what its subject is. Points of order may be raised for the following subjects:

a) disorder – bringing disorder to the attention of the chairperson
b) language – use of disrespectful, offensive or malicious language
c) irrelevance – the topic being discussed is not the matter currently before the meeting
d) misrepresentation – misrepresentation of any statement made by a member or Auckland Council staff
e) breach of standing order – the breach of any standing order
f) record words – a request that the minutes record the words objected to.

1.8.3 Contradictions

Expressing a difference of opinion or contradicting a statement by a previous speaker does not constitute a point of order.

1.8.4 Point of order during division

No point of order may be raised during a division except by the permission of the chairperson.

1.8.5 Decision of chairperson final

The chairperson may decide on any point of order immediately after it has been raised by any member, or may first hear further argument before deciding.

The ruling of the chairperson upon any point of order is not open to any discussion and is final.

1.9 Voting

1.9.1 Decisions by majority vote

Unless the Local Government Act 2002 or these standing orders provide otherwise, any act or questions coming before the local board or its committees must be done or decided on by an open vote by the majority of the members who are present and voting.

[cl 24(1) & (3), sch 7, LGA 2002]

1.9.2 Chairperson has casting vote

The chairperson or other person who is presiding at the meeting has a deliberative vote and, in cases where the votes are equal, has the casting vote.

[cl 24(4), sch 7, LGA 2002]

1.9.3 Members may abstain

Any member may abstain from voting.
1.9.4 **Method of voting**

The method of voting must be one of the following:

a) the chairperson, in putting the motion, will call for an expression of opinion on the voices or take a show of hands. The chairperson then announces the result, which is conclusive, unless a member immediately questions the announcement, in which case the chairperson will call a division.

b) the chairperson or any member will call for a division instead of, or immediately after, receiving an opinion on the voices or taking a show of hands.

c) an electronic voting system, if available, will be used and the chairperson must declare the result displayed.

1.9.5 **Divisions**

When a division is called, the chief executive or their nominee must take down the names of the members voting for and against the motion and of those abstaining, and will hand the list to the chairperson to declare the result. The minutes must record the result of the division.

Where there is confusion or error in the original division, the chairperson may call a second division.

1.9.6 **Restating the motion**

The chairperson may, immediately prior to any division being taken, request staff supporting the meeting to restate the motion upon which the division is to be taken.

1.9.7 **Members may have their votes recorded**

If a member requests it, immediately following a vote, the minutes must record the member’s vote or abstention.

1.10 **Revocation or alteration of resolutions**

1.10.1 **Revocation or alteration of resolutions**

A notice of motion for the revocation or alteration of all or part of a previous resolution of the local board or a committee is to be given to the chief executive by the member intending to move such a motion.

a) Such notice must set out:
   i. the resolution or part thereof which is proposed to be revoked or altered
   ii. the meeting date when it was passed
   iii. the motion (if any) that is intended to be moved in substitution thereof.

b) Such notice is to be given to the chief executive at least seven clear working days before the meeting at which it is proposed to consider such a motion, and must be signed by not less than one third of the members of the local board or the committee who made the previous resolution, including vacancies.

c) The chief executive or their nominee must then give members at least two clear working days’ notice in writing of the intended motion, and of the meeting at which it is proposed to move such motions.

1.10.2 **Restrictions on actions under the affected resolution**

Where a member has given a notice of motion to revoke or alter a previous resolution, no irreversible action may be taken under the resolution in question until the proposed notice of motion has been dealt with.
Except where, in the opinion of the chairperson:
   a) the practical effect of delaying action under the resolution would be the same as if the
      resolution had been revoked
   b) by reason of repetitive notices, the effect of the notice is an attempt by a minority to frustrate
      the will of the local board or the committee or sub-committee that made the previous
      resolution.

In either of these situations, action may be taken under the resolution as though no notice of motion
had been given to the chief executive.

1.10.3 Revocation or alteration by resolution at same meeting

A meeting may revoke or alter a previous resolution made at the same meeting where, during the
course of the meeting, it receives fresh facts or information concerning the resolution. In this
situation, 75 per cent of the members present and voting must agree to the revocation or alteration.

1.10.4 Revocation or alteration by recommendation in report

The local board or one of its committees may, on a recommendation in a report by the chairperson or
chief executive, or the report of any committee or subcommittee, revoke or alter all or part of a
resolution passed by a previous meeting.

The chief executive must give at least two clear working days' notice of any meeting that will consider
such a proposal, accompanied by details of the proposal.

1.11 Voting systems for appointments

1.11.1 Provisions for election or appointment of chairperson and deputy chairperson of
the local board and committees and representatives of the local board

In the case of elections or appointments to positions, the local board (or a committee, if so directed
by the local board) must determine by resolution that a person be elected or appointed by using one
of the following systems of voting:

   System A
   a) requires that a person is elected or appointed if they receive the votes of a majority of the
      members of the local board or committee present and voting
   b) has the following characteristics:
      i. there is a first round of voting for all candidates
      ii. if no candidate is successful in that round there is a second round of voting from which
         the candidate with the fewest votes in the first round is excluded
      iii. if no candidate is successful in the second round there is a third and if necessary
         subsequent round of voting from which, each time, the candidate with the fewest votes
         in the previous round is excluded
      iv. in any round of voting, if two or more candidates tie for the lowest number of votes, the
         person excluded from the next round is resolved by lot.

   System B
   a) requires that a person is elected or appointed if they receive more votes than any other
      candidate
   b) has the following characteristics:
      i. there is only one round of voting
      ii. if two or more candidates tie for the most votes, the tie is resolved by lot.

[cl 25, sch 7, LGA 2002]
2. **Holding meetings**

2.1 **Legal requirement to hold meetings and inaugural meeting**

2.1.1 **Legal requirement to hold meetings**

The local board must hold meetings that are necessary for the good government of Auckland.

Meetings must be called and conducted in accordance with:

a) Schedule 7 of the Local Government Act 2002
b) Part VII of the Local Government Official Information and Meetings Act 1987
c) these standing orders.

[cl 19(1) & (3), sch 7, LGA 2002]

2.1.2 **Inaugural meeting called by chief executive**

The inaugural meeting of the local board following a triennial general election of members must be called by the chief executive or nominee as soon as practicable after the results of the election are known.

The chief executive must give the persons elected to the local board not less than seven days' notice of the meeting. However, if an emergency exists, the chief executive may give notice of the meeting as soon as practicable.

The chief executive (or, in the absence of the chief executive, a nominee) must chair the meeting until the incoming members have made and attested the declaration required under clause 14 of Schedule 7 of the Local Government Act 2002 and a chairperson has been elected.

[cl 21(1)-(4), sch 7, LGA 2002]

2.1.3 **Business to be conducted at inaugural meeting**

The business that must be conducted at the inaugural meeting of the local board must include:

a) the making and attesting of the declarations required of the members under clause 14 of Schedule 7 of the Local Government Act 2002
b) the election of the chairperson of the local board
c) a general explanation, given or arranged by the chief executive, of:
   i. the Local Government Official Information and Meetings Act 1987
d) the fixing of the date and time of the first meeting of the local board, or the adoption of a schedule of meetings
e) the election of the deputy chairperson of the local board.

[cl 21(5), sch 7, LGA 2002]
2.2 Giving Notice

2.2.1 Notice for members

The chief executive must give notice in writing to each member of the local board or its committees of the time and place of any meeting.

Notice must be given at least 14 days before the meeting, unless Auckland Council has adopted a schedule of meetings, in which case notice must be given at least 14 days before the first meeting on the schedule.

[cl 19(5), sch 7, LGA 2002]

2.2.2 Members’ addresses

Local board members must give the chief executive a residential, business or other address within the Auckland Council area (and, if they wish, a fax number or email address), where notices and other materials relating to meetings and local board business can be sent.

2.2.3 Meeting schedules

Where the local board adopts a meeting schedule:
   a) the schedule may cover any period that Auckland Council considers appropriate
   b) the schedule may be amended
   c) notification of the schedule, or an amendment to it, will constitute notification of every meeting on the schedule or the amendment.

[cl 19(6), sch 7, LGA 2002]

2.2.4 Meetings not invalid because notice not received

Where a member did not receive notice of a meeting, or did not receive it in good time, the meeting is not invalid - unless the person responsible for giving notice is proved to have acted in bad faith or without reasonable care and the member concerned did not attend the meeting.

A member may waive the need to be given notice of a meeting.

[cl 20, sch 7, LGA 2002]

2.2.5 Cancellation of scheduled meetings

If it is necessary to cancel a scheduled meeting, all reasonable effort shall be taken to notify members and the public as soon as practicable of the cancellation and of the reasons for the cancellation.

A scheduled meeting shall be cancelled by the chairperson of the local board or committee in consultation with the chief executive or their nominee.

2.3 Extraordinary and emergency meetings

2.3.1 Extraordinary meetings may be called

An extraordinary meeting may be called by:
   a) a resolution of the local board or committee of the local board; or
   b) a request in writing delivered to the chief executive and signed by:
      i. the chairperson; or
      ii. not less than one third of the total membership of the local board (including vacancies) or the appropriate committee.
The resolution or requisition must specify the time and place at which the meeting is to be held and the
general nature of the business to be brought before the meeting.

[cl 22(1), sch 7, LGA 2002]

2.3.2 Notification of extraordinary meetings to members

The chief executive must give members at least three clear working days’ written notice of the time,
place and general nature of the business of an extraordinary meeting. The notice period may be
reduced where a resolution is made to this effect, but may not be less than 24 hours.

[cl 22(3), sch 7, LGA 2002]

2.3.3 Calling an emergency meeting

The chairperson, or if they are unavailable, the chief executive, may call an emergency meeting for an
earlier time than is provided in Standing Order 2.3.2 if it is necessary to deal with the business.
The person calling such a meeting must give each member and the chief executive notice of the time
and place of the meeting and the matters in respect of which the meeting is being called, by whatever
means is reasonable in the circumstances, at least 24 hours before the meeting.

[cl 22(2) & (4), sch 7, LGA 2002]

2.4 Agendas and meeting materials

2.4.1 Agenda to be sent to members

The chief executive must prepare an agenda for each meeting setting out the items the meeting will
consider.

The chief executive must send the agenda to every member at least two clear working days before the
day of the meeting, except where the meeting is an extraordinary or emergency meeting.

The chief executive may send the agenda, and other materials relating to the meeting or other
Auckland Council business, to members by electronic means.

See Appendix D for further information about how business is placed on an agenda.

2.4.2 Order of business

A meeting will deal with business in the order given on the agenda, unless the meeting or the
chairperson decides to give precedence to any business.

Committees and subcommittees do not have a default order of business. The usual order of business
for ordinary meetings of the local board is as set out below:

Open section
1) Welcome
2) Apologies
3) Declarations of interest
4) Confirmation of minutes
5) Leave of absence
6) Acknowledgements
7) Petitions
8) Deputations
9) Public forum
10) Extraordinary or emergency business
11) Notices of motion
12) Reports
13) Governing body input
14) Chairpersons report
15) Members reports
16) Consideration of extraordinary business items

Public excluded section
17) Reports

Where there are no items of business for a particular category given in the order, it does not need to appear on the agenda.

The order of business for an inaugural or extraordinary meeting should be limited to items that are relevant to the purpose of the meeting. The chairperson may allow governing body, Maori and public input that is relevant to the purpose of the meeting.

2.4.3 Status of agenda

No one may take any matter on a meeting agenda to be Auckland Council policy until it has been adopted by the relevant decision-maker/decision-making body at Auckland Council.

2.4.4 Public excluded items

The chief executive must place in the public-excluded section of the agenda any items that they reasonably expect the meeting to consider with the public excluded. The public excluded section of the agenda must indicate the subject matter of the item and the reason the public are excluded.

[§46A and 48, LGOMA 1987]

2.4.5 Urgent items not on the agenda may be dealt with (extraordinary business)

An item that is not on the agenda for a meeting may be dealt with at the meeting if:
   a) the local board or committee 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.

Extraordinary business may be brought before the meeting by a report from either the chief executive or the chairperson. Where the matter is so urgent that a written report is not practical, the report may be verbal.

[§45A(7), LGOMA 1987]

2.4.6 Discussion on minor matters not on the agenda

A meeting may discuss an item that is not on the agenda, if it is a minor matter relating to the general business of Auckland Council and the chairperson (or presiding member) explains at the beginning of the public part of the meeting that the item will be discussed.

The meeting may not make a resolution, decision or recommendation about the item, except to refer
it to a subsequent meeting for further discussion.

Whether or not a minor matter of extraordinary business may be discussed at a meeting is at the discretion of the chairperson.

[\$40A(7)] & [\$7A], LGOIMA 1987]

2.4.7 Chairperson’s report

The chairperson may, by way of report, bring any matter to the attention of a meeting of the local board or its committees that is within their role or function to consider.

2.5 Notices of motion

2.5.1 Notices of motion to be in writing

Notices of motion must:

a) be in writing signed by the mover
b) state the meeting at which it is proposed that the notice of motion be considered
c) be delivered to the chief executive or their nominee at least seven clear working days before such meeting.

[See also Standing Order 110.1]

2.5.2 Notice to be seconded

The notice of motion delivered to the chief executive must be signed by another member of the meeting as a seconder, unless Standing Order 110.1 applies.

2.5.3 Referral of notices of motion to committees

Any notice of motion referring to any matter ordinarily dealt with by a committee of the local board may be referred to that committee by the chief executive. Where such notices are so referred, the mover of the motion shall, if not a member of that committee, have the right to move that motion, and of reply, as a committee member.

2.5.4 Refusal of notice

The chairperson may direct the chief executive to refuse the notice if it is:

a) disrespectful, or contains offensive language or malicious statements
b) not related to the role or functions of the local board or the relevant committee
c) ambiguous, or states fact or opinion that cannot form part of an effective resolution, and the mover has declined to comply with requirements of the chief executive
d) concerned with matters that are already on the agenda.

The chief executive must let the member who is proposing the motion know the reason it has been refused.

[See also Standing Order 258 for rejections of repeat notices.]

2.5.5 Mover of notice of motion

Notices of motion may not proceed in the absence of the mover, unless moved by another member authorised in writing by the mover to do so.

2.5.6 Alteration of notice of motion
A notice of motion may only be altered by the mover with the consent of the meeting.

2.5.7 **When notices of motion lapse**

Notices of motion not moved, on being called for by the chairperson, shall lapse.

2.5.8 **Repeat notices**

The chairperson may direct the chief executive to refuse any notice that they consider:

a) has substantially the same purpose and effect as one that the local board or a committee has rejected within the previous six months, unless one-third of all members (including vacancies) have signed the new notice

b) is to the same effect as a notice of motion that the local board or a committee has considered twice and rejected within the previous six months

c) is to the same effect as a notice of motion already adopted and that still stands.
3. Meeting quorums and attendance

3.1 Quorums

3.1.1 Definition of quorum for local board or joint committee meetings

The quorum at a meeting of the local board or joint committee consists of:

a) half of the members if the number of members (including vacancies) is even; or
b) a majority of members if the number of members (including vacancies) is odd.

[sl 23(3)(a) & 30A(6), sch 7, LGA 2002]

3.1.2 Definition of quorum for local board committee meetings

The quorum at a meeting of a committee or subcommittee:

a) is not fewer than two members of that committee or subcommittee (as determined by the local board that appoints the committee or the committee that appoints the subcommittee); and
b) in the case of a committee other than a subcommittee, must include at least one member of the local board.

[sl 23(3)(b), sch 7, LGA 2002]

3.1.3 Requirement for a quorum

A meeting is constituted where a quorum of members is present, whether or not they are all voting or entitled to vote. In order to conduct any business at a meeting, a quorum of members must be present for the whole time that the business is being considered.

[sl 23(3) & (2), sch 7, LGA 2002]

3.1.4 Meeting lapses where no quorum

A meeting must lapse and the chairperson vacate the chair if a quorum is not present within 30 minutes of the start of the meeting.

The chairperson may extend the time that the meeting will wait for a quorum by up to 10 minutes in situations where members are known to be travelling to the meeting, but are delayed due to unusual weather or traffic congestion.

Where a meeting lapses because there is no quorum, this will be recorded in the minutes, along with the names of the members who attended.

3.1.5 Business from lapsed meetings

Where a meeting lapses, the remaining business will be adjourned until the next ordinary meeting, unless the chairperson sets an earlier meeting and this is notified by the chief executive.

3.1.6 Lapses after meeting starts

The business of the meeting will be suspended where, after a meeting starts, a member or members leave and there is no longer a quorum. If the quorum is not made up within 10 minutes, the rest of the meeting must lapse and the chairperson vacates the chair.

Any remaining business on the agenda that has not been dealt with must be adjourned to the next meeting or to an extraordinary meeting.
3.2 Attendance

3.2.1 Right to attend meetings

Any member of the local board or its committees has the right to attend any local board or committee meeting, unless they are lawfully excluded.

[cl 19(2), sch 7, LGA 2002]

3.2.2 Granting leave of absence

The local board may grant leave of absence to a member from its meetings or those of its committees, upon application by the member.

The granting of a leave absence may be delegated to the chairperson of the local board to protect the privacy of the member applying.

Meeting minutes will record that a member has leave of absence for that meeting, but not the length of the leave.

3.2.3 Apologies at meetings

If a member has not obtained leave of absence, an apology may be tendered on behalf of the member and the apology may be accepted or declined by the local board or the relevant committee.

Acceptance of the apology shall be deemed to be a granting of leave of absence for that meeting.

3.2.4 Recording apologies

The chairperson must invite apologies at the beginning of each meeting, including apologies for lateness and early departure. These shall be recorded in the minutes, including whether they were accepted or declined and the time of arrival and departure of all members.

3.2.5 Absence without leave

An extraordinary vacancy is created where any member is absent without leave of the local board from four consecutive meetings other than extraordinary meetings of the local board.

[cl 6, sch 7, LGA 2002]

3.3 Electronic attendance

3.3.1 Attendance by electronic link

Provided the conditions in these standing orders are met, members of the local board or its committees have the right to attend meetings by means of an electronic link, unless they have been lawfully excluded.

[cl 25A(1) & 27(5)(a), sch 7, LGA 2002]

3.3.2 Member’s status – quorum and vote

Members who attend meetings by electronic link will not be counted as present for the purposes of a quorum.

However, if the meeting otherwise has a quorum, then the member attending by electronic link can vote on any matters raised at the meeting.

[cl 25A(4), sch 7, LGA 2002]
3.3.3 Conditions for attending by electronic link

The local board or its committees may give approval for a member to attend meetings by electronic link, either generally or for a specific meeting. Situations where approval can be given are:

a) where the member is at a place that makes their physical presence at the meeting impossible or impracticable
b) to accommodate the member’s illness or infirmity
c) in emergencies

The member who is seeking to attend by electronic link may not take part in the vote to give approval. The only exception is where there is an emergency, in which case the member seeking to attend by electronic link can take part in the vote.

[td 26A(1) & 27(6)(b), sch 7, LGA 2002]

3.3.4 Request to attend by electronic link

Where possible, a member will give the chairperson of the local board or its committees and the chief executive at least two clear working days’ written notice, where they want to attend a meeting by electronic link. Where, because of illness or emergency, this is not possible, the member may give less notice.

Where such a request is made, the chief executive must take reasonable steps to enable the member to attend by electronic link. However, Auckland Council has no obligation to make the technology for an electronic link available.

If the member’s request cannot be accommodated, or there is a technological issue with the link, this will not invalidate any acts or proceedings of the local board or its committees.

[td 25A(1), (5) & 27(5), sch 7, LGA 2002]

3.3.5 Chairperson’s duties

Where a member is attending a meeting by electronic link, the chairperson must ensure that:

a) the technology for the link is available and of suitable quality
b) procedures for using the technology in the meeting will ensure that:
   i. everyone participating in the meeting can hear each other
   ii. the member’s attendance by electronic link does not reduce their accountability or accessibility in relation to the meeting
   iii. the requirements of Part 7 of the Local Government Official Information and Meetings Act 1987 are met
   iv. the requirements in these standing orders are met.

[td 25A(1) & (3), sch 7, LGA 2002]

3.3.6 Chairperson may terminate link

The chairperson may direct that an electronic link should be terminated where:

a) use of the link is increasing, or may unreasonably increase, the length of the meeting
b) the behaviour of the members using the link warrants it, including the style, degree and extent of interaction between them

[td 25A(1) & (3), sch 7, LGA 2002]
3.3.7 Giving or showing a document

A person attending a meeting by electronic link may give or show a document by:

a) transmitting it electronically
b) using the electronic link
c) any other manner that the chairperson thinks fit.

[cf 25A(6), sch 7, LGA 2002]

3.3.8 Link failure

Where an electronic link fails, or there are other technological issues that prevent a member who is attending by link from participating in a meeting, that member must be deemed to be no longer attending the meeting.

[cf 25A(1), sch 7, LGA 2002]

3.3.9 Confidentiality

A member who is attending a meeting by electronic link must ensure that the meeting’s proceedings remain confidential during any times that the public are excluded. At such times, the chairperson may require the member to confirm that no unauthorised people are able to view or hear the proceedings.

3.3.10 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.
4. Committees and subcommittees

4.1 General

4.1.1 Appointment of committees and subcommittees

The local board may appoint committees that it considers appropriate.

A committee may appoint the subcommittees that it considers appropriate, unless it is prohibited from doing so by the local board.

[cl 30 (1) & (2), sch 7, LGA 2002]

4.1.2 Committees subject to direction of the local board

A committee is subject in all things to the control of the local board, and must carry out all general and special directions of the local board that relate to the committee/other body or its affairs.

A subcommittee is subject in all things to the control of the committee that appointed it, and must carry out all general and special directions of the committee that relate to the subcommittee or its affairs.

Nothing in this standing order entitles the local board or committee to rescind or amend a decision made under a delegation, which authorises the making of a decision by a committee, or a subcommittee.

[cl 30(3), (4) & (5), sch 7, LGA 2002]

4.1.3 Discharge or reconstitution of committees or subcommittees

Unless expressly provided otherwise in an Act:

a) the local board may discharge or reconstitute a committee or subcommittee
b) a committee may discharge or reconstitute a subcommittee.

At the end of each term, a committee or subcommittee is (unless the local board resolves otherwise) deemed to be discharged on the coming into office of the members of the local board elected or appointed at or following the next general election.

[cl 30(6) & (7), sch 7, LGA 2002]

4.1.4 Proceedings not invalidated by vacancies or irregularities

An act or proceeding of the local board or committee, or of a person acting as a member of the local board or committee, is not invalidated by:

a) a vacancy in the membership of the local board or committee at the time of that act or proceeding; or
b) the subsequent discovery of:
   i. some defect in the election or appointment of the person acting as a member of the local board or committee;
   ii. that that person was or is incapable of being a member.

[cl 29, sch 7, LGA 2002]

4.2 Membership of committees and subcommittees

4.2.1 Appointment or discharge of committee members and subcommittee members
The local board may appoint or discharge any member of a committee or a subcommittee. Unless directed otherwise by the local board, a committee may appoint or discharge any member of a subcommittee appointed by the committee.

[c1 31(1) & (2), sch 7, LGA 2002]

4.2.2 Appointed members on committees and subcommittees

The members of a committee or subcommittee may, but need not be, elected members of the local board. The local board or committee may appoint to a committee or subcommittee a person who is not a member of the local board if, in the opinion of the local board or the committee, that person has the skills, attributes or knowledge that will assist the work of the committee or subcommittee.

At least one member of a committee must be an elected member of the local board. Auckland Council staff acting in the course of their employment may not act as a member of any committee unless that committee is a subcommittee.

The Independent Māori Statutory Board must appoint a maximum of two people to sit as members of committees that deal with the management and stewardship of natural and physical resources.

[c1 31(3) & (4), sch 7, LGA 2002]
[888, Local Government (Auckland Council) Act 2005]

4.2.3 Minimum numbers on committees and subcommittees

The minimum number of members is three for a committee, and is two for a subcommittee.

[c1 31(6), sch 7, LGA 2002]

4.2.4 Chairperson ex-officio committee member

The chairperson of the local board may be appointed an ex-officio member of any committee other than a quasi-judicial committee.

4.2.5 Members attendance at all committee meetings

Except when a committee is performing a judicial or quasi-judicial function, any member of the local board may:

a) attend any meeting of any committee
b) put a question to the chairperson to elicit information
c) take part in the discussion of the committee meeting

A member of the local board, who is not a member of the committee, may not vote on any matter before the committee.

When a committee is performing any judicial or quasi-judicial function, a member of the local board who is not a member of the committee shall not be entitled to take any part in the proceedings by virtue of their office.

While a committee is deliberating its decision on any matter in the performance of any judicial or quasi-judicial function, no member of the local board shall be entitled to be present unless:

a) they are a member of the committee; and
b) where the committee is conducting an oral hearing of the matter on which it is deliberating, the member was present throughout the course of that hearing.

[c1 49(2), sch 7, LGA 2002]
4.3 Joint committees

4.3.1 Appointment of joint committee

The local board may appoint a joint committee with another local board, the governing body, another local authority, or other public body.

[cl 30(1) & 30A, sch 7, LGA 2002]

4.3.2 Status of joint committees

A joint committee is deemed to be both a committee of the local board and a committee of the other local board, governing body, local authority or other public body.

[cl 30A(5), sch 7, LGA 2002]

4.3.3 Powers and responsibilities of joint committees

Part 1 of Schedule 7 of the Local Government Act 2002 applies to a joint committee except that:

a) the powers to discharge any individual member and appoint another in their stead must be exercised by the local board or public body that made the appointment

b) the meeting quorum is as stated in Standing Order 31.1

c) the committee may appoint and remove its own chairperson or deputy chairperson.

[cl 30A(6), sch 7, LGA 2002]

4.4 Powers of delegation

4.4.1 Delegations to committees, members and staff

For the purposes of efficiency and effectiveness in the conduct of the local board’s business, the local board may delegate to a committee, subcommittee or member of the local board or Auckland Council staff any of its responsibilities, duties, and powers except:

a) the duty to identify and communicate the interests and preferences of the people in its local board area in relation to the content of the strategies, policies, plans, and bylaws of Auckland Council

b) the power to propose a bylaw or an amendment to a bylaw

c) the power to confirm a bylaw or modify a proposed bylaw

d) the power to propose the revocation of a bylaw

e) the duty to adopt the local board plan for its area

f) the duty to agree the local board agreement for its area with the governing body

g) the power to apply to the Local Government Commission for a binding determination in respect of a dispute between itself and the governing body

h) a responsibility, power or duty that the Local Government Act 2002 or any Act expressly provides may not be delegated.

However, this Standing Order does not restrict the power of the local board to delegate, to a committee or member of the local board or Auckland Council staff, the power to do anything precedent to the performance or exercise by the local board of a duty or power specified in a)-h) above (after consulting the committee or member or staff).

This clause applies to any responsibilities, duties, or powers delegated to the local board by the governing body subject to any conditions, limitations, or prohibitions imposed by the governing body when making the original delegation.
A committee or member of the local board or Auckland Council staff may delegate a responsibility, duty, or power delegated to it or them under this Standing Order to a subcommittee or person - subject to any conditions, limitations, or prohibitions imposed by the original delegation from the local board.

Note: This Standing Order does not apply to onward delegations by the local board of Auckland Transport matters (covered by Standing Order 4.4.2).

[td 36D, sch 7, LGA 2002]

4.4.2 Onward delegation of Auckland Transport matters

The local board may delegate any responsibilities, duties, functions, or powers, which have been delegated to it by Auckland Transport, to a subcommittee or person. This is subject to any conditions, limitations or prohibitions imposed by Auckland Transport when making the original delegation.

Note: for the purposes of this Standing Order, subcommittee includes committee.

[js 54 (4) Local Government (Auckland Council) Act 2009]

4.4.3 Use of delegated powers

A committee, subcommittee or person to which or to whom any responsibility, duty or power is delegated may perform or exercise the responsibility, duty or power in the same way and with the same effect as it could have been performed or exercised by:

a) the local board, in the case of a delegation under Standing Order 4.4.1
b) the governing body, in the case of a delegation under Standing Order 4.4.2
c) Auckland Transport, in the case of a delegation under Standing Order 4.4.3.

No confirmation is required, from the local board, committee, subcommittee or individual that made the delegation, before performing or exercising the delegated responsibility, duty or power.
5. Governing body input

Note: the provisions in this section are separate from, and in addition to, provisions regarding deputations. See Standing Order 7.7.7. Where the governing body also has the right to speak under Standing Order 7.7.7, the provisions in this section must not be used to speak about the same matter.

5.1.1 Governing body speaking rights

A member of the governing body may provide input to the local board and its committees via speaking rights at items on the agenda, at the discretion of the chairperson.

5.1.2 Governing body members update

Provision will be made on the agenda for governing body members to update the board on regional matters of interest to the local board, or on any matter the governing body member wishes to raise with the local board.

5.1.3 Chairperson’s discretion

The chairperson may:

a) decline a request to speak where the request does not comply with these standing orders
b) refuse a request to speak if in their opinion there will be insufficient time to hear the governing body member because of the amount of business to be conducted at the meeting
c) waive requirements in these standing orders where they consider there are exceptional circumstances. In particular, the chairperson may accept an application to speak that is made less than seven clear working days before the meeting, where they consider the matter is urgent and of major public interest
d) direct a speaker to a different committee if they consider this more appropriate, given the proposed subject matter
e) prohibit a governing body member from speaking if they are offensive, repetitious or vexatious, or otherwise breach these standing orders.

5.1.4 Subjects

A speaker may not speak about a matter that:

a) has already been considered and decided
b) has a separate public hearings or consultation process attached to it
c) is subject to a quasi-judicial process
d) is outside of the scope or functions of that local board or committee.

5.1.5 Notice

The governing body member must give the chief executive at least seven clear working days’ notice, before the date of the meeting, of their wish to provide input.

5.1.6 Language for speeches

The governing body member may address a meeting in English, Māori or New Zealand Sign Language. However, they should advise the chairperson of their intention to speak in a language other than English at least two clear working days before the meeting.

Where practical, Auckland Council will arrange for a translator to be present at the meeting. The chairperson may also order the speech and any accompanying documents to be translated and printed in English or Māori or another language.
5.1.7 Time allocated for input

A governing body member may speak for up to five minutes when speaking to items on the agenda and 10 minutes when speaking to a Governing Body members update report.
6. Māori input

6.1.1 Māori speaking rights

Representatives of Māori organisations or their nominees may provide input to the local board and its committees on items on the agenda at the time the item is being considered.

With the permission of the chairperson, members may ask questions of Māori representatives. Such questions are to be confined to obtaining information or clarification on matters raised by the speaker.

6.1.2 Chairperson’s discretion

The chairperson may:

a) decline a request to speak where the request does not comply with these standing orders

b) refuse a request to speak if in their opinion there will be insufficient time to hear the representative because of the amount of business to be conducted at the meeting

c) waive requirements in these standing orders where they consider there are exceptional circumstances. In particular, the chairperson may accept an application to speak that is made less than seven clear working days before the meeting, where they consider the matter is urgent and of major public interest

d) direct a speaker to a different committee if they consider this more appropriate, given the proposed subject matter

e) prohibit a representative from speaking if they are offensive, repetitious or vexatious, or otherwise breach these standing orders.

6.1.3 Subjects

A speaker may not speak about a matter that:

a) has already been considered and decided

b) has a separate public hearings or consultation process attached to it

c) is subject to a quasi-judicial process

d) is outside of the scope or functions of that local board or committee.

6.1.4 Notice

Representatives of Māori organisations or their nominees must give the chief executive at least seven clear working days’ notice, before the date of the meeting, of their wish to speak at the meeting.

6.1.5 Language for speeches

The representative may address a meeting in English, Māori or New Zealand Sign Language. However, they should advise the chairperson of their intention to speak in a language other than English at least two clear working days before the meeting.

Where practical, Auckland Council will arrange for a translator to be present. The chairperson may also require a speech or document presented to be translated and printed in English, Māori or another language.

6.1.6 Time allocated for input

Representatives of Māori organisations or their nominees may speak for up to ten minutes.

Note: the provisions in this section are separate from, and in addition to, provisions regarding deputations, public forum and petitions.
7. Public attendance

7.1 Public access to meetings

7.1.1 Meetings normally to be open to the public

Except as otherwise provided by Part VII of the Local Government Official Information and Meetings Act 1987, every meeting of the local board or its committees shall be open to the public.

For the purposes of Part VII of the Local Government Official Information and Meetings Act 1987, bona fide members of the news media shall be treated as members of the public and shall be entitled to attend any meeting or any part of a meeting for the purpose of reporting the proceedings for any news media.

[as 47 & 49(a) LGOMA 1987]

7.2 Public notice

7.2.1 Public notification about meetings

All meetings scheduled for the following month must be publicly notified not more than 14 days and not less than five days before the end of every month, together with the relevant dates, times and places of the meetings.

However, meetings to be held on or after the 21st day of the month may instead be publicly notified not more than 10 nor less than five clear working days before the day on which the meeting is to be held.

[as 49(1)&(2), LGOMA 1987]

7.2.2 Public notification additional requirements

The chief executive is to make any other arrangement for the notification of meetings, including extraordinary or emergency meetings, as the local board or the relevant committee may from time to time determine.

7.2.3 Notification of extraordinary or emergency meetings

Where the local board or committee calls an extraordinary or emergency meeting but cannot give public notice to the extent required in Standing Order 7.2.1, the council must publicly notify the meeting, and the general nature of business to be considered at it, as soon as reasonably practicable before the meeting. If it is not practicable to publish a notice in newspapers before the meeting, the council must publicly notify the meeting as soon as practicable on the council’s website and in any other manner that is reasonable in the circumstances.

[as 46(3) & (4), LGOMA 1987]

7.2.4 Public notice of resolutions of extraordinary or emergency meetings

Auckland Council must publicly notify, as soon as practicable, any resolution passed at an extraordinary meeting, unless:

a) the meeting passed the resolution while the public was excluded, or
b) Auckland Council publicly notified the extraordinary meeting at least five clear working days before the day of the meeting.

Resolution in this context means any resolution on the matters for which the extraordinary meeting
was held.

[§ 51A, LGOIMA 1987]

7.2.5 **Meetings not publicly notified**

Where the local board or committee becomes aware that a meeting has not been publicly notified in accordance with Standing Orders 7.2.1 and 7.2.3, Auckland Council must give public notice that the meeting was not notified, the reasons why it was not notified and the general nature of any business transacted at the meeting, as soon as practicable.

A meeting does not become invalid merely because it was not publicly notified.

[§ 46 (5) & (6), LGOIMA 1987]

7.3 **Public access to information**

7.3.1 **Information to be available to public**

All information provided to members at local board and committee meetings must be available to the public and news media, unless any item included in the agenda refers to any matter reasonably expected to be discussed with the public excluded.

[§ 5 & 49 LGOIMA 1987]

7.3.2 **Availability of agendas and reports**

Any member of the public may, without payment of a fee, inspect, during normal office hours, within a period of at least two working days before every meeting, all agendas and associated reports circulated to members relating to that meeting.

The agendas:

a) shall be available for inspection at the public offices of Auckland Council (including service delivery centres) and the public libraries under Auckland Council’s control in the local board area.

b) shall be accompanied by either:

i. the associated reports, or

ii. a notice specifying the places at which the associated reports may be inspected.

The associated reports shall be available for inspection at the public offices of Auckland Council in the local board area.

Any member of the public may take notes from any agenda or report that they inspect. They may also request a copy of all or part of an agenda or report, and upon paying the prescribed amount (if any) must be provided with a copy as soon as practicable.

Where a meeting is an extraordinary or emergency meeting called pursuant to a resolution of the local board or committee, the agenda and any associated reports shall be made available as soon as is reasonable in the circumstances.

[§ 46A(1)-(6) LGOIMA 1987]

7.3.3 **List of committee members publicly available**

The members of the local board and each committee are to be named on the relevant agenda.
7.3.4 **Matters discussed with public excluded**

The chief executive may exclude, from the information that is made available to the public, any reports (or items from reports) that they reasonably expect the meeting to discuss while the public is excluded. The chief executive will indicate such excluded reports on the agenda.

[*s 46A(8), 5 & 49(d), LGOMA1987*]

7.3.5 **Agenda made available at meetings**

Auckland Council will provide sufficient copies of the agenda at meetings for viewing by members of the public.

A fee may be charged for an agenda, if a member of the public wishes to take an agenda away with them.

[*s 49, LGOMA 1987*]

7.3.6 **Public entitled to inspect minutes**

The public may, without charge, inspect and take notes from the minutes of any meeting or part of any meeting that the public was not excluded from.

The public may be given a copy of such minutes.

[*s 51, LGOMA1987*]

7.3.7 **Minutes for public excluded sessions**

The chief executive must consider any request for the minutes of a meeting, or part of a meeting, that the public was excluded from, as a request for official information under the Local Government Official Information and Meetings Act 1987.

[*s 51(3), LGOMA1987*]

7.3.8 **Reporting and recording meetings**

For the purposes of Part VI of the Local Government Official Information and Meetings Act 1987, bona fide members of the news media shall be treated as members of the public.

Bona fide members of the news media/members of the public may attend any meeting, or part of a meeting, that is open to the public and report on the proceedings.

Any person who wants to record a meeting must notify the chairperson of their intention before the meeting starts, and record the meeting unobtrusively, without distracting members.

[*s 49(a), LGOMA1987*]

7.4 **Public exclusion**

7.4.1 **Motions and resolutions to exclude the public**

The local board or committee may resolve to exclude the public from a meeting. The only grounds for exclusion are those specified in Section 48 of the Local Government Official Information and Meetings Act 1987 (see Appendix A).

Every motion to exclude the public must be put when the meeting is open to the public, and copies of the motion must be made available to any member of the public who is present.
If the motion is passed, the resolution to exclude the public must be in the form set out in Schedule 2A to the Local Government Official Information and Meetings Act 1987. The resolution must state the general subject of each matter to be excluded, the reason for passing the resolution in relation to that matter, and the grounds on which the resolution is based. The resolution will form part of the meeting’s minutes.

See Appendix B for further information about who may remain and who must leave.

[S 48 & schedule 2A, LGOIMA1987]

### 7.4.2 Specified people may remain

Where a meeting resolves to exclude the public, the resolution may provide for specified persons to remain if, in the opinion of the meeting, they have knowledge that will assist the meeting. Any such resolution must state, in relation to the matter to be discussed, how the knowledge held by the specified people is relevant and how it will assist.

No such resolution is necessary in respect of the attendance of the chief executive and relevant staff during a public excluded session.

[S 48 (5) & (6), LGOIMA1987]

### 7.4.3 Public excluded business not to be disclosed

No member or staff member may disclose to any person (other than another member or staff member) information that has been, or is to be, presented to any meeting from which the public is excluded, or proposed to be excluded.

This restriction does not apply where:

a) a meeting has resolved to make the information publicly available

b) there are no grounds under the Local Government Official Information and Meetings Act 1987 for withholding the information when requested

c) the information is no longer confidential.

The local board or committee may provide for the release to the public of information, which the meeting considered while the public were excluded.

### 7.4.4 Standing orders

These standing orders will still apply to meetings, or parts of meetings, from which the public has been excluded.

### 7.5 Public order

#### 7.5.1 Chairperson may require members of the public to leave meeting

The chairperson may require any member of the public to leave the meeting, where the chairperson believes on reasonable grounds that the behaviour of that member of the public is likely to prejudice the orderly conduct of the meeting if that person is permitted to remain.

[S 50, LGOIMA1987]
7.5.2 Removal of members of public

Any police officer or Auckland Council staff may, at the request of the chairperson, remove or exclude a member of the public from a meeting if they have been required to leave in accordance with Standing Order 7.5.1 and

a) refuses or fails to leave the meeting; or
b) having left the meeting, attempts to re-enter the meeting without the permission of the chairperson.

[sl 56. LGOMA1987]

7.6 Petitions

7.6.1 Petition in English, Māori or New Zealand Sign Language

A written petition provided to the local board or any of its committees may be in English or Māori. Any presentation of the petition may be in English, Māori or New Zealand Sign Language.

Prior arrangement with the chairperson should be sought at least two clear working days before the meeting if the written and/or presentation of the petition is not in English. Where practical, Auckland Council will arrange for a translator to be present at the meeting. The chairperson may also order the speech and any accompanying documents to be translated and printed in English or Māori or another language.

7.6.2 Form of petitions

Every written petition presented to the local board or to any of its committees must comprise fewer than 50 words (not including signatures), and not be disrespectful nor use offensive language or include statements made with malice (see Standing Orders 1.4 regarding qualified privilege).

7.6.3 Petition presented by petitioner

A petitioner who presents a petition to the local board or a committee may speak for five minutes about the petition, unless the meeting resolves otherwise.

The chairperson must close the presentation of the petition if they believe the petitioner is being disrespectful, offensive or making malicious statements.

7.6.4 Petition presented by member

Members may present petitions on behalf of petitioners. In doing so, members must confine themselves to reading:

a) the petition
b) the petitioners’ statement
c) the number of signatures.
7.7 Deputations

7.7.1 Notice

Deputations may be received by the local board or any of its committees provided an application for admission, setting forth the subject, has been lodged with the chief executive at least seven clear working days before the date of the meeting concerned, and has been subsequently approved by the chairperson.

[Note: Standing Order 7.7.7 Deputations from the governing body or another local board]

7.7.2 Chairperson’s discretion

The chairperson may:

a) decline a request for a deputation where the request does not comply with these standing orders
b) refuse a request for a deputation if in their opinion there will be insufficient time to receive the deputation because of the amount of business to be conducted at the meeting or the number of other deputations
c) direct a speaker to a different committee if they consider this more appropriate, given the proposed subject matter
d) refuse a request for a deputation where it is offensive, repetitious or vexatious.

[Also note Standing Order 7.7.4 on Urgency or major public interest]

7.7.3 Subjects

A speaker may not speak about a matter that:

a) has already been considered and decided
b) has a separate public hearings or consultation process attached to it
c) is subject to a quasi-judicial process
d) is outside of the scope or functions of that local board or committee.

7.7.4 Urgency or major public interest

Notwithstanding standing orders 7.7.1 and 7.7.2, where in the opinion of the chairperson the matter which is the subject of a deputation is one of urgency or major public interest the chairperson may determine that the deputation be received.

7.7.5 Deputations and presentations in English, Māori or New Zealand Sign Language

A deputation or presentation to the local board or any of its committees may be made in English or Māori or New Zealand Sign Language.

Prior arrangement with the chairperson should be sought at least two clear working days before the meeting if the address is not in English.

Where practical, Auckland Council will arrange for a translator to be present. The chairperson may also require a speech or document presented to be translated and printed in English, Māori or another language.

7.7.6 Procedures for deputations

Except with the approval of the local board or committee, not more than two members of a deputation may address the meeting.

After a presentation is received, members may put to the deputation any question pertinent to the subject heard, but no member may express an opinion upon, or discuss the subject, until the
deputation has completed making its submissions and answering questions (also see Standing Order 1.4.2 regarding qualified privilege).

The meeting may not make any resolution on issues raised during a deputation except to refer the matter to a future meeting, or to another committee, or to the chief executive for investigation.

[Note: s 76 – 81, LGA 2002, regarding decision-making]

7.7.7 Deputations from the governing body or other local board

A deputation from another local board or the governing body must be authorised by a resolution of that body and be about a matter affecting the other local board's or governing body's interests. The period of notice shall be two clear working days before the meeting date.

7.7.8 Termination of presentation if disrespectful

The chairperson may close a presentation in progress which is disrespectful or offensive, or where the chairperson has reason to believe that statements have been made with malice (also see Standing Order 1.4.2 regarding qualified privilege).

7.7.9 Time limit on presentation

Unless the meeting determines otherwise in any particular case, a limit of 10 minutes is placed on a speaker making a presentation, or if there are two members of the deputation addressing the meeting 10 minutes in total for the two speakers.

[Note: s 76 – 81, LGA 2002, regarding decision-making]

7.8 Public Forum

7.8.1 Time

A period of up to 30 minutes, or such other time as the local board or any of its committees may determine, will be set aside for a public forum at the commencement of meetings of the local board which are open to the public.

Each speaker during the public forum section of a meeting may speak for three minutes.

Standing orders may be suspended on a vote of not less than 75 per cent of those present to extend the period of public participation or the period any speaker is allowed to speak.

This Standing Order does not apply to inaugural meetings and, where not appropriate, extraordinary meetings or a special consultative procedure.

7.8.2 Subjects of public forum

The public forum is to be confined to those items falling within the scope or functions of that local board or committee. Speakers must not speak about a matter that is under judicial consideration or subject to a quasi-judicial process.

7.8.3 Questions of speakers during public forum

With the permission of the chairperson, members may ask questions of speakers during the period reserved for public forum. Questions by members, if permitted, are to be confined to obtaining information or clarification on matters raised by the speaker.

Members may not debate any matter raised during the public forum session that is not on the agenda for the meeting, or take any action in relation to it, other than through the usual procedures for
extraordinary business if the matter is urgent.

The meeting may not make any resolution on issues raised in public forum except to refer the matter to a future meeting, or to another committee, or to the chief executive for investigation.

[Note: s 76 – 81, LGA 2002, regarding decision-making]

7.8.4 Language for speeches

A member of the public may address a meeting in English, Māori or New Zealand Sign Language. However, the person should advise the chairperson of their intention to speak in a language other than English at least two clear working days before the meeting.

Where practical, Auckland Council will arrange for a translator to be present at the meeting. The chairperson may also order the speech and any accompanying documents to be translated and printed in English or Māori or another language.

7.8.5 Chairperson’s discretion

The chairperson may:

a)  direct a speaker to a different committee if they consider this more appropriate, given the proposed subject matter

b)  prohibit a speaker from speaking if they are offensive, repetitious or vexatious, or otherwise breach these standing orders.

c)  decline Public Forum requests via audio or audio-visual link.
8. Minutes of proceedings

8.1 Minutes

8.1.1 Minutes to be evidence of proceedings

The local board and its committees must keep minutes of their proceedings. These minutes, when duly entered and authenticated, will be prima facie evidence (i.e. a record) of the proceedings they relate to.

[cl 28 sch 7, LGA 2002]

8.1.2 Matters recorded in minutes

The chief executive must keep the minutes of meetings. The minutes must record:

a) the date, time and venue of the meeting
b) the names of the members present
c) the chairperson
d) any apologies accepted or declined and leave of absences
e) the arrival and departure times of members
f) any failure of a quorum
g) a list of the speakers who gave public, governing body and Māori input, and the subjects they covered
h) a list of speakers from each deputation and the subject of the deputation
i) a list of items considered
j) the resolutions and amendments pertaining to those items, including those that were lost or were ruled out of order
k) the names of all movers, and seconders
l) any objections made to words used
m) all divisions taken and, if taken, a record of the result
n) the names and votes of any members requesting their votes or abstentions be recorded
o) any declarations of financial interest or non-financial conflicts of interest and any abstentions from the discussion and voting
p) the contempt, censure and removal of any members
q) any resolutions to exclude members of the public and the names of any people permitted to stay
r) the time that the meeting concludes or adjourns.

[cl 28 sch 7, LGA 2002. See Standing Orders 7.4.1, 1.3.5, 1.3.8, 3.1.4, 3.2.2, 3.2.4, 1.5.11, 1.9.5, 1.9.7, 1.3.7]

8.1.3 No discussion on minutes

No discussion may arise on the substance of minutes at any succeeding meeting, except as to their correctness.

8.1.4 Minutes of last meeting before election

The chief executive and the relevant chairpersons must authenticate the minutes of the last meeting of the local board and its committees before the next election of members.

8.2 Minute books

8.2.1 Inspection of minute books

The minute books of the local board and its committees must be kept by the chief executive and be
open to inspection in accordance with the Local Government Official Information and Meetings Act 1987 and the Local Government Act 2002 (see Standing Order 7.3.6 and 7.3.7).

[As s1 LGOIMA 1987]
9. General

9.1 Members must obey standing orders

9.1.1 Members must obey standing orders

All members of the local board must obey these standing orders.

[cl 16(1), sch 7, LGA 2002]

9.2 Application of standing orders

9.2.1 Local board and committee meetings

These standing orders apply to all meetings of the local board and its committees, unless stated otherwise. This includes meetings and sessions that the public are excluded from.

9.2.2 Governing body meetings

These standing orders do not apply to governing body meetings. The governing body has its own standing orders.

9.2.3 Additional to or substitution of standing orders for quasi-judicial proceedings

For quasi-judicial proceedings, the local board or a committee may adopt meeting procedures and practices additional to, or in substitution of, these standing orders for the conduct of the business to be transacted.

For example, committees appointed to hear applications under the Resource Management Act 1991 have powers under the Commissions of Inquiry Act 1908.

[as 41, Resource Management Act 1991]

9.2.4 Temporary suspension of standing orders

The local board or its committees may temporarily suspend one or more standing orders during a meeting by a vote of not less than 75 per cent of the members present and voting. The reason for the suspension and the specific order(s) suspended must be stated in the resolution of suspension. (Also see 1.7.11 regarding members moving a motion to suspend standing orders as a procedural motion.)

[cl 27(4), sch 7, LGA 2002]

9.2.5 Alteration of standing orders

The local board may amend these standing orders or adopt new ones. A least 75 per cent of the members present must vote in favour of the amendment or adoption.

[cl 27(3), sch 7, LGA 2002]
9.2.6 **Exclusions for meetings at which no resolutions or decisions are made**

Standing orders relating to decision-making and passing resolutions do not apply to any meeting of the local board, committee, subcommittee or other subordinate decision-making body of the local board at which no resolutions or decisions are made under the Local Government Act 2002 or the Local Government Official Information and Meetings Act 1987.

9.3 **Interpretation**

The word 'must' used in these standing orders indicates that a practice is mandatory.

The word 'may' used in these standing orders indicates that a practice is optional.

The word 'should' indicates that a practice is advised or recommended.

In general, standing orders that refer to, or derive from, legislation have been paraphrased for readability.

9.4 **Definitions**

**Agenda** means the list of items for consideration at a meeting, together with reports and other attachments relating to those items.

**Apology** means an apology given by a member for their absence from a meeting, and includes apologies for lateness and early departure.

**Auckland Council or the council** means the Auckland Council established by section 6 of the Local Government (Auckland Council) Act 2009, which comprises the governing body and the local boards.

**Casting vote** means a second vote which can be exercised by the chairperson in order to break a tied vote.

**Chairperson** means the person who presides at a meeting.

**Chief executive** means the chief executive of Auckland Council appointed under section 42 of the Local Government Act 2002, irrespective of their designation, and includes, for the purposes of these standing orders, their nominee or any other staff authorised by Auckland Council.

**Clear working days** means the number of working days prescribed in these standing orders for giving notice. It excludes the date of service of that notice and the date of the meeting itself.

**Committee** includes, in relation to the local board:

a) a committee comprising all the members of the local board
b) a standing committee or special committee appointed by the local board
c) a joint committee appointed under clause 30 of Schedule 7 of the Local Government Act 2002
d) any subcommittee of a committee described in items (a), (b), (c) or (d) of this definition

**Contempt** means being disobedient to, or disrespectful of, the chairperson of a meeting, or disrespectful to any members, officers or the public.

**Deliberative vote** means the ordinary vote of member (as compared to the casting vote of a chairperson).

**Deputation** means a request from any person or interested group in the community to make a presentation to the local board or any committee.

**Elected Representative** refers to elected members of the local board.
**Electronic Link** means an audio link or an audio-visual link.

**Emergency meeting** has the meaning defined in clause 22 of Schedule 7 of the Local Government Act 2002.

**Extraordinary meeting** has the meaning defined in clause 22 of Schedule 7 of the Local Government Act 2002.

**Governing body** means the mayor and councillors of Auckland Council.

**Leave of absence** means leave granted to a member to be absent from a meeting or series of meetings of the local board or its committees upon application by the member.


**Lie on the table**, when used in a procedural motion, means the discussion on the motion under debate is closed but may be continued at an unspecified later time.

**Local board** means the Local Board of Auckland Council.

**Mayor** means the mayor of Auckland.

**Meeting** means:

a) any first or ordinary or extraordinary or emergency meeting of the local board

b) any meeting of any committee, standing committee, joint committee, special committee or subcommittee of the local board.

The provisions of these standing orders regarding public access and notification need not apply at any meeting of the local board, or committee of the local board, at which no resolutions or decisions are made.

**Member** means any person elected to the local board and/or appointed to any committee of the local board.

**Minutes** means the record of the proceedings of any meeting of the local board or one of its committees.

**Motion** means a formal proposal to a meeting, expressing a proposed decision. Once passed it becomes a resolution.

**New Zealand Sign Language** means the main language of the deaf community in New Zealand.

**Order Paper** means the agenda listing items for consideration at a meeting together with reports and other attachments relating to those items.

**Point of order** relates to the proper conduct (order) of the meeting.

**Procedural motion** means a motion relating to meeting procedure. Standing Order 1.7 provides for members to propose specific types of procedural motions.

**Public** in the case of the local board or a committee of the local board includes any person who is not a member of the local board or the relevant committee, or Auckland Council staff providing advice or support to the local board.
Public excluded information means any information that can be excluded from the public for reasons meeting the provisions of the Local Government Official Information and Meetings Act 1987 and includes:

a) information that is currently before a public excluded session, is proposed to be considered at a public excluded session, or has previously been considered at a public excluded session (other than information subsequently released by Auckland Council as publicly available information); and

b) any minutes or portions of minutes of public excluded sessions, other than those subsequently released by Auckland Council as publicly available information.

Public excluded session refers to those meetings or parts of meetings from which the public is excluded as provided for in the Local Government Official Information and Meetings Act 1987.

Public forum means a time set aside at the start of a meeting where members of the public may address the local board or its committees.

Publicly notified means made known to members of the public by a notice on the council’s website, until any opportunity for review or appeal has lapsed, and by a notice printed in appropriate newspapers circulating in the Auckland region.

Quasi-judicial function or proceedings means a function or proceedings similar to those exercised by a court, involving the consideration of issues requiring the evaluation of evidence, the assessment of legal argument or the application of legal principles.

Quorum means the minimum number of members who need to be present to constitute a valid meeting.

Resolution is a motion that has been passed.

Scheduled or ordinary meeting means any meeting publicly notified by Auckland Council in accordance with sections 46(1) and (2) of the Local Government Official Information and Meetings Act 1987.

Staff includes all Auckland Council employees, contractors and officers.

Substantive motion means a motion of substance (as compared to procedure).

Working day means any day of the week other than:

a) Saturday, Sunday, Waitangi Day, Good Friday, Easter Monday, ANZAC Day, the Sovereign’s birthday, and Labour Day

b) Where Waitangi Day or ANZAC Day falls on a weekend, the following Monday

c) Auckland Anniversary Day

d) a day in the period commencing with 20 December in any year and ending with 10 January in the following year.

Workshop means an informal forum held primarily for information or discussion purposes, as the case may be, and at which no resolutions or decisions are made.
10. Appendix A

10.1 Grounds to exclude the public from meetings under the Local Government Official Information and Meetings Act 1987

A local authority may by resolution exclude the public from the whole or any part of the proceedings of any meeting only on one or more of the following grounds.

A1 That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information where such disclosure would be likely:

(a) To prejudice the maintenance of the law, including the prevention, investigation, and detection of offences, and the right to a fair trial; or

(b) To endanger the safety of any person.

A2 That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information where the withholding of the information is necessary to:

(a) Protect the privacy of natural persons, including that of deceased natural persons; or

(b) Protect information where the making available of the information:

(i) Would disclose a trade secret; or

(ii) Would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information; or

(c) In the case only of an application for a resource consent, or water conservation order, or a requirement for a designation or heritage order, under the Resource Management Act 1991, to avoid serious offence to tikanga Māori or to avoid the disclosure of the location of wāhi tapu; or

(d) Protect information which subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information:

(i) Would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied; or

(ii) Would be likely otherwise to damage the public interest; or

(e) Avoid prejudice to measures protecting the health or safety of members of the public; or

(f) Avoid prejudice to measures that prevent or mitigate material loss to members of the public;

(g) Maintain the effective conduct of public affairs through the protection of members, officers or employees of any local authority from improper pressure or harassment; or

(h) Maintain legal professional privilege; or

(i) Enable the local authority holding the information to carry out, without prejudice or disadvantage, commercial activities; or

(j) Enable the local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations); or

(k) Prevent the disclosure or use of official information for improper gain or improper advantage.

Provided that where A2 of this Appendix applies the public may be excluded, unless in the circumstances of the particular case, the exclusion of the public is outweighed by other considerations which render it desirable in the public interest that the public not be excluded.
A3 That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information the public disclosure of which would

(a) Be contrary to the provisions of a specified enactment; or
(b) Constitute contempt of Court or of the House of Representatives

A4 That the purpose of the whole or the relevant part of the proceedings of the meeting is to consider a recommendation made to the local authority by an Ombudsman under section 30(1) or section 38(3) of the Local Government Official Information and Meetings Act 1987 (in the case of the local authority named or specified in the First Schedule to that Act)

A5 That the exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the local authority to deliberate in private on its decision or recommendation in

(a) Any proceedings before a local authority where

(i) A right of appeal lies to any Court or Tribunal against the final decision of the local authority in those proceedings, or
(ii) The local authority is required, by any enactment, to make a recommendation in respect of the matter that is the subject of those proceedings; and

(b) Any proceedings of a local authority in relation to any application or objection under the Marine Farming Act 1971.
11. Appendix B

11.1 Exclusion of the public – who needs to leave the meeting

11.1.1 Members of the public

All members of the public must leave the meeting when the public are excluded unless a resolution is passed permitting a person to remain because their knowledge will assist the meeting.

11.1.2 Those who are not members of the public

General principles

- Access to confidential information is managed on a ‘need to know’ basis where access to the information is required in order for a person to perform their role.
- Those who are not members of the meeting (see below) must leave unless it is necessary for them to remain and hear the debate in order to perform their role.
- Those who need to be present for one confidential item can remain only for that item and must leave the room for any other confidential items.
- In any case of doubt, the ruling of the chairperson is final.

Members of the meeting

- The members of the meeting remain (all local board members if the meeting is a local board meeting, all members of the committee if the meeting is a committee meeting).
- However, standing orders advise that a local board member who has a financial conflict of interest should leave the room.
- All local board members have the right to attend any meeting of a committee and local board members who are not members of a committee may remain, subject to any limitations in standing orders.

Staff

- All staff supporting the meeting (administrative, senior management) remain.
- Other staff who need to because of their role may remain.

Other elected members

- Elected members from other local boards or the governing body who need to hear the matter being discussed in order to perform their role may remain. This will usually be if the matter affects, or is relevant to, a particular local board area or the region as a whole.

Council Controlled Organisations

- Representatives of a Council Controlled Organisation (CCO) can remain only if required to for discussion of a matter relevant to the CCO.
12. Appendix C

12.1 Workshops

12.1.1 Workshops exempt from provisions of Part VII (Local Government Meetings) of the Local Government Official Information and Meetings Act 1987

Only this part of the standing orders apply to workshops of the local board or its committees as these are held solely for information and discussion purposes with no ability for any resolutions or decisions to be made.

Section 45(2) of LG0IMA 1987 (which is included in Part VII of that Act) provides that, for the avoidance of doubt, any meeting of the local board or of any committee or sub-committee of the local board, at which no resolutions or decisions are made is not a meeting for the purposes of this Part of this Act.

Given that workshops will not make any resolutions or decisions they are not subject to the requirements contained in Part VII of LG0IMA 1987 (e.g. public access to the meetings, availability of agenda material to the public and notification of meetings etc.).

12.1.2 Authority to call a workshop

Workshops of the local board or its committees may only be called by:

a) the chairperson or by a resolution of the local board or committee, in the case of either a workshop of a local board or a committee
b) the relevant committee chairperson in the event of a workshop of a committee
c) the chief executive or their nominee.

12.1.3 Notice of workshop to members

Notice of the time and place of the workshop and of the matters in respect of which the workshop is being called shall be given, by whatever means is reasonable in the circumstances, to every member by the person responsible for calling the workshop at least 24 hours before the time appointed for the workshop.

12.1.4 Record of workshop

The proceedings of every workshop shall be recorded, including the following:

a) the names of the members attending
b) the general nature of the matters discussed during the workshop
c) the proceedings of the workshop.

The proceedings of every workshop shall be circulated to members of the local board or committee.

12.1.5 Chairing of workshops

Each workshop shall have a chairperson as follows:

a) in the event of a workshop of the local board the chairperson shall preside
b) in the event of a workshop of a committee, the relevant committee chairperson shall preside.

If the chairperson is absent from a workshop, the deputy chairperson must act as chairperson. If a deputy chairperson has not been appointed, or if the deputy chairperson is also absent, the members of the local board who are present must elect a member to be chairperson at that workshop. That person may exercise the responsibilities, duties, and powers of the chairperson.

The presiding member will decide how the workshop will be conducted.
13. Appendix D

13.1 **How is business brought before a meeting?**

Business may be brought before a meeting for decision through placing the following on an agenda:
- report of chief executive (Standing Order 2.4.2)
- report of chairperson (Standing Orders 2.4.2, 2.4.7)
- report of a committee (Standing Order 2.4.2)
- notice of motion from a member (Standing Order 2.5)

Where a matter is urgent and has not been placed on an agenda, it may be brought before a meeting as “extraordinary business” (Standing Order 2.4.5) by:
- report of chief executive
- report of chairperson

Although out of time for a notice of motion, a member may bring an urgent matter to the attention of the meeting through the chairperson.
Te take mō te pūrongo
Purpose of the report
1. To seek approval from the Maungakiekie-Tāmaki Local Board for the Boundary Reserve East Concept Design (Attachment A).

Whakarāpopototanga matua
Executive summary
2. Early delivery of upgrades to Boundary Reserve East have been made possible through $300,000 external funding provided by the Tāmaki Regeneration Company (TRC).
3. This funding has been provided to allow council to make improvements to the section of reserve. The section is adjacent to a TRC development that is delivering improved amenity for their future residents, as well as for the wider public.
4. Improvements will allow for an extension to the Tāmaki Shared Path through Boundary Reserve East as well as management of existing trees, additional landscaping and park furniture.
5. Subject to approvals and consents these upgrades will be able to be delivered in FY 2020/2021.

Ngā tūtohunga
Recommendation/s
That the Maungakiekie-Tāmaki Local Board:
a) approve the Boundary Reserve East Concept design (Attachment A) allowing for developed design and consenting to proceed.

Horopaki
Context
6. Boundary Reserve, located in Tāmaki, consists of a western section between Pilkington and Tripoli Roads, and an eastern section between Tripoli and Dunkirk Roads.
7. This reserve is within the Tāmaki Regeneration area and is prioritised in the Tāmaki Open Space Network Plan for an upgrade within the next five to seven years.

8. Upgrades to Boundary Reserve West are subject to a Healthy Waters business case still in development and are likely to include significant stormwater interventions such as:
   - stream daylighting
   - stormwater wetland development
   - upgrades to road culverts.

9. By contrast the smaller Boundary Reserve East will require less significant stormwater intervention, including naturalisation of the existing channelised stream to help prevent erosion.

10. Both east and west sections of the reserve also require improvements to paths, furniture and landscaping to improve ecology, public amenity and to reflect local history and heritage.

11. The Tāmaki Regeneration Company (TRC) are currently developing a residential neighbourhood on the southern side of Boundary Reserve East and have offered to fund an early development of this section of the reserve to provide improved amenity for their future residents.

12. This early development opportunity provides Auckland Council and the Maungakiekie-Tāmaki Local Board with the chance to bring forward a partial reserve upgrade at minimal cost to the ratepayer.

Tātāritanga me ngā tohutohu

Analysis and advice

13. A concept design has been developed for Boundary Reserve East which will deliver on local board outcomes while fitting within the available budget.

14. The concept provides an extension to the Tāmaki Shared Path, which currently terminates at Dunkirk Road across the road from Boundary Reserve East. This will link Dunkirk Road to Tripoli Road, delivering an additional section of the Local Board Greenways network.

15. Other works able to be achieved within the available budget include:
   - crown lifting of existing trees to improve sightlines into the reserve
   - removal of weed species
   - new planting to the steep bank between the proposed pathway and the southern boundary
   - new planting to the stream/stormwater outlet grill
   - upgrades to existing bollards and signage
   - provision of seating and rubbish bins.

16. Future work not able to be delivered within current budgets and pending further investigation by Healthy Waters include:
   - naturalisation of stream channel
   - planting of riparian corridor.

17. Additionally, an existing stormwater outfall and swale which run through the reserve are required to be removed by Tāmaki Regeneration Company as part of their development. This will add to the improvements which are able to be delivered through this initiative.

Consultation

18. Due to the minor nature of this reserve upgrade, public consultation has been limited to immediate neighbours who were approached and delivered a copy of the draft concept.
design for feedback. This consultation resulted in the inclusion of boulders on the northern boundary to prevent vehicles from illegally driving on to the reserve.

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

19. The proposed walkway may be subject to periodic inundation at the eastern, seaward end of the reserve as this area currently floods in extreme rain events.

20. Proposed future upgrades to Boundary Reserve West should help alleviate this flooding from rain events.

21. However, due to the low elevation of this part of the reserve, sea level rise may cause future flooding from the coastal environment.

22. The walkway has been designed with this knowledge and will tolerate periodic inundation.

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

23. The proposed upgrades to Boundary Reserve East are able to be delivered without compromising any future works required by Healthy Waters to improve stormwater management of the catchment.

24. The concept deliberately avoids any works adjacent to the stream corridor thereby preventing any need for re-work in this area.

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

25. A draft concept design was presented to the Maungakiekie-Tāmaki Local Board at a workshop on 4 February 2020.

26. Following the presentation the concept was circulated to the board for feedback and input into the design. No specific changes to the draft concept design have come about as a result of this consultation.

27. This proposed development reflects the following Maungakiekie-Tāmaki Local Board outcomes:

- Outcome 1: Maungakiekie-Tāmaki is an active and engaged community
- Outcome 4: Maungakiekie-Tāmaki has quality infrastructure to match growth

28. This proposal extends the existing Tāmaki Shared Path, further developing the Local Boards Greenways network providing improved active connections for the local community.

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

29. Mana whenua have been offered the opportunity to engage with council on this project and have shown full support for the proposed design with no specific changes requested.

30. Parks and heritage is of fundamental importance to mana whenua and their culture and traditions. The development discussed in this report will benefit Māori and the wider community through increased access to recreational opportunities and improved connections between local communities.

31. Mana whenua have been consulted on the proposals and have indicated their support and understand the limited opportunities for maī toi in this stage of the reserve development.

32. When Boundary Reserve West is developed mana whenua will be offered the opportunity to engage with design work for that larger stage of development.
Ngā ritenga ā-pūtea
Financial implications

33. A small budget ($50K) has been contributed from Auckland Council Local Parks Growth fund to facilitate design and consenting.

34. The balance of the budget for this development ($300,000) has been provided by Tāmaki Regeneration Company and will be used for the physical works phase.

35. The design has been tailored to meet this budget as further budget for the upgrade to Boundary Reserve is not available until future years.

36. The following budget has been approved for this project:

<table>
<thead>
<tr>
<th>Budget source</th>
<th>FY19/20</th>
<th>FY20/21</th>
<th>Total ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Facilities (local park growth)</td>
<td>50,000</td>
<td>50,000</td>
<td></td>
</tr>
<tr>
<td>External Funding (Tāmaki Regeneration Company)</td>
<td>300,000</td>
<td>300,000</td>
<td>350,000</td>
</tr>
</tbody>
</table>

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations

37. The following risks and mitigations have been considered:

<table>
<thead>
<tr>
<th>Risks identified</th>
<th>Mitigation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Health &amp; Safety</td>
<td></td>
</tr>
<tr>
<td>Public are exposed to unsafe conditions during construction phase</td>
<td>Health and safety methodology during construction will manage risks</td>
</tr>
<tr>
<td>Budget</td>
<td></td>
</tr>
<tr>
<td>Budget is small and strictly limited</td>
<td>Design work has been tailored to meet available budgets</td>
</tr>
<tr>
<td>Construction</td>
<td></td>
</tr>
<tr>
<td>Construction adjacent to the stream corridor may need to be removed to allow for future stream naturalisation</td>
<td>Proposals deliberately avoid any works in the stream corridor</td>
</tr>
<tr>
<td>Poor weather during construction may hold up delivery</td>
<td>Construction methodology and programme to allow for wet weather</td>
</tr>
</tbody>
</table>

Ngā koringa ā-muri
Next steps

38. Following local board approval of the concept design, detailed design and consenting will proceed.

39. Subject to resource consent approval, physical works are anticipated to commence before the end of 2020.
Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A6</td>
<td>Boundary Reserve East Concept Design</td>
<td>97</td>
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</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Tim Keat - Senior Growth Development Specialist</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Rod Sheridan - General Manager Community Facilities</td>
</tr>
<tr>
<td></td>
<td>Nina Siers - Relationship Manager for Maungakiekie-Tamaki Puketapapa</td>
</tr>
</tbody>
</table>
Boundary Reserve East, Tāmaki | 2020

~ Concept Design

This proposal is for a 3 metre wide pathway through Boundary Reserve, connecting to the existing Tāmaki Pathway along Dunkirk Reserve. This is part of the overall Maungakiekie-Tāmaki Greenways Network Plan.

The Tāmaki area is currently undergoing widespread residential intensification, with many new developments proposed. This includes a development on the southern boundary of this reserve, including a mixture of three-storey apartment buildings, and double-storey terrace homes. Upgrades to Boundary Reserve have been brought forward to support this development.

It is noted that the stream channel is not in its original alignment, and is straighter and more incised than it would have been pre-modification. Auckland Council’s Healthy Waters department are looking at upgrades to the stormwater network in the neighbouring reserve, and improvements there will inform future stream works in this reserve. For this reason, we are not proposing riparian planting here, which would need to be removed in the event of stream naturalisation.

LEGEND:

1. Entrance from Tripoli Road & Dunkirk Road. Top rails removed from existing bollards along boundary, and painted.
2. Exposed aggregate concrete pathway. A mixture of excavation and bridging, according to tree roots.
3. Exposed pebbles open drainage channel.
4. Circle of boulders to be placed here, for informal seating and play.
5. Raised timber boardwalk over low-lying areas, to allow for overland flow drainage.
6. Low native shrub planting with native specimen trees. Large Cheddar to be removed.
7. Existing mature native trees to be retained and crown lifted. Shrub and groundcover planting proposed to fill in area around these. Boulders to be placed here for informal seating and play.
8. Planting to surround existing stream outlet grill.
9. Pedestrian crossing, to connect proposed pathway with existing Tāmaki Pathway. Note that this is beyond the scope of this project, for future consideration.
10. Proposed boulders at north-east corner of site to prevent vehicles from driving into reserve.
11. Existing stormwater pipes.
13. Existing homes to remain.
Te take mō te pūrongo
Purpose of the report
1. To seek approval from the Maungakiekie-Tāmaki Local Board for the Eastview Reserve Concept Design (Attachment A).

Whakarāpopototanga matua
Executive summary
2. A concept design for the redevelopment of Eastview Reserve in Glen Innes has been completed following input from the Maungakiekie-Tāmaki Local Board, mana whenua and the public.
3. Specific changes to the draft concept design following consultation include:
   • confirmation of playground location to best meet combined outcomes of safety, access and sensitivity to neighbours;
   • inclusion of Māra Hūpara elements into the playground design;
   • inclusion of interpretation panels to provide cultural and ecological context to the site;
   • commencement of a water testing regime to establish a baseline for stream water quality, enabling measurement of improvements over time;
   • inclusion of dog bins to cater for off leash dog walkers.
4. A budget of $3 million has been approved as part of the Local and Sportsfield Development Programme FY2018/2019 – 2021/2022, to enable delivery of this reserve upgrade.
5. This reserve is within the Tāmaki Regeneration area and has been prioritised for early development in the Tāmaki Open Space Network Plan.
6. Subject to approvals and consents this upgrade will be able to be delivered in FY 2020/2021.

Ngā tūtohunga
Recommendation/s
That the Maungakiekie-Tāmaki Local Board:
a) approve the Eastview Reserve Concept Design (Attachment A), allowing for developed design and consenting to proceed.

Horopaki
Context
7. Eastview Reserve, located in Glen Innes, is within the Tāmaki Regeneration area and has been prioritised in the Tāmaki Open Space Network Plan (TOSNP) for redevelopment.
8. This reserve is one of the five reserves on the Ōmaru Creek running from St Heliers Road to the Tāmaki River. These include Apirana, Eastview, Taniwha, Maybury and Pt England Reserves, all of which are scheduled for redevelopment over the next decade.

9. Collectively, these redevelopments will contribute significantly to improved environmental and recreational outcomes for the local community.

10. Eastview Reserve is currently neglected and requires significant investment to cater for the anticipated increase in population in this area. The proposed upgrade will provide safe walking/cycling connections through the reserve, quality play facilities and an ecologically sound stormwater management system and environment.

Tātaritanga me ngā tohutohu
Analysis and advice

11. A concept design has been developed for Eastview Reserve which will deliver on local board outcomes, meet the objectives of the TOSNP and fits within the available budget.

12. The key objectives of the TOSNP for this reserve, as indicated in the diagram below, include:
   - development of a 3m wide shared path linking to the wider greenway’s network and connecting the reserve to the local neighbourhood;
   - upgrade of the riparian corridor including weed removal and revegetation to revitalise the stream and native ecosystem;
   - provision of a new playground to fill a gap in the existing playground network;
   - improvements to safety and surveillance through management of existing vegetation and installation of lighting to the shared path;
   - celebration of heritage and culture to help create a sense of place.
Consultation

13. A draft concept design was presented to the Maungakiekie-Tāmaki Local Board at a workshop in April 2019 and again in February 2020 following public consultation.

14. Public consultation was held in November and December 2019, and feedback on the draft concept design was sought through the following methods:
   - online ‘have your say’ survey promoted through the local board Facebook page and by onsite signage;
   - onsite activation event held on 8 November 2019;
   - door-to-door survey to immediate residential and commercial neighbours.

15. Mana whenua were offered the opportunity to engage with council on this project and all Iwi involved have shown full support for the proposed concept design. In particular, their involvement has led to the incorporation of Māra Hūpara, or traditional Māori play elements, into the design.

16. Overall, the Maungakiekie-Tāmaki Local Board, mana whenua and the public have all shown strong support for the key outcomes expressed by the proposed concept design including:
   - development of a shared path through the reserve;
   - upgrade to the riparian corridor, and
   - development of a neighbourhood playground.

17. A small number of residents immediately neighbouring the reserve expressed concerns over the provision and location of the playground due to potential safety issues, increased use of the reserve and resulting noise.

18. The final playground location has been selected to provide the best safety and passive surveillance outcomes, including visibility from all parts of the reserve and easy access to
Eastview Road, while being at a sufficient distance from neighbouring properties to reduce the effects of any reverse sensitivities.

19. Specific changes to the draft concept design following consultation include:
   - confirmation of playground location to best meet combined outcomes of safety, access and sensitivity to neighbours;
   - inclusion of Māra Hūpara elements into the playground design;
   - inclusion of interpretation panels to provide cultural and ecological context to the site;
   - commencement of a water testing regime to establish a baseline for stream water quality, enabling measurement of improvements over time;
   - inclusion of dog bins to cater for off leash dog walkers.

20. These changes have been incorporated into the final Eastview Reserve Concept Design (Attachment A).

Tauākī whakaaweawe āhuarangi
Climate impact statement

21. Existing paths in some locations through the reserve suffer from periodic inundation in major rain events due to flooding of the stream. It is likely that these events will be more frequent with climate change.

22. The proposed shared path will follow a similar route to the existing path but levels will be raised to help mitigate against expected flood events.

23. Additionally, management of the riparian corridor including removal of exotic weed species is likely to improve stream flow and help reduce the likelihood and extent of flooding.

24. Existing concrete paths are proposed to be recycled to provide base course for the new shared path, helping reduce the carbon footprint of the overall project.

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

25. The proposed upgrades to Eastview Reserve will deliver significant improvements to water quality and ecological habitat through riparian management and revegetation.

26. Improvements to the stream corridor will provide direct benefits to Healthy Waters’ stormwater management plan for this catchment, as well as to the wider community through improved environmental outcomes.

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

27. This proposed development reflects the following Maungakiekie-Tāmaki Local Board outcomes:
   - Outcome 1: Maungakiekie-Tāmaki is an active and engaged community
   - Outcome 4: Maungakiekie-Tāmaki has quality infrastructure to match growth

28. This proposal will deliver an additional section of the Local Boards Greenways Network providing improved active connections for the local community.

29. The new playground proposed will fill a gap in the existing play network and cater for the expected significant increase in residential population in the area.
Maungakiekie-Tāmaki Local Board
28 April 2020

**Tauākī whakaaweawe Māori**

**Māori impact statement**

30. Parks and heritage is of fundamental importance to mana whenua and their culture and traditions. The development discussed in this report will benefit Māori and the wider community through increased access to recreational opportunities and improved connections between local communities.

31. Mana whenua were invited to engage with us on this development with Ngāti Paoa, Ngāti Whatua Ōrākei, Ngai Tai Ki Tāmaki and Ngaati Whanaunga all showing interest in the project. Several hikoi and hui have been held with these iwi to discuss the proposals and all have indicated their support and offered the following specific feedback which has been incorporated into the design:

- development of Māra Hūpara elements within the playground design;
- inclusion of interpretation panels to provide cultural and ecological context to the site;
- commencement of a water testing regime to establish a baseline for stream water quality, enabling measurement of improvements over time;
- inclusion of dog bins to cater for off leash dog walkers.

32. Mana whenua wish to remain engaged with this project and will be kept informed as the design develops and offered opportunities for input into mahi toi as they arise.

**Ngā ritenga ā-pūtea**

**Financial implications**

33. A budget of $3 million has been approved for this project in the following financial years:

<table>
<thead>
<tr>
<th>Budget source</th>
<th>FY18/19</th>
<th>FY19/20</th>
<th>FY20/21</th>
<th>FY21/22</th>
<th>Total ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Facilities (local park growth)</td>
<td>25,000</td>
<td>100,000</td>
<td>1,200,000</td>
<td>1,675,000</td>
<td>3,000,000</td>
</tr>
</tbody>
</table>

34. Cost estimates for the concept design indicate that the project can be fully delivered within the available budget.

**Ngā raru tūpono me ngā whakamaurutanga**

**Risks and mitigations**

35. The following risks and mitigations have been considered:

<table>
<thead>
<tr>
<th>Risks identified</th>
<th>Mitigation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Covid 19</td>
<td>Close watching brief and updates to the board as required</td>
</tr>
<tr>
<td>Uncertainty around Covid 19 restrictions may affect timing of project development as well as current budget allocation</td>
<td></td>
</tr>
<tr>
<td>Health &amp; Safety</td>
<td>Health and safety methodology during construction will manage risks</td>
</tr>
<tr>
<td>Public are exposed to unsafe conditions during construction phase</td>
<td></td>
</tr>
<tr>
<td>Budget</td>
<td>Design work has been tailored to meet available budgets</td>
</tr>
<tr>
<td>Budget is strictly limited</td>
<td></td>
</tr>
<tr>
<td>Construction</td>
<td>Construction methodology and programme to allow for wet weather</td>
</tr>
<tr>
<td>Poor weather during construction may hold up delivery</td>
<td></td>
</tr>
</tbody>
</table>
Ngā koringa ā-muri

Next steps

36. Following local board approval of the concept design, detailed design and consenting will proceed subject to any restrictions imposed by the Covid 19 situation.

37. Subject to resource consent approval, physical works are anticipated to commence late 2020-early 2021.

Ngā tāpirihanga

Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Eastview Reserve Concept Design</td>
<td>105</td>
</tr>
</tbody>
</table>

Ngā kaihaina

Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Tim Keat - Senior Growth Development Specialist</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Rod Sheridan - General Manager Community Facilities</td>
</tr>
<tr>
<td></td>
<td>Nina Siers - Relationship Manager for Maungakiekie-Tamaki Puketapapa</td>
</tr>
</tbody>
</table>
ENGAGEMENT
SUMMARY OF PUBLIC FEEDBACK

The graph on the right provides a summary of the 20 most popular activities identified through the public engagement.

Refer to the appendix for the full graph.

Note: The scores shown in the graph are interpreted from various sources of public feedback, including inputs on a board, voting for a dream journey, as well as written comments and feedback. The scores have been counted and collated in a semi-bias manner, to demonstrate the overall themes which have emerged. The raw data has been recorded and should be referenced if further studies are required.
KEY DESIGN MOVES
KEY DESIGN MOVES

1. RESTORING THE AWA
   - Re-vegetating stream margin, banks and riparian corridor.
   - Improve water quality of the Omahu Creek
   - Improve ecological habitat and biodiversity through riparian planting

2. MAXIMISE OPEN SPACE
   - Maximise areas of level open space for picnicking, passive recreation and events
   - Provide furniture and areas for gathering and relaxing
   - Improve safety and surveillance by opening up street frontages with new entry spaces at Sine Road, Eastview Road & Apirana Ave.

3. CREATING PLAY SPACES
   - Create a playful environment for all ages
   - Celebrate heritage and culture and help create a sense of place

4. CONNECTING AND ENHANCING SAFETY & SIGHTLINES
   - Providing an accessible, 3m wide, well-lit, shared pedestrian and cycling path connecting Taniwha, Apirana reserves and the adjacent neighbourhood
   - Planning for future reserve connections
   - Guiding your journey through the reserve with improved sightlines, visual markers and new signage

5. CONNECTION TO THE MAUNGA
   - Visual connections to the wider landscape by protecting & promoting views to Maungarie (Mt Wellington)

6. ENGAGE THE COMMUNITY
   - Community art, mural and placemaking
   - Social procurement for implementation and or maintenance
   - Volunteer planting days
CONCEPT DESIGN
VISUAL - APIRANA AVE
VISUAL - APIRANA AVE
VISUAL - APIRANA AVE
VISUAL - LINE ROAD
VISUAL - LINE ROAD
VISUAL - LINE ROAD
5. PLAYGROUND
PLAYGROUND VISUALS
Eastview Reserve

VISUAL - PLAYGROUND
Te take mō te pūrongo  
Purpose of the report

1. To appoint a Maungakiekie-Tāmaki Local Board member as a lead for the Tāmaki Regeneration Programme for the 2019-2022 triennium.

Whakarāpopototanga matua  
Executive summary

2. At the 3 December 2019 Maungakiekie-Tāmaki Local Board business meeting it appointed leads to several projects and programmes occurring in the local board area (MT/2019/70).

3. Alongside this the local board endorsed the roles and responsibilities of the Maungakiekie-Tāmaki Local Board leads for the 2019-2022 triennium (Attachment A), which outlines that the local board can appoint a lead to significant projects and programmes that are progressing over multiple financial years, involves various stakeholders and require a high-level of relationship management, monitoring and oversight from the local board.

4. Staff advised against appointing leads and instead recommended to continue the established work practices supporting the governance role of local boards as outlined below. The report outlining this advice is Attachment B of this report.

   • 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 time-bound 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.

5. Tāmaki Regeneration Company (TRC) was formed in 2013 to work in partnership with residents, businesses, mana whenua, local and central government agencies, local service providers and the private sector to provide a platform for a successful regeneration programme in Tāmaki.

6. TRC have indicated that a lead appointed by the Maungakiekie-Tāmaki Local Board would be beneficial given the significance and level of the work being undertaken through the Tāmaki Regeneration Programme.
Ngā tūtohunga
Recommendation/s
That the Maungakiekie-Tāmaki Local Board:
a) appoint Member X as the local board lead for the Tāmaki Regeneration Programme for the 2019-2022 triennium.

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
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<tbody>
<tr>
<td>A1</td>
<td>Roles and responsibilities of Maungakiekie-Tāmaki Local Board leads for the 2019-2022 triennium</td>
<td>129</td>
</tr>
<tr>
<td>B1</td>
<td>Local Board Governance Work Management for the 2019-2022 triennium</td>
<td>131</td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Mal Ahmu - Local Board Advisor - Mngke-Tmk</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Louise Mason - GM Local Board Services</td>
</tr>
<tr>
<td></td>
<td>Nina Siers - Relationship Manager for Maungakiekie-Tamaki Puketapapa</td>
</tr>
</tbody>
</table>
Roles and responsibilities of Maungakiekie-Tāmaki Local Board leads for the 2019-2022 triennium

Local board leads are appointed for significant projects and programmes that are progressing over multiple financial years, involves various stakeholders and require a high-level of relationship management, monitoring and oversight from the local board.

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<td>• make formal decisions at business meetings</td>
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<tr>
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<td>• steer questions about the project to the local board lead to respond</td>
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<td></td>
</tr>
<tr>
<td>• keeping the community informed of meetings they have attended and any updates on the project (through board member reports at business meetings)</td>
<td>• discuss and ask questions on the project during board member only time at workshops and during business meetings when leads provide their board member report</td>
</tr>
<tr>
<td></td>
<td>• to collate the information discussed in board member only time for the chair to discuss any action points with staff</td>
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</tbody>
</table>
Local board governance work management for the 2019-2022 triennium

File No.: CP2019/19114

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

Whakarāpopototanga matua
Executive summary

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

3. In response to the review, this report outlines a recommended approach for local boards to manage their governance workload as follows:
   - maintain a key focus on annual work programmes and their implementation through quarterly reporting and regular workshops with the whole local board, with decisions made at business meetings
   - appoint nominated local board members who will be consulted on landowner consents and events, and who will provide feedback on liquor licences and resource consents
   - appoint nominated local board members to external organisations.

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

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

6. The review feedback suggests the following advantages for having a full board involved in direction-setting discussions on issues, rather than identifying topic area leads:
   - staff are confident that the direction is the view of the whole board rather than one member
   - knowledge and information is retained by the full local board rather than one member
   - discussions with staff are less likely to enter into management or operational level detail
   - it avoids inefficient duplication, when conversations are held between staff and a lead, and then repeated with the full local board.

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

Recommendation/s

That the Maungakiekie-Tāmaki Local Board:

a) endorse the following approach to effectively and efficiently manage the governance work of the local board for the 2019-2022 triennium:
   i) maintain a key focus on annual work programmes and their implementation through quarterly reporting and regular workshops with the whole local board, with decisions made at business meetings
   ii) appoint nominated local board members who will be consulted on landowner consents and events, and who will provide feedback on liquor licences and resource consents
   iii) appoint nominated local board members to external organisations.

Horopaki

Context

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

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

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

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

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

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

Analysis and advice

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

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

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

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

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

Optional addition: Topic area leads (not recommended)

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

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

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

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

22. These risks can be addressed by:

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

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

- when issues arise at a full board workshop, the lead can be directed to meet with staff on that issue and explore solutions; staff would report back to the full board for direction, and the lead can assist with explanation and support during that discussion
- develop local board feedback on regional policies, plans and strategies relevant to the topic area, for full local board approval
- respond to constituent inquiries 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 22 October and 5 November 2019, as part of the Maungakiekie-Tāmaki Local Board induction programme for the 2019-2022 triennium. The local board supported the findings of the local board work practices review and gave direction to investigate the option of board project leads.

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

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

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

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

Ngā koringa ā-muri
Next steps
37. Staff from the Local Board Services department will work with staff from other departments and CCOs to ensure the practices of the local board are implemented.
Appointment of a Maungakiekie-Tāmaki Local Board lead for the Tāmaki Regeneration Programme for the 2019-2022 triennium

Ngā tāpirihanga
Attachments

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<tbody>
<tr>
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<td>Roles and responsibilities of Maungakiekie-Tāmaki Local Board leads for the 2019-2022 triennium</td>
<td>25</td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

Author: Emma Reed - Local Board Advisor Albert-Eden
Authorisers:
- Keri Foote, Operations and Improvements Manager
- Oliver Roberts, Central Teams Manager
- Louise Mason - GM Local Board Services
- Nina Siers - Relationship Manager for Maungakiekie-Tāmaki, Puketepapa
Roles and responsibilities of Maungakiekie-Tāmaki Local Board leads for the 2019-2022 triennium

Local board leads are appointed for significant projects and programmes that are progressing over multiple financial years, involves various stakeholders and require a high-level of relationship management, monitoring and oversight from the local board.

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| Keeping the community informed of meetings they have attended and any updates on the project (through board member reports at business meetings) | }
Maungakiekie-Tāmaki Local Board Grants Programme 2020/2021

File No.: CP2020/03177

Te take mō te pūrongo
Purpose of the report
1. To adopt the Maungakiekie-Tāmaki Grants Programme 2020/2021.

Whakarāpopototanga matua
Executive summary
2. The Auckland Council Community Grants Policy guides the allocation of local, multi-board and regional grant programmes to groups and organisations delivering projects, activities and services that benefit Aucklanders.
3. The Community Grants Policy supports each local board to review and adopt their own local grants programme for the next financial year.
4. This report presents the Maungakiekie-Tāmaki Grants Programme 2020/2021 for adoption (see Attachment A).

Ngā tūtohunga
Recommendation/s
That the Maungakiekie-Tāmaki Local Board:
   a) adopt the Maungakiekie-Tāmaki Grants Programme 2020/2021.

Horopaki
Context
5. The Auckland Council Community Grants Policy guides the allocation of local, multi-board and regional grant programmes to groups and organisations delivering projects, activities and services that benefit Aucklanders.
6. The Community Grants Policy supports each local board to review and adopt its own local grants programme for the next financial year. The local board grants programme guides community groups and individuals when making applications to the local board.
7. The local board community grants programme includes:
   • outcomes as identified in the local board plan
   • specific local board grant priorities
   • which grant types will operate, the number of grant rounds and opening and closing dates
   • any additional criteria or exclusions that will apply
   • other factors the local board consider to be significant to their decision-making.
8. Once the local board grants programme 2020/2021 has been adopted, the types of grants, grant rounds, criteria and eligibility will be advertised through an integrated communication and marketing approach which includes utilising the local board channels.
Tātaritanga me ngā tohutohu

Analysis and advice

9. 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. The new Maungakiekie-Tāmaki Grants Programme has been workshopped with the local board and feedback incorporated into the grants programme for 2020/2021.

10. The new grant programme includes the additional criteria:

Higher priority:
- “we will also consider applications with match funding. Match funding is where grants are provided in exchange for the community groups ‘match’ in volunteer labour, cash or donated goods and services up to the value of 40%. Applications will be prioritised and assessed under the same priorities as other grants.
- applicants who have considered other sources of funding for their project.

Exclusions:
- grants to support the purchase of assets and/or equipment with limited future.
- applications for liquor licenses.
- applicants who apply to Maungakiekie-Tāmaki Local Board for the same project or activity more than once in a financial year (Community Grants Policy – Paragraph 95).”

Tauākī whakaaweawe āhuarangi

Climate impact statement

11. 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 the support of projects that address food production and food waste; alternative transport methods; 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

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

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

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

Local impacts and local board views

14. The grants programme has been developed with input by the local board to set the direction of its grants programme. This programme is reviewed on an annual basis.

Tauākī whakaaweawe Māori

Māori impact statement

15. All grant programmes respond to Auckland Council’s commitment to improving Māori wellbeing by providing grants to organisations delivering positive outcomes for Māori. Applicants are asked how their project aims to increase Māori outcomes in the application process.
Ngā ritenga ā-pūtea
**Financial implications**
16. The allocation of grants to community groups is within the adopted Long-Term Plan 2018 - 2028 and local board agreements.

Ngā raru tūpono me ngā whakamaurutanga
**Risks and mitigations**
17. The allocation of grants occurs within the guidelines and criteria of the Community Grants Policy. Therefore, there is minimal risk associated with the adoption of the grants programme.

Ngā koringa ā-muri
**Next steps**
18. An implementation plan is underway and the local board grants programme will be locally advertised through the local board and council channels, including the council website, local board Facebook page and communication with past recipients of grants.

Ngā tāpirihanga
**Attachments**

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1</td>
<td>Maungakiekie-Tāmaki Grants Programme 2020/2021</td>
<td>143</td>
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</table>

Ngā kaihaina
**Signatories**

<table>
<thead>
<tr>
<th>Author</th>
<th>Moumita Dutta - Senior Grants Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Marion Davies - Grants and Incentives Manager</td>
</tr>
<tr>
<td></td>
<td>Rhonwen Heath - Head of Rates Valuations &amp; Data Mgmt</td>
</tr>
<tr>
<td></td>
<td>Nina Siers - Relationship Manager for Maungakiekie-Tamaki Puketapapa</td>
</tr>
</tbody>
</table>
Maungakiekie-Tāmaki Local Board

Local Grants Programme 2020/2021

Our Local Grants Programme aims to provide contestable and discretionary community grants to local communities.

Outcomes sought from the local grants programme
Our grants programme will be targeted towards supporting the following outcomes, as outlined in our local board plan:

- Maungakiekie-Tāmaki is an active and engaged community
- Maungakiekie-Tāmaki is a community that cares about its environment
- Maungakiekie-Tāmaki is the place to be
- Maungakiekie-Tāmaki has quality infrastructure to match growth

Our priorities for grants
The Maungakiekie-Tāmaki Local Board welcomes grant applications that deliver the following priorities outlined in the Maungakiekie-Tāmaki Local Board Plan:

- **Maungakiekie-Tāmaki is an active and engaged community**
  - Putting people first - People are cared for and enabled to participate, celebrate and contribute to the community
  - Active participation - Our young people are engaged in the community and have access to a wide range of opportunities
  - Creating opportunities for our young people - Our community is a safer place
  - A safer community - Our community is a safer place
  - Support and grow community gardening initiatives

- **Maungakiekie-Tāmaki is a community that cares about its environment**
  - Environmental leadership - Demonstrate environmental leadership and support community sustainability initiatives
  - Clean water and beautiful waterways - Clean, beautiful waters and waterside areas
  - The development of social enterprise initiatives with tangible benefit for the wider local community
  - Heading towards zero waste

- **Maungakiekie-Tāmaki is the place to be**
  - A thriving local economy - Our businesses, town centres and industry flourish and provide high quality jobs
  - Quality urban environment - New developments are high-quality and reflect the flavour and character of our area
  - Destination areas (Onehunga, Panmure, Glen Innes, Sylvia Park and Mount Wellington) - Our suburbs and town centres are sought-after destinations to live, work and play.

- **Maungakiekie-Tāmaki has quality infrastructure to match growth**
  - Safe and improved community facilities – Have safe and improved community facilities
  - Good quality open spaces - Good quality open spaces
  - Better connections and transport infrastructure - Better transport connections and improved transport infrastructure
  - Keeping up with growth and development - Other infrastructure needs
Higher Priority
- projects that are inclusive and support under-represented members of the community
- projects that support smoke-free events
- we will also consider applications for match funding. Match funding is where grants are provided in exchange for the community group’s ‘match’ in volunteer labour, cash or donated goods and services up to the value of 40%. Applications will be prioritised and assessed under the same priorities as other grants.
- applicants who have considered other sources of funding for their project.

Lower Priorities
- catering
- the purchase of electronic equipment
- ongoing administration costs – for example wages, salaries or rent
- fundraising activities for a group or organisation
- projects or events that are outside the local board
- initiatives that are eligible and can be funded by central government
- projects that do not demonstrate any benefit to the wider community

Exclusions
The Maungakiekie-Tāmaki Local Board will not fund:
- gifts/prizes
- groups that have failed to meet accountability obligations from previous council grants except in exceptional circumstances
- Grants to support the purchase of assets and/or equipment with limited future use
- Applications for liquor licenses
- Applicants who apply to Maungakiekie-Tāmaki Local Board for the same project or activity more than once in a financial year (Community Grants Policy – Paragraph 95)

Investment approach
The Maungakiekie-Tāmaki Local Board will generally grant between $500 and $10,000, per grant application.

Application dates
Local Grant rounds for 2020/2021 will be as follows

<table>
<thead>
<tr>
<th>Local grant rounds</th>
<th>Opens</th>
<th>Closes</th>
<th>Decision date</th>
<th>Projects to start after</th>
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<tbody>
<tr>
<td>Round One</td>
<td>1 June 2020</td>
<td>10 July 2020</td>
<td>25 August 2020</td>
<td>1 September 2020</td>
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<tr>
<td>Round Two</td>
<td>24 August 2020</td>
<td>2 October 2020</td>
<td>24 November 2020</td>
<td>1 December 2020</td>
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<tr>
<td>Round Three</td>
<td>15 February 2021</td>
<td>26 March 2021</td>
<td>25 May 2021</td>
<td>1 June 2021</td>
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Multiboard rounds 2020/2021

<table>
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<tr>
<th>Multiboard grant round</th>
<th>Opening date</th>
<th>Closing date</th>
<th>Decision date</th>
<th>Projects to start after</th>
</tr>
</thead>
<tbody>
<tr>
<td>Round One</td>
<td>15 June 2020</td>
<td>7 August 2020</td>
<td>25 August 2020</td>
<td>1 November 2020</td>
</tr>
<tr>
<td>Round Two</td>
<td>18 January 2021</td>
<td>19 March 2021</td>
<td>25 May 2021</td>
<td>1 July 2021</td>
</tr>
</tbody>
</table>

Accountability measures
Accountability is an important step where successful applicants demonstrate what benefits came from their initiative. It is also about properly acknowledging where the funding for the activity came from. Accountability measures should be appropriate to the nature of the application and, in particular, the size of the grant. Therefore, the specific accountability measures will be put in place by the local board at the time the grants are decided and will include financial reporting.
Local board feedback for inclusion in Auckland Council submissions

File No.: CP2020/04719

Te take mō te pūrongo
Purpose of the report

1. To recommend that the Maungakiekie-Tāmaki Local Board delegate authority to the local board chair to submit the local board’s formal views for inclusion in Auckland Council submissions to Central Government and other councils, where this feedback is due before a local board meeting.

Whakarāpopototanga matua
Executive summary

2. Central Government (and other councils) seek feedback through public consultation on bills, inquiries and other key matters. The consultation timeframes vary between four and eight weeks.

3. The Governing Body is responsible for making official submissions to Central Government on most matters except for submissions to government on legislation where it specifically relates to a local board area. Where the Governing Body decides to make an official submission on a Central Government matter, staff work to develop a draft submission for consideration by the Governing Body and will call for local board input so it can be incorporated. The Auckland Council submission needs to be approved within the consultation timeframes set by Central Government.

4. Local board input is required to be approved by the local board. Where local boards are unable to make these decisions at a local board meeting due to the constrained timeframes, another mechanism is required. In situations where local boards prefer not to use the urgent decision process, local boards sometimes provide informal feedback that is endorsed at the next business meeting. This is not considered best practice because the local board input can be challenged or changed at ratification or approval stage, which leads to reputational risk for the council.

5. In situations where timeframes don’t allow reporting to formal business meetings, staff recommend that the local board either uses the urgent decision process or delegates authority to the chair to approve and submit the local board’s input into Auckland Council submissions. Both options provide an efficient way to ensure that local board formal input is provided when external parties set submission deadlines that don’t allow formal input to be obtained from a local board business meeting.

Ngā tūtohunga
Recommendation/s

That the Maungakiekie-Tāmaki Local Board:

a) delegate authority to the chair to approve and submit the local board’s input into Auckland Council submissions on formal consultation from government departments, parliament, select committees and other councils.

b) note that the local board can continue to use its urgent decision process to approve and submit the local board’s input into Auckland Council submissions on formal consultation from government departments, parliament, select committees and other councils, if the chair chooses not to exercise the delegation sought in recommendation (a).
c) note that this delegation will only be exercised where the timeframes do not allow for local board input to be considered and approved at a local board meeting.

d) note all local input approved and submitted for inclusion in an Auckland Council submission is to be included on the next local board meeting agenda for the public record.

Horopaki
Context

6. Government departments, parliament, select committees and other councils seek feedback on issues using both formal and informal consultation opportunities. Auckland Council has an ongoing opportunity to provide advocacy on public policy matters and this is often done by making a public submission. Submissions can be provided on other council’s plans, on policy and legislative reviews or on an agency’s proposed strategy.

7. Council submissions are the formal responses to the public consultation opportunities that are open to everyone, including all Aucklanders.

8. 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.

9. Under the current allocation of decision-making responsibility, the Governing Body is allocated decision-making responsibility for “submissions to government on legislation including official submissions of Auckland Council incorporating local board views”. Local boards are allocated decision-making for “submissions to government on legislation where it specifically relates to that local board area only”.

10. Central Government agencies set the deadlines for submissions which are generally between four to eight weeks. These timeframes do not usually allow for formal reporting to local boards to input into the council submission. In situations where local boards prefer not to use the urgent decision process, local boards can sometimes provide informal feedback that is endorsed at the next business meeting. This is not considered best practice because the local board input can be challenged or changed at ratification or approval stage, which leads to reputational risk for council.

11. Providing a delegation for Central Government submissions provides local boards with another option to give formal local views within prescribed timeframes.

Tātaritanga me ngā tohutohu
Analysis and advice

12. There are five options available to local boards to approve their formal views and input on submissions to Central Government. Where this input is sought within a time constrained process and is due before a meeting of the local board, only four of these options will be available.

Table 1: Options for mechanisms through which the local boards can approve their formal views on Auckland Council submissions to Central Government and other councils

<table>
<thead>
<tr>
<th>Options</th>
<th>Pros</th>
<th>Cons</th>
</tr>
</thead>
</table>
| 1. Local board input approved at a business meeting | • Decision is made and adopted in a public meeting (transparency of decision making).  
• All local board members have the opportunity to make the formal decision. | • Local board meeting schedules and agenda deadlines often don’t align with external agency deadlines. |
<p>| 2. Local board input          | • Provides a mechanism for local                                     | • Extraordinary meeting needs to be called.                          |</p>
<table>
<thead>
<tr>
<th>Options</th>
<th>Pros</th>
<th>Cons</th>
</tr>
</thead>
</table>
| approved at an extraordinary meeting of the local board                | boards to provide their formal views where submission deadlines do not align with local board meeting schedules.  
|                                                                        | • Decision is made and adopted in a public meeting (transparency of decision making).  
|                                                                        | • All local board members have the opportunity to make the formal decision. | called by a resolution (requires anticipation by the local board) or requisition in writing delivered to the Chief Executive. The process usually requires a minimum of three clear working days.  
|                                                                        | • There are additional costs incurred to run an unscheduled meeting.  
|                                                                        | • It may be difficult to schedule a time when enough local board members can attend to achieve a quorum.                                                                                                                                                                                                                     |
| 3. Local board input approved using urgent decision mechanism (staff recommend this option) | • It provides a mechanism for local boards to provide their formal views where submission deadlines do not align with local board meeting schedules.  
|                                                                        | • Local board input can be submitted once the Chair, Deputy Chair and Relationship Manager have received the report providing the local board views and input. | • The decision is not made in a public meeting. It may be perceived as non-transparent decision-making because it is not made by the full local board.  
|                                                                        | • The urgent decision needs the sign-off from two local board members (ie the Chair and Deputy Chair), rather than just one.                                                                                                                                                                                                 |
| 4. Local board input approved by the chair who has been delegated authority from the local board (staff recommend this option where local boards choose not to use the urgent decision process) | • It provides a mechanism for local boards to provide their formal views where submission deadlines do not align with local board meeting schedules and local boards don’t want to use the urgent decision process.  
|                                                                        | • Local board input can be submitted as soon as possible after the local board views and input have been collated and discussed by the local board members. | • Decision is not made in a public meeting. It may be perceived as non-transparent decision-making because it is not made by the full local board.  
|                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                 |
| 5. Local board input submitted and ratified at a later date             | • Local board informal input can be submitted as soon as possible after the local board views and input have been collated and discussed by the local board members. | • Local board input submitted is considered to be the informal views of the local board until they are approved.  
|                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                 |
|                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                 |
|                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                 |
|                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                 |
### Options

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<th>Options</th>
<th>Pros</th>
<th>Cons</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>there is a reputational risk for the council.</td>
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</table>

13. Options one, two and three are already available to local boards and can be utilised as required and appropriate. Option one should always be used where timeframes allow reporting. Option four requires a delegation in order for a local board to utilise this mechanism and should be used only when timeframes don’t allow reporting to a business meeting.

14. Local boards who wish to utilise option four are requested to delegate to the chair as this fits within the leadership role of the chair and they are more likely to be available because the chair is a full-time role. The role of this delegated member will be to attest that the approved and submitted input constitutes the views of the local board. The input should then be published with the agenda of the next formal business meeting of the local board to provide transparency. The delegate may choose not to exercise their delegation if the matter is of a sensitive nature and is something that the full board should consider at a business meeting.

15. Each local board will be in charge of its own process for considering and developing their local board input that will be approved by the delegated member. This can include discussions at workshops, developing ideas in a small working group or allocating it to an individual member to draft.

16. Where local boards do not wish to delegate the views to the chair, the recommended option is to use the urgent decision mechanism (where deadlines don’t align with local board reporting timeframes). The mechanism requires a staff report and the decision to be executed by three people (the Chair, Deputy Chair and the Relationship Manager). Local board input can be submitted within one to two days after the local board views and input have been collated and discussed by the local board members.

17. Option five is not considered best practice and local boards are strongly discouraged from using this.

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

18. 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**

19. This report proposes a delegation to ensure that staff can undertake the preparation of submissions in a timely manner, while receiving formal local board input on matters that are of local board importance.

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

20. This report seeks to establish a specific delegation for the local board chair.

21. Any local board member who is delegated responsibilities should ensure that they represent the wider local board views and preferences on each matter before them.

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

22. A decision of this procedural nature is not considered to have a positive or negative impact for Māori.
**Ngā ritenga ā-pūtea**  
**Financial implications**

23. 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**

24. If local boards choose to delegate to provide their formal views on Auckland Council submissions, there is a risk that this mechanism is perceived as non-transparent decision-making because it is not made by the full local board. This can be mitigated by publishing the submitted local board input on the next agenda.

25. There is also a risk that the chair who has the delegated authority may not have time to properly consult and ascertain views of the full local board. This can be mitigated by encouraging the local board to collectively discuss and agree their input before it is submitted by the member who has been delegated authority.

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

26. On those occasions where it is required, the delegation will be used to approve and submit the local board’s input into Auckland Council submissions on formal consultation from government departments, parliament, select committees and other councils.

**Ngā tāpirihanga**  
**Attachments**

There are no attachments for this report.

**Ngā kaihaina**  
**Signatories**

<table>
<thead>
<tr>
<th>Author</th>
<th>Carol Stewart - Senior Policy Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Louise Mason - GM Local Board Services</td>
</tr>
<tr>
<td></td>
<td>Nina Siers - Relationship Manager for Maungakiekie-Tamaki Puketapapa</td>
</tr>
</tbody>
</table>
Te take mō te pūrongo

Purpose of the report

1. To update the Maungakiekie-Tāmaki Local Board on Panuku Development Auckland (Panuku) activities within the local board area and the region for the six months from 1 July 2019 to 31 December 2019.

Whakarāpopototanga matua

Executive summary

2. Panuku is charged with balancing financial and non-financial outcomes in order to create and manage sustainable and resilient places where people want to live, work, invest, learn and visit. The activities of Panuku cover four broad areas:
   - Redevelopment of urban locations, leveraging off council owned land assets, mostly within existing suburbs.
   - Review of, and where appropriate, redevelopment of council non-service property.
   - Management of council property assets including commercial, residential, and marina infrastructure.
   - Other property related services such as redevelopment incorporating a service delivery function, strategic property advice, acquisitions and disposals.

3. Panuku currently manages 169 commercial and residential interests in the Maungakiekie-Tāmaki Local Board area.

4. Two priority locations for Panuku sit within the Maungakiekie-Tāmaki Local Board area, they are Transform Onehunga and Unlock Panmure. Within these priority location areas, several projects are at varying stages of engagement, design and implementation.

5. No properties in the Maungakiekie-Tāmaki Local Board area were purchased during the reporting period.

6. No properties in the Maungakiekie-Tāmaki Local Board area were sold during the reporting period.

Ngā tūtohunga

Recommendation/s

That the Maungakiekie-Tāmaki Local Board:

a) receive the Panuku Development Auckland Local Board update for 1 July 2019 to 31 December 2019.
Horopaki Context

7. Panuku helps to rejuvenate parts of Auckland, from small projects that refresh a site or building, to major transformations of town centres or neighbourhoods.

8. The Auckland Plan is the roadmap to deliver on Auckland’s vision to be a world class city. Panuku will play a significant role in achieving the Homes and Places and Belonging and Participation outcomes.

9. Panuku is leading urban redevelopment in Manukau, Onehunga, Wynyard Quarter, Waterfront, Northcote, Avondale, Takapuna, Henderson, Papatoetoe, Ormiston and Flat Bush, Panmere, Pukekohe, City Centre and redevelopment of the Haumaru Portfolio.

10. Panuku manages around $3 billion of council’s non-service property portfolio, which is continuously reviewed to find smart ways to generate income for the region, grow the portfolio, or release land or property that can be better used by others.

11. As at 31 December 2019, the property portfolio comprises 1674 properties, containing 1035 leases. The current portfolio includes vacant land, industrial buildings, warehouses, retail shops, cafes, offices, medical centres, and a large portfolio of residential rental homes.

Tātaritanga me ngā tohutohu
Analysis and advice

Ngā Mahi ā-Hapori / Local Activities

Transform Onehunga

12. Panuku is leading the redevelopment of strategically placed council-owned land, working in partnership with the Government and others, to deliver positive outcomes for the local community.

13. The current Transform Onehunga Framework Plan has focus to the north of Neilson Street. The next stage of the Framework Plan to regenerate Onehunga, focuses on the area south of Neilson Street and involves a plan change for the wharf that will likely be complete over the next couple of years.

14. Council purchased the Port of Onehunga in October 2018 and is currently undertaking maintenance works to keep the Port operational. The Port is seen as key to transforming the Onehunga waterfront to a place for people and to enable access to the Manukau Harbour. The first 3 – 5 years of ownership of the Port will involve continuing maintenance, working through physical, legal and planning issues prior to any substantive works occurring.

15. This should eventually lead to a statutory plan change enabling some form of redevelopment at the Port. There is still uncertainty around major infrastructure projects, including the proposed East West Link and Light Rail which affect the areas further south, which may restrict the progress of the plan change.

16. To ensure that the plan change is informed by the community, Panuku are engaging with stakeholders in the community to create a master plan. This engagement includes an online tool called Social Pinpoint as well as visioning workshops in the community and feedback opportunities at community events.
17. Community feedback, plus technical studies and mana whenua engagement are informing the master plan for the wharf. The planning sets the framework for the wharf as a future community destination and a catalyst for the restoration of the Manukau Harbour.

18. Within the town centre, Panuku has advanced on the plans to improve local connections with the first laneway project at 5 Pearce Street completed in 2019. The next two laneways, 152 Onehunga Mall and 151 Onehunga Mall are in consultation and design stage.

19. Preliminary concept design work commenced on the public realm improvements in the DressMart Precinct, which will be tested and consulted on as design progresses.

20. The Waiapu Lane Precinct is being scoped for potential public realm requirements. Panuku have agreed a high-level master plan for this area with the local board. Consultation is occurring online and at several events including the Christmas Festival, which happened on 14 December 2019 at Oranga Community Centre.

21. In collaboration with the local board and community stakeholders, Panuku undertook community engagement using Social Pinpoint across the Waiapu Lane, Wharf and Laneways projects in 2019 with more than 7000 visits to these sites over the period. The community feedback provides Panuku valuable information in developing design options that respond to local community needs.

22. Panuku continue to work with Service Strategy and Integration on the recreation needs assessment for Onehunga.

23. During this period, Panuku provided information and gave input into the Auckland Transport feasibility study regarding the potential for the bus station relocation.

**Unlock Panmure**

24. The Unlock Panmure three-year work programme outlining key delivery projects in Financial Years 2019-2021 was endorsed by the Maungakiekie-Tāmaki Local Board at the 22 May 2018 business meeting, (resolution MT/2018/77) and approved by the Panuku Board on 27 June 2018.

25. The key delivery projects in Financial Years 2019-2021 were presented to the Fixed Stakeholder Advisory Group (FSAG) on 6 July 2018, and regular six-weekly meetings with the group have been set up to provide project updates and invite feedback as projects progress.

26. Panuku have worked closely with the local board, council family, and Panmure Business Association to support local events, including Parking Day, Christmas Street Party, and Panmure Basin Fun Day to positively promote Panmure town centre and its diverse offerings.

27. Panuku work with locals to provide input into the streetscape upgrade of Clifton Court as part of the Unlock Panmure programme. The aim of this project is to revitalise the current public space into an area that is safer and more welcoming for the local community. In December, Panuku held focused workshops inviting people to share their thoughts both on the current space and how it could be improved for the future to help inform concept designs. Key themes indicated four areas – safety and comfort, green and nature, play, community interactions and activities. These elements will form an important foundation for the design.

28. The plan change to rezone both the 3 Kings Road and 28-30 Pilkington Road sites were notified on 28 November 2019 and public submissions closed on 30 January 2020. The change of zoning for both sites will enable mixed-use development within Panmure town.
centre, increase new housing supply and local services to broaden the centre’s offering. Panuku will continue to work closely with Auckland Council Plans and Places department to review submissions received.

29. The acquisition of 19-23A Queens Road and 3 Korma Lane, Panmure were completed respectively in August and October 2019. These strategic sites combined with existing council landholding enables the comprehensive redevelopment of Panmure town centre core as a vibrant heart.

Properties managed in the Maungakiekie-Tāmaki Local Board Area

30. Panuku currently manages 101 commercial and 68 residential interests within the local board area.

Portfolio strategy

Optimisation

31. Optimisation is a self-funding development approach targeting sub-optimal service assets approved in 2015. The process involves an agreement between Community Facilities, Panuku and local boards and is led by Panuku. It is designed to equal or enhance levels of service to the local community in a reconfigured form, while delivering on strategic outcomes such as housing or urban regeneration with no impact on existing rate assumptions.

32. Using optimisation, underperforming assets will have increased utility and efficiency, lower maintenance and operating costs, as well as improved service delivery benefiting from co-location of other complimentary services or commercial activities. Optimisation will free up a range of undercapitalised development opportunities such as air space, full sites, or part sites.

33. Using optimisation as a redevelopment and funding tool, the local board can maximise efficiencies from service assets while maintaining levels of service through the release of some or all of that property for sale or development.

34. Local boards are allocated decision making for the disposal of local service property and reinvestment of sale proceeds, in accordance with the service property optimisation approach.

Portfolio review and rationalisation

Overview

35. Panuku is required to undertake ongoing rationalisation of the council’s non-service assets. This includes identifying properties from within the council’s portfolio that may be suitable for potential sale and development if appropriate. Panuku has a focus on achieving housing and urban regeneration outcomes.

36. Identifying potential sale properties contributes to the Auckland Plan focus of accommodating the significant growth projected for the region over the coming decades, by providing the council with an efficient use of capital and prioritisation of funds to achieve its activities and projects.

Performance

37. Panuku works closely with Auckland Council and Auckland Transport to identify potential surplus properties to help achieve disposal targets.

38. Target for July 2018 to June 2019:
### Panuku Development Auckland Local Board

**28 April 2020**

<table>
<thead>
<tr>
<th>Unit</th>
<th>Target</th>
<th>Achieved</th>
</tr>
</thead>
<tbody>
<tr>
<td>Portfolio review</td>
<td>$30 million disposal recommendations</td>
<td>$30.4 million disposal recommendations.</td>
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#### July 2019 to June 2021 Target

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<tr>
<th>Unit</th>
<th>Target</th>
<th>Achieved</th>
</tr>
</thead>
<tbody>
<tr>
<td>Portfolio Review</td>
<td>$45m disposal recommendations.</td>
<td>$20 million disposal recommendations as at 23 February 2020.</td>
</tr>
</tbody>
</table>

### Process

39. Once identified as no longer delivering the council service use for which it was acquired, a property is taken through a multi-stage rationalisation process. The agreed process includes engagement with council departments and CCOs, the local board and mana whenua. This is followed by Panuku Board approval, engagement with the local ward councillors, the Independent Māori Statutory Board and finally, a Governing Body decision.

### Under review

40. There are no properties currently under review in the Maungakiekie-Tāmaki Local Board area.

### Acquisitions and disposals

41. Panuku manages the acquisition and disposal of property on behalf of Auckland Council. Panuku purchases property for development, roads, infrastructure projects and other services. These properties may be sold with or without contractual requirements for development.

#### Acquisitions

42. Panuku does not decide which properties to buy in a local board area. Instead, it is asked to negotiate the terms and conditions of a purchase on behalf of the council.

43. Panuku has so far purchased nine properties for open space across Auckland in the 2019/2020 financial year to the end of December at a cost of $30.6 million.

44. No properties have been purchased in the Maungakiekie-Tāmaki area during the reporting period for open space.

45. All land acquisition committee resolutions contain a confidentiality clause due to the commercially sensitive nature of ongoing transactions, and thus cannot be reported on while in process.

#### Disposals

46. In the current financial year to the end of December, the Panuku disposals team has entered into five sale and purchase agreements, with an estimated value of $3.6 million of unconditional net sales proceeds.

47. Panuku 2019/20 disposals target is $24 million for the year. The disposals target is agreed with the council and is reviewed on an annual basis.

48. No properties have been sold in the Maungakiekie-Tamaki area during the reporting period.
Item 20

Panuku Development Auckland Local Board six-monthly update 1 July 2019 - 31 December 2019

Maungakiekie-Tāmaki Local Board
28 April 2020

Tauākī whakaaweawe āhuarangi
Climate impact statement

49. The Panuku Priority Location programmes support regeneration of existing town centres, developing underutilised sites within the urban area, close to transport links. Increasing the density of housing in these areas will result in reduced carbon emissions through improved utilisation of existing infrastructure and transit-oriented development, provision of easy, safe and attractive walking and cycling routes reduces reliance on private motor vehicles and enables low carbon lifestyles. Panuku has adopted a minimum standard of a Homestar 6 rating for all homes, resulting in warmer, drier and more energy efficient buildings.

50. Climate change is likely to subject the Maungakiekie-Tāmaki area to hotter temperatures and more frequent flooding and drought. We are seeking to future-proof our communities by accounting for climate change, factoring adaptation and resilience into the creation of buildings and spaces. Our infrastructure and developments should be designed to cope with warmer temperatures and extreme weather events. This includes use of green infrastructure and water sensitive design for increased flood resilience, ecological and biodiversity benefits and provision of increased shade and shelter for storm events and hotter days.

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

51. The views of the council group are incorporated on a project by project basis.

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

52. Any local or sub-regional impacts related to local activities are considered on a project by project basis.

53. Panuku requests that all feedback and/or queries relating to a property in the local board area be directed in the first instance to localboard@developmentauckland.co.nz.

Tauākī whakaaweawe Māori
Māori impact statement

54. Panuku work collaboratively with mana whenua on a range of projects including potential property disposals, development sites in the area and commercial opportunities. Engagement can be on specific individual properties and projects at an operational level with kaitiaki representatives, or with the Panuku Mana Whenua Governance Forum who have a broader mandate.

55. Panuku will continue to partner with Māori on opportunities which enhance Māori social and economic wellbeing.

Ngā ritenga ā-pūtea
Financial implications

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

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations

57. There are no risks associated with receiving this report.
Ngā koringa ā-muri

Next steps

58. The next six-monthly update is scheduled for August 2020.

Ngā tāpirihanga

Attachments

There are no attachments for this report.

Ngā kaihaina

Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Perin Gerrand - Engagement Coordinator</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Helga Sonier - Senior Engagement Advisor, Panuku Development Auckland</td>
</tr>
<tr>
<td></td>
<td>Nina Siers - Relationship Manager for Maungakiekie-Tamaki Puketapapa</td>
</tr>
</tbody>
</table>
Auckland Transport update to the Maungakiekie-Tāmaki Local Board March 2020

File No.: CP2020/03798

Te take mō te pūrongo
Purpose of the report
1. To provide an update on Auckland Transport activities in the Maungakiekie-Tāmaki area and a summary on the local boards transport funds.

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

Ngā tūtohunga
Recommendation/s
That the Maungakiekie-Tāmaki Local Board:
a) receive the Auckland Transport March 2020 report.

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

4. This report updates the Maungakiekie-Tāmaki Local Board on Auckland Transport projects and operations in the local board area, it updates the local board on its advocacy issues and consultations and includes information on the status of the Local Board Transport Capital Fund (LBTCF) and Community Safety Fund (CSF).

5. The LBTCF is a capital budget provided to all local boards by Auckland Council and delivered by 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.

6. The CSF is a capital budget established by Auckland Transport for use by local boards to fund local road safety initiatives. The purpose of this fund is to allow elected members to address long-standing local road safety issues that are not regional priorities and are therefore not being addressed by the Auckland Transport programme.

Tātaritanga me ngā tohutohu
Analysis and advice
7. The table below has a general summary of projects and activities of interest to the local board with their current status. Please note that all timings are indicative and are subject to change:
Item 21

**AMETI Project works on Panmure side of the bridge**

Panmure intersection currently in Stage 3.

**AMETI Project Jellicoe/Mountain Signalisation**

Targeting early May 2020 completion. Two week break over the Easter period.

**AMETI Project Lagoon Drive**

Targeting October 2020 for completing Panmure side of busway.

**AMETI Project Basin View Lane**

Targeting end of July 2020 for completion and two-way traffic.

**AMETI Project Domain Drive**

Targeting April/May 2020 completion.

**AMETI Project Panmure Bridge**

One lane each direction 24/7 during 2 week Easter period.

---

**Traffic Control Committee resolutions**

8. The table below outlines decisions made by Auckland Transports Traffic Control Committee in the Maungakiekie-Tāmaki Local Board area in February 2020. Auckland Transport's resolution and approval process ensures the most appropriate controls and restrictions are put in place and can be legally enforced.

<table>
<thead>
<tr>
<th>Station Road And Surrounding Streets</th>
<th>Temporary traffic and parking controls</th>
<th>Approved with conditions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Point England Road/Riverside Avenue/Dunkirk Road</td>
<td>Temporary traffic and parking controls</td>
<td>Approved with conditions</td>
</tr>
<tr>
<td>Lynton Road/Stud Way/Musket Place/Roslyn Road/Waipuna Road</td>
<td>Lane Arrow Marking/Cycle Lane/NSAAT/Traffic Road Hump/Traffic Signal/Stop Control/Give-Way Control</td>
<td>Carried</td>
</tr>
</tbody>
</table>

---

**Community Safety Fund**

9. All local boards have finalised their prioritised lists of projects, received rough orders of cost, and approved the allocation of funds. The programme in total now stands at just under 100 projects.

10. The table below has a general summary of Maungakiekie-Tāmaki Local Board Community Safety Fund projects with their current status. Please note that all timings are indicative and are subject to change.

<table>
<thead>
<tr>
<th>Project</th>
<th>Approved funding</th>
<th>Update</th>
</tr>
</thead>
<tbody>
<tr>
<td>Selwyn Street pedestrian safety improvements</td>
<td>$300,000</td>
<td>Initial designs for a raised zebra crossing and refuge islands completed. Consultation expected to start prior to Easter.</td>
</tr>
<tr>
<td>Farringdon pedestrian safety improvements</td>
<td>$260,000</td>
<td>Initial designs for converting existing kea crossing into a raised zebra crossing is completed. Consultation expected to start prior to Easter.</td>
</tr>
</tbody>
</table>
Item 21

Elstree Avenue pedestrian safety improvements $260,000 Initial designs for upgrading grade zebra crossing into a raised zebra crossing is completed. Consultation expected to start prior to Easter.

Bailey Road pedestrian safety improvements $50,000 Initial designs for installing two new speed tables of the kea crossing is completed. Consultation expected to start prior to Easter.

Panama Road School pedestrian safety improvements $20,000 High friction surfacing to be applied in March 2020.

Harris Road pedestrian safety improvements $20,000 High friction surfacing to be applied in March 2020.

Electronic speed feedback signs at Apirana Avenue and Dunkirk Road $80,000 Project team re-investigating locations for electronic speed signs due to new feedback sign recently installed on Dunkirk Rd.

Hamlin Road, pedestrian safety improvements $260,000 Still in development phase, consultation expected to start prior to Easter.

Safety measures in Grey Street $20,000

Total $1,270,000

Local Board Transport Capital Fund

11. There was $739,391 left in the LBTCF from the 2016-2019 Political term. The LBTCF allocation for the 2019-2022 political term is $2,019,339.

12. The local board allocated $50,000 out of the LBTCF towards driver feedback signs (resolution MT/2018/152). However, this is now being funded through the local board’s Community Safety Fund (resolution MT/2019/118). Therefore, the amount of $50,000 will be reconciled back into the LBTCF at a later date.

13. The new total available budget for the LBTCF is $2,808,730. The table below outlines the LBTCF financial summary for the Maungakiekie-Tāmaki Local Board.

<table>
<thead>
<tr>
<th>Maungakiekie-Tamaki Local Board Transport Capital Fund Financial Summary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unallocated funds from term 2016-2019</td>
</tr>
<tr>
<td>Funds allocated for 2019-2022 term</td>
</tr>
<tr>
<td>Driver Feedback Signs reconciliation to be added</td>
</tr>
<tr>
<td>Remaining budget left</td>
</tr>
</tbody>
</table>

14. There are workshops booked in with the Maungakiekie-Tamaki Local Board to discuss how the funds for the new political term will be allocated.

15. Projects which have had funding allocated to them are noted below:

<table>
<thead>
<tr>
<th>Project</th>
<th>Description</th>
<th>Status</th>
<th>Funds Allocated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jubilee Shared Bridge</td>
<td>Construction of shared path and bridge.</td>
<td>Auckland Council has engaged in a new vendor to get this project</td>
<td>$700,000</td>
</tr>
</tbody>
</table>
A further update will be given by Auckland Council at a workshop in March 2020.

Tāmaki Shared Paths

In Stage 2 for the link to the existing Tāmaki Path from Kotae Road – in feasibility stage.

$380,000

Line/Taniwha Raised Crossings

Located on Line Road, between Eastview and Taniwha Reserves, and Taniwha Road, between Taniwha and Maybury Reserves

This work will be actioned as part of the Glen Innes Cycleway project.

$190,000

Tripoli Road Raised Crossing

Upgrading of existing pedestrian crossings

Work to start between March and April 2020.

$600,000

Onehunga Mall Raised Crossing Paths

Two pedestrian crossing to provide a better connection to Laneway 2, 4 & 5.


$300,000

Driver feedback signs

This is now being funded through the local board’s Community Safety Fund. This allocation will be reconciled back into the LBTCF.

$50,000

**Tauākī whakaaweawe āhuarangi Climate impact statement**

16. 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.

17. 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.

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

<table>
<thead>
<tr>
<th>Measure</th>
<th>2019/20</th>
<th>2020/21</th>
<th>2021/22</th>
</tr>
</thead>
<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 CO2e (emissions) generated annually by Auckland Transport corporate operations (from 2017/18 baseline)</td>
<td>7%</td>
<td>9%</td>
<td>11%</td>
</tr>
</tbody>
</table>
Percentage of Auckland Transport streetlights that are energy efficient LED

| Percentage | 56% | 66% | 76% |

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

19. The impact of the information in this report is confined to Auckland Transport and does not impact on other parts of the Council group.

20. Any engagement with other parts of the Council group will be carried out on an individual project basis.

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

Local Board Workshops

21. Auckland Transport attended workshops with the Local Board on the 25 February and 3 March, the subjects discussed were:
   - An update on the Glenn Innes Cycleway project.
   - An update on the AMETI Project.

General information items sent to the board:

22. The summary below lists items sent to the local board for its information or feedback:

<table>
<thead>
<tr>
<th>Item</th>
<th>Date sent to Board</th>
</tr>
</thead>
<tbody>
<tr>
<td>INFO: Church Street/Victoria Street intersection, work to be completed</td>
<td>04/02/20</td>
</tr>
<tr>
<td>INFO: Mt Wellington Highway/Bus/Truck Lane, public feedback and project decisions</td>
<td>12/02/20</td>
</tr>
<tr>
<td>INFO: Walking School Bus Month</td>
<td>24/02/20</td>
</tr>
</tbody>
</table>

Tauākī whakaaweawe Māori Māori impact statement

23. The proposed decision of receiving the report has no impacts or opportunities for Māori. Any engagement with Māori, or consideration of impacts and opportunities, will be carried out on an individual project basis.

Ngā ritenga ā-pūtea Financial implications

24. The proposed decision of receiving this report has financial implications as outlined in the resolutions, analysis and advice.

Ngā raru tūpono me ngā whakamaurutanga Risks and mitigations

25. The proposed decision of receiving the report has no risks.

Ngā koringa ā-muri Next steps

26. Auckland Transport will provide another update report 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>Caroline Tauevihi – Elected Member Relationship Manager – Auckland Transport</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Jonathan Anyon – Elected Member Team Manager – Auckland Transport</td>
</tr>
<tr>
<td></td>
<td>Louise Mason - GM Local Board Services</td>
</tr>
<tr>
<td></td>
<td>Nina Siers - Relationship Manager for Maungakiekie-Tamaki Puketapapa</td>
</tr>
</tbody>
</table>
Delegated feedback on The Ministry for the Environments, He Kura Koiora i hokia: A discussion document on a proposed National Policy Statement for Indigenous Biodiversity

File No.: CP2020/03615

Te take mō te pūrongo
Purpose of the report
1. To notify the Maungakiekie-Tāmaki Local Board of the delegated feedback that was submitted as input into Auckland Council’s submission on He Kura Koiora i hokia: A discussion document on a proposed National Policy Statement for Indigenous Biodiversity.

Whakarāpopototanga matua
Executive summary
2. At the Maungakiekie-Tāmaki Local Board’s 25 February 2020 business meeting, it delegated authority to local board member, Nerissa Henry to input into Auckland Council’s submission on He Kura Koiora i hokia: A discussion document on a proposed National Policy Statement for Indigenous Biodiversity.
3. The proposed National Policy Statement for Indigenous Biodiversity (NPSIB), is intended to provide consistency for council’s interpreting and applying the Resource Management Act 1991 provisions relating to indigenous biodiversity. This includes protecting significant indigenous vegetation and habitats for fauna and to maintain indigenous biodiversity.
4. The local boards feedback (Attachment A) was submitted for the Planning Committee’s consideration on 3 March 2020 and will be attached verbatim to the regional submission.

Ngā tūtohunga
Recommendation/s
That the Maungakiekie-Tāmaki Local Board:


Ngā tāpirihanga
Attachments

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Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Tracey Freeman - Democracy Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Louise Mason - GM Local Board Services&lt;br&gt;Nina Siers - Relationship Manager for Maungakiekie-Tamaki Puketapapa</td>
</tr>
</tbody>
</table>
Feedback on:
25 February 2020

For clarifications and questions, please contact:
Mal Ahmu
Local Board Advisor – Maungakiekie-Tāmaki Local Board

Context

1. The proposed National Policy Statement for Indigenous Biodiversity (NPSIB), is intended to provide consistency for council’s interpreting and applying the Resource Management Act 1991 provisions relating to indigenous biodiversity. This includes protecting significant indigenous vegetation and habitats for fauna and to maintain indigenous biodiversity.

2. NPSIB has been developed by the MFE and DOC based on an initial draft developed by the stakeholder-led Biodiversity Collaborative Group. This group comprised industry representatives, environmental groups and an iwi advisor.

3. The primary objective of the proposed NPSIB is to maintain indigenous biodiversity through directions relating to:
   - applying the concept of Hutia te Rito when implementing the NPSIB and managing indigenous biodiversity.
   - providing opportunities for tangata whenua involvement in the management of indigenous biodiversity.
   - processes and criteria to identify, assess and protect areas as significant natural areas (areas of significant indigenous vegetation and habitats of indigenous fauna).
   - managing adverse effects of activities within significant natural areas and managing effects on indigenous biodiversity that occur outside of significant natural areas.
   - identifying and protecting taonga species and ecosystems.
   - identifying and managing locations for highly mobile fauna.
   - promoting and providing for restoration and enhancement of indigenous biodiversity.
   - requiring development of regional biodiversity strategies and monitoring plans.

4. At the Maungakiekie-Tāmaki Local Board’s 25 February 2020 business meeting, it delegated authority to local board member, Nerissa Henry to input into Auckland Council’s submission on, He Kura Koiora i hokia: A discussion document on a proposed National Policy Statement for Indigenous Biodiversity (resolution: MT/2020/17).

5. The due date for submissions to the Ministry for the Environment is 14 March 2020. The draft Auckland Council submission will be presented to the Planning Committee for its approval on 5 March 2020. To meet these timeframes local board feedback is due by 3 March 2020.
Relevance to the Local board

6. Local boards are responsible for decision-making on local issues, activities and services and providing input into regional strategies, policies and plans. Local boards also have a role in representing the views of their communities on issues of local importance.

7. Maungakiekie-Tāmaki local board previously provided feedback on the Department of Conservations discussion document on proposals for a national biodiversity strategy, Te Koioa o te Koiora – our shared vision for living with nature. The local board’s feedback endorsed the proposed national biodiversity strategy and noted that there is a vast amount of development occurring and planned to occur in the local board area and in the Auckland region that will have a significant impact on biodiversity.

8. Every three year local boards set their strategic direction through a local board plan. The Proposed Priority Products and Priority Product Stewardship Scheme Guidelines have relevance to the following outcomes and objectives the 2017 Maungakiekie-Tāmaki Local Board Plan:

<table>
<thead>
<tr>
<th>Outcomes</th>
<th>Objectives</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maungakiekie-Tāmaki is an active and engaged community</td>
<td>People are cared for and enabled to participate, celebrate and contribute to the community.</td>
</tr>
<tr>
<td>Maungakiekie-Tāmaki is a community that cares about its environment</td>
<td>Demonstrate environmental leadership and support community sustainability initiatives.</td>
</tr>
<tr>
<td>Maungakiekie-Tāmaki is the place to be</td>
<td>Clean, beautiful waters and waterside areas.</td>
</tr>
<tr>
<td>Maungakiekie-Tāmaki has quality infrastructure to match growth</td>
<td>New developments are high-quality and reflect the flavour and character of our area.</td>
</tr>
<tr>
<td>Maungakiekie-Tāmaki has quality open spaces.</td>
<td></td>
</tr>
</tbody>
</table>

Maungakiekie-Tāmaki Local Board feedback on the He Kura Koiora i hokia: A discussion document on a proposed National Policy Statement for Indigenous Biodiversity:

The Maungakiekie-Tāmaki Local Board provides the following input:

a) note that an objective in the Maungakiekie-Tāmaki Local Board Plan 2017 is, Maungakiekie-Tāmaki is a community that cares for its environment, which outlines the local boards commitment to protecting, enhancing and restoring our native plants and animals (particularly our native birdlife) within the local board area

b) endorse Auckland Council’s draft submission on the proposed National Policy Statement for Indigenous Biodiversity, noting the key points below:
   i) endorse the need to strengthen requirements for protecting our native plants, animals and ecosystems under the Resource Management Act 1991
   ii) endorse the underlying concept of the NPSIB, Huta te Rito, which recognises that the health and well-being of nature is vital to our own health and wellbeing
   iii) recommend ensuring that this National Policy Statement aligns with other national and regional related policies, plans and strategies
   iv) recommend that sufficient financial support accompanies the implementation of the NPSIB, for both territorial authorities and tangata whenua.

End.
Urgent Decision - Infrastructure Funding and Financing Bill
File No.: CP2020/01840

Te take mō te pūrongo
Purpose of the report

1. To inform the Maungakiekie-Tāmaki Local Board that an urgent decision was made and approved under delegation by the Chair and Deputy Chair to provide feedback on Auckland Council’s draft submission of the Infrastructure Funding and Financing Bill.

Whakarāpopototanga matua
Executive summary

2. At the 3 December 2019 Maungakiekie-Tāmaki Local Board meeting the board considered the urgent decisions process and passed resolution MTLB/2019/75:

That the Maungakiekie-Tāmaki 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 requirement 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 the authorisation memo;

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

3. Local boards have a role in representing the views of their communities on issues of local importance, such as inputting local impacts of Central Government proposals into Auckland Council submissions.

4. As a result of local board feedback being due prior to the next business meeting and urgent decision was required.

5. The Infrastructure Funding and Financing Bill proposes that finance is raised for infrastructure projects (or bundles of projects) through a Special Purpose Vehicle (SPV). The SPV will be a stand-alone entity that will support urban development projects to begin sooner than council funding for infrastructure allows.

Ngā tūtohunga
Recommendation/s

That the Maungakiekie-Tāmaki Local Board:

a) note the decision made under the urgent decision-making process on 18 February 2020, that the Maungakiekie-Tāmaki Local Board provide formal local board feedback on the Central Government’s Infrastructure Funding and Financing Bill.

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1</td>
<td>Maungakiekie-Tāmaki Local Board Urgent Decision on Infrastructure Funding and Financing Bill</td>
<td>173</td>
</tr>
</tbody>
</table>
Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Mal Ahmu - Local Board Advisor - Mngke-Tmk</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Louise Mason - GM Local Board Services</td>
</tr>
<tr>
<td></td>
<td>Nina Siers - Relationship Manager for Maungakiekie-Tamaki Puketapapa</td>
</tr>
</tbody>
</table>
Memorandum

18 February 2020

To: Chris Makoare, Chairperson – Maungakiekie-Tāmaki Local Board; Debbie Burrows, Deputy Chairperson – Maungakiekie-Tāmaki Local Board; Nina Siers, Relationship Manager – Maungakiekie-Tāmaki and Puketāpapa Local Boards

cc: Christie McFadyen, Senior Local Board Advisor – Maungakiekie-Tāmaki Local Board; Andrew Duncan, Manager Financial Policy

Subject: Urgent decision request of the Maungakiekie-Tāmaki Local Board

From: Mal Ahmu, Local Board Advisor – Maungakiekie-Tāmaki Local Board

Purpose

1. To initially seek the local board relationship manager’s authorisation to commence the urgent decision-making process and if granted, seek formal approval from the chair and deputy chair (or any person acting in these roles) to use the process to make an urgent decision.

2. The decision required, and the supporting report, are attached to this memo. The urgent decision being sought needs to be authorised by the chair and deputy chair (or any person acting in these roles) by signing this memo. Both this memo and the report will be reported as an information item at the next business meeting if the urgent decision-making process proceeds.

Reason for the urgency

3. There is an opportunity for Auckland Council to make a submission to Central Government regarding the Infrastructure Funding and Financing Bill

4. Submissions are due on 9 March 2020. The Planning Committee will be considering the draft Auckland Council submission at its 5 March 2020 meeting. To meet these timeframes local board feedback is due on 19 February 2020.

5. An urgent decision is required as the next Maungakiekie-Tāmaki Local Board business meeting is on 25 February 2020.

6. All formal local board feedback will also be attached verbatim to the final Auckland Council submission.

7. The urgent decision will be reported to the full local board during the next scheduled meeting on 24 March 2020.

Decision sought from the chair and deputy chair (or any person acting in these roles)

That the Maungakiekie-Tāmaki Local Board:

a) provide feedback on the Infrastructure Funding and Financing Bill.

Context

8. In August 2019, council approved a submission to the New Zealand Productivity Commission’s Local government funding and financing: draft report. The regional council submission supported the continuation of the development of Special Purpose Vehicles
(SPVs) to allow capital to be raised off the council’s balance sheet for investment in infrastructure and noted that legislation would be required to provide a funding stream through SPVs.

9. The Maungakiekie-Tāmaki Local Board provided formal feedback on the New Zealand Productivity Commission’s Local government funding and financing: draft report. This was attached verbatim to the regional submission and endorsed in principle the proposed new tool of Special Purpose Vehicles (SPVs) to support high growth councils approaching their debt limits to continue to invest in development of greenfield areas only.

10. The Infrastructure Funding and Financing Bill proposes that finance is raised for infrastructure projects (or bundles of projects) through a Special Purpose Vehicle (SPV). The SPV will be a stand-alone entity that will support urban development projects to begin sooner than council funding for infrastructure allows.

11. Key points of the proposed Bill:
   - SPVs will be independent from local authorities
   - This tool will help to make the cost of new infrastructure more transparent and will spread the costs by way of a levy so the cost falls primarily on the landowners who benefit, including over time and across generations.
   - The levy would be in place until the infrastructure is paid off by those who are expected to benefit. When a property is sold, the new owner would pay the levy. This levy would be collected by councils via their normal rates collection mechanisms on behalf of the SPV
   - All infrastructure assets built using the tool would transfer to the relevant public body, who will be responsible for the ongoing operation and maintenance of the new assets. Prior to an agreement on an SPV proposal, endorsement will be sought from the council

**Authorisation of the urgent decision-making process**

Signed by Nina Siets
Relationship Manager, Maungakiekie-Tāmaki Local Board Date: 18/02/2020

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**Approval to use the urgent decision-making process**

Chris Makare
Chairperson, Maungakiekie-Tāmaki Local Board Date: 18/02/2020
Maungakiekie-Tāmaki Local Board Resolution/s

That the Maungakiekie-Tāmaki Local Board:

a) note that the local board area has a significant level of urban development planned and currently in progress and that this Bill could have potential impacts on the Maungakiekie-Tāmaki community

b) note that the local board provided feedback on the New Zealand Productivity Commission’s Local government funding and financing: draft report and supported in principle the use of Special Purpose Vehicles in greenfield developments only (MT/2019/126)

c) endorse in principle the proposed new tool of Special Purpose Vehicles (SPVs) to support high growth councils approaching their debt limits to continue to invest in development of greenfield areas only.

d) recommend that public consultation be mandatory if a Special Purpose Vehicle is used for projects involving existing homeowners, so that the community have the opportunity to share their views on a potential levy that could affect them.

Chris Makoare
Chairperson, Maungakiekie-Tāmaki Local Board Date: 18/02/2020

Debbie Burrows
Deputy Chairperson, Maungakiekie-Tāmaki Local Board Date: 18/02/2020
Memorandum

To: Local board members
Cc: Local Board Relationship Managers, Local Board Advisors and Senior Local Board Advisors
Subject: Auckland Council’s submission to the Infrastructure Funding and Financing Bill
From: Andrew Duncan, Manager Financial Policy
Contact information: Mobile: 027 458 3643 Email: andrew.duncan@aucklandcouncil.govt.nz

Purpose

1. To provide elected members information on council’s upcoming submission to the Infrastructure Funding and Financing Bill.

Summary

2. The Infrastructure Funding and Financing Bill proposes that finance is raised for infrastructure projects (or bundles of projects) through a Special Purpose Vehicle (SPV), which is a stand-alone entity. The SVP will support urban development projects to begin sooner than council funding for infrastructure allows.

3. Public submissions on the Infrastructure Funding and Financing Bill are open until 5th March 2020, however, the council has been granted an extension until 9th March to allow the Planning Committee to consider the draft submission.

4. Local boards have been asked to provide their formal feedback to melva.yee@aucklandcouncil.govt.nz by 19th February 2020.

Context

5. In August 2019, the council approved a submission to the New Zealand Productivity Commission’s Local government funding and financing; draft report. In its submission, the council supported the continuation of the development of Special Purpose Vehicles (SPVs) to allow capital to be raised off the council’s balance sheet for investment in infrastructure and noted that legislation would be required to provide a funding stream through SPVs.

6. In a memo dated 19 December 2019, staff advised local board chairs of the government’s introduction of its Infrastructure Funding and Financing Bill. Public submissions are now open until 5th March 2020, however, the council has been granted an extension until 9th March to allow the Planning Committee to consider the draft submission.

Summary of the Infrastructure Funding and Financing Bill

7. The Infrastructure Funding and Financing Bill is a new way of funding and financing local infrastructure by providing a tool that is independent of local authorities.

8. The tool will enable urban development projects to begin sooner than council funding for infrastructure allows, by enabling finance for infrastructure projects (or bundles of projects) to be raised through a stand-alone entity, an SPV. This tool will also help to make the cost of new infrastructure more transparent and will spread the costs by way of a levy so the cost falls primarily on the landowners who benefit, including over time and across generations.

9. The levy would be in place until the infrastructure is paid off by those who are expected to benefit. When a property is sold, the new owner would pay the levy. This levy would be collected by councils via their normal rates collection mechanisms on behalf of the SPV.
10. All infrastructure assets built using the tool would transfer to the relevant public body. In most circumstances this will be a council, who will be responsible for the ongoing operation and maintenance of the new assets. Prior to an agreement on an SPV proposal, endorsement will be sought from the council.

11. This tool will work alongside other related central government initiatives such as the Urban Development Bill.


13. A summary document on the Infrastructure Funding and Financing Bill is attached.

Feedback timetable

14. The table below sets out the key timeframes for local board input into the bill:

<table>
<thead>
<tr>
<th>Date</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>20 January 2020</td>
<td>Political Working Group workshop</td>
</tr>
<tr>
<td>31 January 2020</td>
<td>Workshop for local boards on the Urban Development Bill and the Infrastructure Funding and Financing Bill</td>
</tr>
<tr>
<td>19 February 2020</td>
<td>Deadline for local boards’ formal feedback so it can be appended to the final Auckland Council submission</td>
</tr>
<tr>
<td>5 March 2020</td>
<td>Report to the Planning Committee</td>
</tr>
<tr>
<td>9 March 2020</td>
<td>Closing date for submissions</td>
</tr>
<tr>
<td>9 March 2020</td>
<td>Copy of final council submission circulated to Governing Body members, local board members and the Independent Māori Statutory Board</td>
</tr>
</tbody>
</table>

Next steps

15. Staff will provide information and seek informal local board feedback at a workshop scheduled for 31 January 2020.

16. Staff will prepare a submission for the Planning Committee’s consideration at its meeting on 5th March 2020.

17. We have revised our timeframes, and now request that local boards provide their formal feedback to melva.yee@aucklandcouncil.govt.nz by 19th February 2020 to be appended to the council submission.

18. Please note that due to tight timeframes this may not align with scheduled local board business meetings and any inputs from local boards may need to either be delegated or utilise the urgent decision process.

Key contacts

19. Any queries on the process or content of the bill can be directed to Andrew Duncan using the contact details above.

20. Once local boards’ feedback has been formalised (either by business meeting minutes, urgent decisions or delegated feedback), Local Board Services staff will email this feedback to melva.yee@aucklandcouncil.govt.nz for incorporation into council’s submission on the bill. Due to the short timeframes for this submission, local boards’ feedback will be included verbatim at the end of the submission.

Attachments

1. IFF A3 Backgrounder
New Zealand is growing fast, but housing and associated infrastructure are not keeping pace. While zoning changes mean more land is available for homes, efforts to develop that land are stymied by a lack of supporting infrastructure – typically water, roading and community infrastructure.

Councillors are responsible for most of this infrastructure but those in high-growth areas – Auckland, Hamilton, Tauranga and Queenstown – face constraints in funding and financing new projects.

Most are at, or near, their maximum debt-to-revenue ratios. They also face other constraints on borrowing – higher debt can increase the cost of borrowing and most ratepayers have not been convinced to invest in growth, preferring instead to see rates kept down.

These constraints mean viable infrastructure investment is postponed, creating a burgeoning infrastructure deficit for future generations while also forcing up the price of urban land and housing in cities unable to expand in response to growth.

Looking beyond traditional tools

To keep up with growth, New Zealand needs to look beyond traditional funding and financing tools. Working closely with the high-growth councils, the Government has developed a new alternative funding and finance tool so private capital can be accessed to get infrastructure built sooner than would otherwise be the case, without putting pressure on council balance sheets.

It will also help make the cost of new infrastructure more transparent while spreading that cost so it falls primarily on the homeowners who benefit over time, including across generations.

Water and transport infrastructure (including cycleways, roads and public transport infrastructure) could be funded using the tool, as well as certain community facilities, and environmental resilience infrastructure, such as flood protection.

The tool will be an important addition to councils’ infrastructure provision toolkit, helping them start viable housing and urban development projects sooner. It will not replace existing council planning and decision-making processes.

While at Milldale (see over page) a similar funding and financing approach was negotiated with the sole landowner, the new tool will be enabled through legislation, so it can be used for a wider variety of projects.
Urgent Decision
Infrastructure Funding and Financing Bill

How the tool works

Key to the tool’s success will be the ability to ring-fence infrastructure projects from the relevant council’s balance sheet.

A Special Purpose Vehicle (SPV), a stand-alone entity, will be created for each project (or a bundle of projects). It would be enabled by legislation to raise finance for the infrastructure project, collect a multi-year levy to repay the finance, and contract for the delivery of the infrastructure.

Who pays what?

Affordability is a key issue that both local and central government have to consider when deciding whether to apply the tool. The levy amount and term, along with who pays for the infrastructure (the project beneficiaries) will be agreed by Cabinet based on the specifics of each project. The total amount to be collected will be capped.

When the homeowner sells, the requirement to pay the levy will shift to the new owners. That requirement ends altogether once the infrastructure is paid for. Allocation of the levy between beneficiaries could be determined by a range of factors, including land area, value and use. In broad terms the homeowners will know in advance how much they will need to pay, based on what the project is expected to deliver.

Where to from here...

Legislation enabling the tool is expected to be passed by mid-2020. Councils and developers will then need time to work through the usual planning and consenting issues involved with getting large and complex projects underway, with the first project funded through the new tool expected to start in late 2021. In the meantime, a pipeline of possible projects is under development.

The Government is also exploring other ways to give councils greater flexibility in funding and financing infrastructure, including exploring how development contributions and the targeted rate regime could be improved.

Options for further evolving the new tool to meet the needs of a wider range of councils will also be considered.

Have your say...

To have your say on the legislation, consider making a submission to Parliament’s Transport and Infrastructure Select Committee. Keep an eye on their webpage for the submission deadline and other updates.

Milldale – creating a community

The new tool has evolved from the model used at Milldale, north of Auckland, in 2018.

A Crown Infrastructure Partners Special Purpose Vehicle was used to raise finance to fund infrastructure there.

Landowners pay an ‘infrastructure payment’ to repay this borrowing — $650 for an apartment or $1,000 for a home a year over 30 years. Auckland Council collects these payments through the rates system, on behalf of the SPV.

The resulting infrastructure will eventually support the creation of a community of 9000 new homes.

Read more on Milldale.
Urgent Decision - Feedback on the changes to the draft Te Taruke-a-Tawhiri: Auckland’s Climate Action Framework

File No.: CP2020/04801

Te take mō te pūrongo
Purpose of the report
1. To inform the Maungakiekie-Tāmaki Local Board that an urgent decision was made and approved under delegation by the Chair and Deputy Chair to provide feedback on the changes to the draft Te Taruke-a-Tawhiri: Auckland’s Climate Action Framework.

Whakarāpopototanga matua
Executive summary
2. At the 3 December 2019 Maungakiekie-Tāmaki Local Board meeting the board considered the urgent decisions process and passed resolution MTLB/2019/75:

That the Maungakiekie-Tāmaki 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 requirement 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 the authorisation memo;

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

3. In February 2018, the Environment and Community Committee resolved to develop an integrated climate action plan for the Auckland region, addressing climate change mitigation and adaptation (ENV/2018/11).

4. To meet this requirement, Auckland Council led the development of Te Tāruke-ā-Tāwhiri: Auckland’s Climate Action Framework, (‘ACAF’), which went to public consultation between 17 July 2019 and 30 September 2019.

5. To address the feedback from the consultation, key structural changes were proposed.

6. Local boards have a role in representing the views of their communities on issues of local importance, therefore were able to provide feedback on the proposed key structural changes to the Te Taruke-a-Tawhiri: Auckland’s Climate Action Framework including the proposed title change of the document.

7. such as regional plans inputting local impacts of Central Government proposals into Auckland Council submissions.

8. Under the current circumstances with COVID-19 alert level 4 restrictions, Maungakiekie-Tāmaki Local Board’s 24 March 2020 business meeting was cancelled, therefore the urgent decision-making process was required to provide local board input into the ACAF.

9. As a result of local board feedback being due prior to the next business meeting an urgent decision was required.

10. Following consultation and engagement with mana whenua, public, private and voluntary sectors, in February 2020 a memorandum was circulated to all local boards to share key findings from the public consultation.
Maungakiekie-Tāmaki Local Board
28 April 2020

Ngā tūtohunga
Recommendation/s
That the Maungakiekie-Tāmaki Local Board:

a) note the decision made under the urgent decision-making process on 9 April 2020, that the Maungakiekie-Tāmaki Local Board provide formal local board feedback on the changes to the draft Te Taruke-a-Tawhiri: Auckland’s Climate Action Framework.

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
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<tr>
<td>A</td>
<td>Urgent Decision - Feedback on the changes to the draft Te Taruke-a-Tawhiri: Auckland's Climate Action Framework</td>
<td>183</td>
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</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Tracey Freeman - Democracy Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Louise Mason - GM Local Board Services</td>
</tr>
<tr>
<td></td>
<td>Nina Siers - Relationship Manager for Maungakiekie-Tamaki Puketapapa</td>
</tr>
</tbody>
</table>
Memorandum

25 March 2020

To: Chris Makoare, Chairperson – Maungakiekie-Tāmaki Local Board; Debbie Burrows, Deputy Chairperson – Maungakiekie-Tāmaki Local Board; Nina Siers, Relationship Manager – Maungakiekie-Tāmaki and Puketāpapa Local Boards

cc: Christie McFadyen, Senior Local Board Advisor – Maungakiekie-Tāmaki Local Board; Mal Ahmu, Local Board Advisor – Maungakiekie-Tāmaki Local Board; Sarah Anderson, Principal Specialist Sustainability and Climate Resilience, Lauren Simpson, Principal Sustainability & Resilience Advisor

Subject: Urgent decision request of the Maungakiekie-Tāmaki Local Board

From: Tracey Freeman, Democracy Advisor – Maungakiekie-Tāmaki Local Board

Purpose

1. To initially seek the local board relationship manager’s authorisation to commence the urgent decision-making process and if granted, seek formal approval from the chair and deputy chair (or any person acting in these roles) to use the process to make an urgent decision.

2. The decision required, and the supporting report, are attached to this memo. The urgent decision being sought needs to be authorised by the chair and deputy chair (or any person acting in these roles) by signing this memo. Both this memo and the report will be reported as an information item at the next business meeting if the urgent decision-making process proceeds.

Reason for the urgency

3. At the 3 December 2019 Maungakiekie-Tāmaki Local Board business meeting the local board considered the urgent decision-making process and passed resolution MT/2019/75:

   That the Maungakiekie-Tāmaki 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.

4. Under the current circumstances with COVID-19 alert level 4 restrictions, Maungakiekie-Tāmaki Local Board’s 24 March 2020 business meeting was cancelled, therefore the urgent decision-making process is required. The local board’s next business meeting is on 28 April 2020, however, this has potential to change depending on the situation with COVID-19.
5. Local board feedback on changes to the draft Te Taruke-a-Tawhiri: Auckland’s Climate Action Framework will be reported to the Environment and Climate Change Committee in May 2020.

**Decision sought from the chair and deputy chair (or any person acting in these roles)**

That the Maungakiekie-Tāmaki Local Board:

a) provide feedback on the changes to the draft Te Taruke-a-Tawhiri: Auckland’s Climate Action Framework including:
   - introducing three pillars representing the core drivers for climate action (i.e., a place-based approach; emissions reduction; preparing for climate change)
   - recommend amending the title ‘three pillars’ to ‘Kupu Māori’ to align with the name of this plan; Te Tāruke-a-Tāwhiri
   - moving from eleven key moves to eight priorities
   - changing the title from Te Tāruke-ā-Tāwhiri: Auckland’s Climate Action Framework to Te Tāruke-ā-Tāwhiri: Auckland’s Climate Plan.

b) note that this feedback has been developed and agreed to by the full local board and is being executed using the urgent decision mechanism because it is not practicable for the local board to meet in the current public health emergency.

**Context**

6. In February 2018, the Environment and Community Committee resolved to develop an integrated climate action plan for the Auckland region, addressing both emissions reduction (i.e. mitigation) and preparing for the impacts of a changing climate (i.e. adaptation) (ENV/2018/11).

7. To meet this requirement, Auckland Council led the development of Te Tāruke-ā-Tāwhiri: Auckland’s Climate Action Framework, (‘ACAF’) with extensive collaboration and engagement with mana whenua, public, private and voluntary sectors, reaching hundreds of Aucklanders.

8. In February 2020, a memo was circulated to all local boards to share key findings from the public consultation on the draft ACAF (Attachment A and B).

9. This report provides an overview of key proposed changes to the draft ACAF to address the feedback received through the consultation. Local Board views will be reflected in the final version, which will be reported to the Environment and Climate Change Committee in May 2020.

**Authorisation of the urgent decision-making process**

Signed by Nina Siers  
Relationship Manager,  
Maungakiekie-Tāmaki and Puketāpapa Local Boards  
Date: 30/3/2020
Approval to use the urgent decision-making process

Chris Makoare  
Chairperson, Maungakiekie-Tāmaki Local Board  
Date: 9/04/2020

Debbie Burrows  
Deputy Chairperson, Maungakiekie-Tāmaki Local Board  
Date: 9/04/2020

Maungakiekie-Tāmaki Local Board Resolution/s

That the Maungakiekie-Tāmaki Local Board:

a) note that public feedback from our local community portrayed the following key challenges on climate change in our local board area that were higher than the average Auckland views:

i) lack of knowledge and awareness of climate change rise and erosion;
ii) access to public transport;
iii) effects on natural environment;
iv) community preparedness for impacts;
v) economic development and resilience;
vi) access to walking and cycling infrastructure;
vii) energy security and supply;
viii) air quality.

b) endorse our communities’ feedback, including that council has a more critical role to play in reducing Auckland’s emissions through leading by example;

c) endorse the need for a plan to address how Auckland will respond and address to climate change in partnership with our communities;

d) endorse the introduction of the three pillars representing the core drivers for climate action, moving from eleven key moves to eight priorities, and changing the title of this plan to Te Tāruke-a-Tāwhiri: Auckland’s Climate Plan.

Chris Makoare  
Chairperson, Maungakiekie-Tāmaki Local Board  
Date: 9/04/2020

Debbie Burrows  
Deputy Chairperson, Maungakiekie-Tāmaki Local Board  
Date: 9/04/2020
Te Tāruke-ā-Tāwhiri: Auckland's Climate Action Framework - Proposed changes

File No.: CP2020/03009

Te take mō te pūrongo

Purpose of the report

1. The purpose of this report is to outline key amendments to Te Taruke-a-Tawhiri: Auckland's Climate Action Framework and to obtain the local board's views.

Whakarāpopototanga matua

Executive summary

2. In February 2018, the Environment and Community Committee resolved to develop an integrated climate action plan for the Auckland region (ENV/2018/11).

3. To meet this requirement, Auckland Council led the development of Te Tāruke-ā-Tāwhiri: Auckland’s Climate Action Framework, (ACAF) with extensive collaboration and engagement with mana whenua, public, private and voluntary sectors.

4. In June 2019, the Environment and Community Committee approved a consultation draft of ACAF and associated materials.

5. In February 2020, a memorandum was circulated to share key findings from the public consultation (Attachments A and B).

6. To address the feedback from the consultation, this report outlines key structural changes proposed for the framework including:
   - introducing three pillars representing the core drivers to which all actions will align (i.e., a place-based approach; emissions reduction; preparing for climate change).
   - moving from eleven key moves to eight priorities to streamline actions and address feedback.

7. It is also proposed that the title of the document is changed from Te Tāruke-ā-Tāwhiri: Auckland’s Climate Action Framework to Te Taruke-a-Tawhiri: Auckland’s Climate Plan to reflect feedback and the greater focus on the impact of actions against our climate goals and roles in delivery. In addition, this provides certainty for roles and responsibilities with regards to implementation.

8. The proposed changes meet the requirements of a climate action plan as defined by C40 Cities.

Ngā tūtohunga

Recommendation/s

That the Maungakiekie-Tāmaki Local Board:

a) provide feedback on the changes to the draft Te Taruke-a-Tawhiri: Auckland’s Climate Action Framework including:
   - introducing three pillars representing the core drivers for climate action (i.e., a place-based approach; emissions reduction; preparing for climate change)
   - moving from eleven key moves to eight priorities
   - changing the title from Te Taruke-a-Tawhiri: Auckland’s Climate Action Framework to Te Tāruke-ā-Tāwhiri: Auckland’s Climate Plan.
Horopaki

Context

9. In February 2018, the Environment and Community Committee resolved to develop an integrated climate action plan for the Auckland region, addressing both emissions reduction (i.e. mitigation) and preparing for the impacts of a changing climate (i.e. adaptation) (ENV/2018/11).

10. To meet this requirement, Auckland Council led the development of Te Tāruke-a-Tawhiri: Auckland’s Climate Action Framework, (‘ACAF’) with extensive collaboration and engagement with mana whenua, public, private and voluntary sectors, reaching hundreds of Aucklanders.

11. Local board engagement and insights were sought throughout development of the framework, including meetings and cluster workshops. A summary of feedback from local boards is available in Attachments C and D.

12. In June 2019, the Environment and Community Committee approved the consultation draft of ACAF and associated materials.

13. In February 2020, a memo was circulated to all local boards to share key findings from the public consultation on the draft ACAF (Attachment A and B).

14. This report provides an overview of key proposed changes to the draft ACAF to address the feedback received through the consultation. Local Board views will be reflected in the final version, which will be reported to the Environment and Climate Change Committee in May 2020.

15. More detailed changes reported in the consultation summary are not repeated here but will be reflected in text changes in the final version.

Tātaritanga me ngā tohutohu

Analysis and advice

16. The proposed changes to ACAF have been informed by consultation feedback received on the draft document. Some key themes that arose include:

- Urgency and scale of action needs to be better articulated
- Lack of clarity on how key moves work together and how they address our climate goals. In addition it was felt that there are too many.
- Need to be clearer about roles and responsibilities with a request for more information on who is responsible for actions at each level.
- Need for partnership working across sectors and with central government and mana whenua in particular.
- Greater focus on equity across feedback points.
- Need for a strong Māori voice with widespread support for working with Māori, using mātauranga Māori and Māori practices in designing and implementing climate action.
- Need for a system shift and scale of change required, and to better articulate this with Aucklanders.
- Need for communication and behaviour change and a request for campaigns to raise awareness across the region and enable action at an individual level.
- Need for a significant shift in transport (of all key moves) with the identified actions supported but a need for these to be delivered at pace and scale.

17. To address this feedback a number of key structural changes are proposed.

18. The first of these is establish three core drivers for action — our ‘pillars’ (Attachment E). These provide greater clarity on the goals of the framework and all actions will align to how they deliver against these goals.
A Tāmaki response: This pillar reflects the uniqueness of Auckland and our place-based response to climate change. It is informed by learning from Māori principles and practice, provides a greater focus on equity and a better definition of roles and responsibilities and collective action across governance and sectors.

Reducing our emissions: This pillar reflects the need to provide greater clarity on our emissions target and the need to halve emissions by 2030 and reach net zero emissions by 2050. It improves alignment with the actions and how we will deliver and prioritise emissions reductions.

Preparing for climate change: This pillar enables a greater focus on how we will approach climate change adaptation and take a precautionary approach for the region and also provides greater alignment with the actions.

19. The second structural change is that the eleven key moves are streamlined into eight priorities (Attachment F). This proposed change is to address feedback on where areas are more foundational and therefore should be embedded throughout all priority areas, or where there is confusion and overlap.

- It is proposed that Key Move 3: Make development and infrastructure climate compatible and Key Move 4: Transform existing buildings and places are combined into a single built environment priority area.
- It is proposed that Key Move 1: Lay the foundation is embedded into our three pillars in recognition of the cross-cutting nature of the actions.
- Similarly, Key Move 9- Rangatahi (Youth & Inter-generational equity) is embedded into pillar 1 to reflect the need to consider actions across the framework.

20. Actions contained within Key Moves 1 and 9 will still be maintained and reflected in the updated document.

21. Actions contained within Key Moves 1-11 will be carried through into Priorities 1-8 (Figure 2) and updated to:
- clarify any ambiguities that were raised in consultation
- remove repetition or overlapping actions
- make additions in response to consultation feedback
- strengthen alignment to delivery of the three pillars.

22. Overall, the intent of the actions between the Key Moves 1-11 and Priority areas 1-8, remain the same. Attachment G briefly summarises how the actions have changed from the consultation document to the updated priority areas.

23. It is also proposed that the title of the document is changed from Te Tāruke-a-Tawhiri: Auckland’s Climate Action Framework to Te Tāruke-a-Tawhiri: Auckland’s Climate Plan to reflect feedback and the greater focus on the impact of actions against our climate goals and roles in delivery. In addition, this provides certainty for roles and responsibilities with regards to implementation.

24. The proposed changes meet the requirements of a climate action plan as defined by C40 Cities.

Tauākī whakaaweawe āhuarangi
Climate impact statement

25. The changes identified in this report have been made to reflect feedback received and updated emissions modelling. As such, they will further deliver and strengthen climate action already identified.
Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera
Council group impacts and views

26. Regular meetings and workshops took place across the council group for development of
   the framework.

27. In addition, a working group was established from the outset to provide expertise from
   across the council group, central government and district health boards.

28. This group has continued to provide input post-consultation and has reviewed and provided
   input into the proposed changes.

29. In addition, the team has been working closely across the Council group in the development
   of costed actions for consideration in the Long-term Plan. This process is running
   concurrently with the finalisation of the plan.

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

30. The framework will have implications for all local boards.

31. In June 2018, the Chief Sustainability Office attended workshops of 19 of the 21 local boards
   and obtained informal email feedback from the other two local boards to identify their main
   priorities related to climate change. This was followed up in September 2018 at cluster
   workshops to assess and test a series of ‘must haves’, which were the precursors to the
   actions included in the draft framework.

32. Priorities included:
   • coastal erosion and inundation concerns
   • affordable and accessible transport
   • long-term infrastructure development to consider climate impacts
   • better stormwater management
   • climate-related education and awareness
   • building community resilience
   • for Auckland Council to lead by example.

33. This report seeks Local Board formal views on proposed changes to the draft Te Tāruke-a-
    Tawhiri: Auckland’s Climate Action Framework outlined in this report. These views will be
    reflected in the final version.

34. Local boards will be key in taking climate action at a local level. Support will be provided for
    local board planning and alignment with outcomes.

35. The Chief Sustainability Office and Quality Advice Unit will implement a programme of work
    for the whole council family to provide guidance and training on how to embed climate action
    in Local Board plans and what to expect in climate impact statements.

Tauākī whakaaweawe Māori
Māori impact statement

36. Climate change impacts and associated policy and action will have significant impacts for
    Māori communities.

37. A Tāmaki and climate change subject matter expert rōpū (group) was established in March
    2019 which has been supporting and advising mana whenua and council on climate change
    issues for Māori and providing direct advice and narrative for the draft framework.

38. A rangatahi Māori and Pasifika rōpū has also been working in partnership with council on
    this kaupapa to develop rangatahi-focused actions for the framework.
39. A joint mana whenua and Māori expert task group is finalising a Tāmaki and climate change position paper, Te ora o Tāmaki, which will be used as the bridging document to weave key anchor points into the climate action framework.

40. Anchor points include:
   - weaving the narrative into the framework, specifically the following sections: Climate change and Māori, Impacts on Māori and Developing the Plan with Māori
   - a section developed by rangatahi (the Youth and intergenerational equity key move)
   - a separate key move of Te puawaitanga o te tangata (Resilient Māori communities).

Ngā ritenga ā-pūtea

Financial implications

41. Actions within the framework will result in budgetary implications for organisations across the region; identifying and unlocking appropriate funding and financing streams in the future will be critical.

42. Taking climate action will require a range of finance and/or funding mechanisms. For instance, green bonds have been a useful tool for financing council-owned assets such as electric trains but investment in clean tech may require crowd-sourcing, grants or venture capital.

43. To support this, a climate finance work package is underway to identify partnerships and broader funding mechanisms across actions such as bonds, grants, equity instruments and public/private partnerships.

44. The final framework and specific Auckland Council actions being developed will need to inform on-going Long-term Plan discussions to support delivery and avoid costs associated with inaction, such as increased maintenance costs and infrastructure failures through to missed opportunities to Auckland’s economy in delivering the transition.

45. Not all actions within council’s remit will require additional budget. Some actions can result in long-term cost avoidance – for example electrifying fleets can reduce fuel and maintenance costs. Some actions could require existing funds to be redirected if priorities change.

46. Also, not all actions will require funding, for example those related to advocacy to central government or expert input into actions led by other organisations.

47. The costs associated with different council-specific actions will consider funding sources as described above.

Ngā raru tūpono me ngā whakamaurutanga

Risks and mitigations

48. No high or extreme risks have been identified with the proposed approach.

49. Moderate risks exist, including:
   - preparing for the implications of climate change may not comply with current rules and regulations
   - potential strategic risk with non-alignment with New Zealand Government direction and policy
   - potential governance risk in shared leadership and ownership of the framework across sectors.

50. A risk mitigation plan has been developed to address the above, including targeted engagement approaches, a legal review of the final framework, on-going partnership with central government and establishment of clear governance structures for the implementation of the framework.
Ngā koringa ā-muri

Next steps

51. Workshops will be held in April 2020 with the Environment and Climate Change Committee and Independent Māori Statutory Board to discuss updated framework text, and the final text will be presented to the Environment and Climate Change Committee for approval in May 2020.

52. The draft digital plan layout will be workshopped with the Environment and Climate Change Committee in June 2020 and finalised in July 2020.

Ngā tāpirihanga

Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>ACAF Consultation Summary Memo</td>
</tr>
<tr>
<td>B</td>
<td>ACAF Consultation Summary (Under Separate Cover)</td>
</tr>
<tr>
<td>C</td>
<td>Engagement Summary - LB workshops June 2018 (Under Separate Cover)</td>
</tr>
<tr>
<td>D</td>
<td>Engagement Summary - Clusters workshops Oct 2018 (Under Separate Cover)</td>
</tr>
<tr>
<td>E</td>
<td>ACAF Proposed Three Pillars</td>
</tr>
<tr>
<td>F</td>
<td>ACAF Proposed Eight Priorities</td>
</tr>
<tr>
<td>G</td>
<td>ACAF Proposed Priority Areas and Actions</td>
</tr>
</tbody>
</table>

Ngā kaihaina

Signatories

Authors
Sarah Anderson - Principal Specialist Sustainability and Climate Resilience
Lauren Simpson - Principal Sustainability & Resilience Advisor

Authorisers
Jacques Victor - GM Auckland Plan Strategy and Research
Nina Siers - Relationship Manager for Maungakiekie-Tāmaki Puketapapa
Memorandum

To: Environment and Climate Change Committee; Local Boards and IMSB

Subject: Te Tāruke-a-Tawhiri - Auckland’s Climate Action Framework: Consultation Summary Report

From: Sarah Anderson, ACAF Lead, Chief Sustainability Office, APSR

Contact information: sarah.j.anderson@aucklandcouncil.govt.nz

3 February 2020

Purpose

1. To share key findings from the public consultation on Te Tāruke-a-Tawhiri - Auckland’s Climate Action Framework and provide an update on next steps.

Summary


3. 2,957 responses were received, including above average responses from Māori (n=578), Pacific Peoples (n=500) and youth (n=566 in the under 25 age bracket).

4. These were analysed by the project team to identify key findings and proposed changes to the framework.

5. Overall there was broad support for the framework.

6. 91% of respondents thought that the framework either fully, or partially takes us in the right direction to act on climate change.

7. 79% of respondents thought that Auckland Council should facilitate action and bring stakeholders together.

8. 93% either fully, or partially fed back that the key moves were right for Auckland.

9. 88% supported or partially supported the view that the key moves will drive organisational action.

10. However, a range of improvements were also suggested. A summary of feedback and proposed changes are in Appendix 1. These proposed changes will be workshopped with the Environment and Community Committee in February/early March and will be reported to Committee on 12th March for decision prior to finalisation of the text.

11. Local Boards will also be consulted for formal feedback on the proposed changes in March.

12. Final text for the plan will be taken to the Environment and Community Committee in May with an aim for the final digital plan to be launched in July 2020.

Context

13. In February 2018, the Environment and Community Committee approved the development of an integrated climate action plan for the Auckland region to address both emissions reduction (mitigation) and preparing for the impacts of a changing climate (adaptation).

15. Consultation on the framework opened on 17 July and closed on 30 September 2019.

16. 2,967 responses were received, and a report of key findings and proposed changes are provided in Appendix A.

**Discussion**

17. Four specific questions were asked during the consultation period, with an opportunity to provide further feedback if needed.

18. Of those that responded directly to the questions:

91% of respondents thought that the framework either fully, or partially takes us in the right direction to act on climate change (n=1,543)

79% of respondents thought that Auckland Council should facilitate action and bring stakeholders together (n=1,798)

93% either fully, or partially fed back that the key moves were right for Auckland (n=1,796)

88% supported or partially supported the view that the key moves will drive organisational action (n=1,502)

19. Responses were received from 83 organisations, representing major businesses such as energy providers and industry; subject matter expert networks such as New Zealand Green Building Council and Forest and Bird; academic institutions; community groups; trade unions; and youth (amongst others).

20. Targeted engagement also took place during the consultation period resulting in above average responses from Māori (n=578), Pacific Peoples (n=500) and youth (n=556 in the under 25 age bracket).

**Key overall findings**

21. Extensive and detailed feedback was received, much of which is informing on-going development of an implementation plan as well as the framework itself.

22. Overall a number of key themes emerged:

- **Urgency and scale of action needs to be better articulated throughout.** This was strongly reflected in the feedback with many comments suggesting it does not accurately reflect the climate emergency declaration. The scale of change required was regularly cited with a need to better articulate this with Aucklanders.

- **Bolder, accelerated targets** are needed across key moves and overall.

- **There is a lack of clarity on how key moves work together** with a view that the current format implies prioritisation and doesn’t demonstrate interlinkages.

- **Clarity of roles and responsibilities** is seen as key, with a request for more information on who is responsible for actions at each level and the need for partnerships, particularly in relation to Central Government, rangatahi and mana whenua.

- **Transparent monitoring and evaluation** was also highlighted. In addition, there was a strong appetite for independent bodies to monitor progress and support action development, including representation from communities and rangatahi.

- **Greater focus on equity** came through across feedback points and was seen as needing greater definition in the framework.

- **A strong Māori voice** with widespread support for working with Māori, using mātauranga Māori and Māori practices in designing and implementing climate action

- **Clear policy and regulation** and leading by example was a key piece of feedback, with a strong appetite for Council to lead and increase direction for the region.
Communication and behaviour change was strongly supported with a request for campaigns to raise awareness across the region and enable action at an individual level.

Of all key moves, transport was the most cited as needing significant change, with the identified actions supported but needing to be delivered at pace and scale.

Next steps

23. This memorandum and report provides an overview of feedback received and will inform the next stages as set out below:

- **January**
  - Circulate consultation report to Elected Members, Local Boards and IMSB (this memo and report)

- **February**
  - Workshop between ECC and MWKF (19th)
  - Workshop 1 (of 2) to review proposed changes to the framework - focus on emissions and adaptation (26th)

- **March**
  - Workshop 2 (of 2) to review proposed changes - focus on key moves (4th)
  - Report on proposed changes and approach
  - Proposed changes to Local Board meetings for formal feedback

- **April**
  - Workshop updated text with ECC and IMSB

- **May**
  - Final text to ECC for approval prior to handover to digital

- **June**
  - Workshop digital layout with ECC

- **July**
  - Digital plan completion

Attachments

- Te Tāruke-ā-Tāwhiri: Auckland’s Climate Action Framework Consultation Summary
Attachment F: ACAP Eight Priorities

- PRIORITIES
  - Existing key themes
  - Proposed key themes

- PRIORITIES
  - Economic
  - Social
  - Natural
  - Environmental
  - Transport
  - Health
  - Innovation
  - Community

- Embedded in other sections

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Te Tāruke-ā-Tāwhiri: Auckland’s Climate Action Framework – Proposed changes
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Urgent Decision - Feedback on the changes to the draft Te Tāruke-ā-Tāwhiri: Auckland’s Climate Action Framework
Page 197
### Attachment E: Proposed Priority Areas and action updates

<table>
<thead>
<tr>
<th>Key Moves (July 2019)</th>
<th>Updated Priority areas (Feb 2020)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Key Move 1: Lay the Foundation</td>
<td>The nine actions under Key Move 1 are embedded into the three foundational pillars of ACAP.</td>
</tr>
<tr>
<td>Nine actions to deliver this Key Move</td>
<td></td>
</tr>
<tr>
<td>Key Move 2: Enhance, restore and connect our natural environments</td>
<td>Priority 1: Natural Environment</td>
</tr>
<tr>
<td>Seven actions</td>
<td>Retains the focus on enhancing, restoring and connecting our natural environments but actions have been reviewed for clarity and reduced to six actions to remove duplication.</td>
</tr>
<tr>
<td>Key Move 3: Make development &amp; infrastructure climate compatible</td>
<td>Priority 2: Built Environment</td>
</tr>
<tr>
<td>Eight actions</td>
<td>This Priority area contains key actions for a sustainable built environment.</td>
</tr>
<tr>
<td>Key Move 4: Transforming existing buildings and places</td>
<td>These are grouped into four main thematic areas:</td>
</tr>
<tr>
<td>Five actions</td>
<td></td>
</tr>
<tr>
<td>Key Move 5: Deliver clean, safe and equitable transport options</td>
<td>Priority 3: Transport</td>
</tr>
<tr>
<td>Five actions</td>
<td>The eight action areas are still concerned with:</td>
</tr>
<tr>
<td></td>
<td>• encouraging mode shifts</td>
</tr>
<tr>
<td></td>
<td>• supporting a transition to low carbon vehicles</td>
</tr>
<tr>
<td></td>
<td>• supporting an efficient freight system</td>
</tr>
<tr>
<td></td>
<td>Additional actions focus on encouraging behaviour change and ensuring resilient transport infrastructure.</td>
</tr>
<tr>
<td>Key Move 6: Move to a zero carbon, climate resilient economy</td>
<td>Priority 4: Economy</td>
</tr>
<tr>
<td>Seven actions</td>
<td>There are now six actions that underpin this Priority area to address repetition. The action areas still maintain a focus on:</td>
</tr>
<tr>
<td></td>
<td>• supporting businesses transition to a low carbon future with increased resilience</td>
</tr>
</tbody>
</table>
## Key Moves (July 2019) vs Updated Priority areas (Feb 2020)

| Key Move 7: Help Aucklanders become more resilient and reduce their carbon footprint | Priority 5: Community
This remains at four actions but an additional focus on communication and engagement has been adopted from Key Move 1. The intent of the actions remains the same as Key Move 7, which is to:
- support community-based action for low carbon future and to reduce emissions
- support resilience building at the community level
- long term management of our coast |
| Key Move 8: Te puawaitanga o te tangata | Priority 6: Te puawaitanga o te tangata
Updates are in development, but this will remain a priority area |
| Key Move 9: Youth and intergenerational equity | This key move has been moved into the foundational pillar. Updates and actions are being finalised by rangatahi. |
| Key Move 10: Shift to decentralized renewable energy | Priority 7: Energy
There are now seven actions that underpin this Priority area. The intent of the actions remains the same, that is:
- to drive innovation in renewable energy sources
- to build resilience in the energy system.
Additional actions in this Priority area were adopted from the former Key Move 4. |
| Key Move 11: Grow a low-carbon resilient food system | Priority 8: Food
There are now five actions that underpin this Priority area to address repetition. The intent of the key moves remains the same, that is:
- the focus on retaining productive soils
- reducing food wastage
- supporting food security. |
Urgent Decision - Formal feedback on the Council-Controlled Organisations Review of the Independent Panel

File No.: CP2020/04803

Te take mō te pūrongo
Purpose of the report
1. To inform the Maungakiekie-Tāmaki Local Board that an urgent decision was made and approved under delegation by the Chair and Deputy Chair to provide formal feedback on the Council-Controlled Organisations Review of the Independent Panel.

Whakarāpopototanga matua
Executive summary
2. At the 3 December 2019 Maungakiekie-Tāmaki Local Board meeting the board considered the urgent decisions process and passed resolution MTLB/2019/75:

That the Maungakiekie-Tāmaki 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 requirement 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 the authorisation memo;

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

3. As a result of local board feedback being due prior to the next business meeting an urgent decision was required.

5. The Governing Body approved the Terms of Reference for an Independent Panel to undertake a review of substantive CCOs at its meeting on 26 November 2019 [GB/2019/127].

4. The Independent Panel sought the views of local boards on the three areas being reviewed: the CCO model and its accompanying roles and responsibilities; the accountability of CCOs; and CCO culture.

5. Local board feedback was due on 3 April 2020. As a result of the current circumstances with COVID-19 alert level 4 restrictions, Maungakiekie-Tāmaki Local Board’s 24 March 2020 business meeting was cancelled, and an urgent decision was required.

6. Local boards have a role in representing the views of their communities on issues of local importance, such as inputting local impacts of Central Government proposals into Auckland Council submissions.

7. Local boards are requested to provide formal feedback on the Council-Controlled Organisations Review of the Independent Panel.

Ngā tūtohunga
Recommendation/s
That the Maungakiekie-Tāmaki Local Board:

a) note the decision made under the urgent decision-making process on 9 April 2020, that the Maungakiekie-Tāmaki Local Board provide formal feedback on the Council-
Maungakiekie-Tāmaki Local Board
28 April 2020

Controlled Organisations Review of the Independent Panel.

Ngā tāpirihanga
Attachments

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<tr>
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<td>Urgent Decision: Formal feedback on the Council-Controlled Organisations Review of the Independent Panel.</td>
<td>203</td>
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</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Tracey Freeman - Democracy Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Louise Mason - GM Local Board Services</td>
</tr>
<tr>
<td></td>
<td>Nina Siers - Relationship Manager for Maungakiekie-Tamaki Puketapapa</td>
</tr>
</tbody>
</table>
Memorandum

25 March 2020

To: Chris Makoare, Chairperson – Maungakiekie-Tāmaki Local Board; Debbie Burrows, Deputy Chairperson – Maungakiekie-Tāmaki Local Board; Nina Siers, Relationship Manager – Maungakiekie-Tāmaki and Puketāpapa Local Boards

cc: Christie McFadyen, Senior Local Board Advisor – Maungakiekie-Tāmaki Local Board; Mal Ahmu, Local Board Advisor – Maungakiekie-Tāmaki Local Board; Claire Gomas, Principle Advisor – CCO Governance and External Relations

Subject: Urgent decision request of the Maungakiekie-Tāmaki Local Board

From: Tracey Freeman, Democracy Advisor – Maungakiekie-Tāmaki Local Board

Purpose

1. To initially seek the local board relationship manager’s authorisation to commence the urgent decision-making process and if granted, seek formal approval from the chair and deputy chair (or any person acting in these roles) to use the process to make an urgent decision.

2. The decision required, and the supporting report, are attached to this memo. The urgent decision being sought needs to be authorised by the chair and deputy chair (or any person acting in these roles) by signing this memo. Both this memo and the report will be reported as an information item at the next business meeting if the urgent decision-making process proceeds.

Reason for the urgency

3. At the 3 December 2019 Maungakiekie-Tāmaki Local Board business meeting the local board considered the urgent decision-making process and passed resolution MT/2019/75:

   That the Maungakiekie-Tamaki 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.

4. Under the current circumstances with COVID-19 alert level 4 restrictions, Maungakiekie-Tāmaki Local Board’s 24 March 2020 business meeting was cancelled, therefore the urgent decision-making process is required. The local board’s next business meeting is on 28 April 2020, however, this has potential to change depending on the situation with COVID-19.

5. Formal feedback from local boards must be submitted to the Independent Panel by 3 April 2020.
Decision sought from the chair and deputy chair (or any person acting in these roles)

That the Maungakiekie-Tamaki Local Board:

a) provide formal feedback on the Council-Controlled Organisations Review of the Independent Panel.

Context

5. The Governing Body approved the Terms of Reference for an Independent Panel to undertake a review of substantive CCOs at its meeting on 26 November 2019 [GB/2019/127].

6. The Independent Panel is seeking the views of local boards on these areas.

7. Local boards are advised that their views are requested by the Independent Panel by 3 April 2020.

Authorisation of the urgent decision-making process

Signed by Nina Siens
Relationship Manager,
Maungakiekie-Tamaki and Puketapapa Local Boards  Date: 30/3/2020

Approval to use the urgent decision-making process

Chris Makoare
Chairperson, Maungakiekie-Tamaki Local Board  Date: 9/04/2020

Debbie Burrows
Deputy Chairperson, Maungakiekie-Tamaki Local Board  Date: 9/04/2020

Maungakiekie-Tamaki Local Board Resolution/s

That the Maungakiekie-Tamaki Local Board:

a) note that the local board has working relations with all five Council-Controlled Organisations (CCO) with varying levels of engagement;
b) recommend that a minimum of one councillor is appointed to each CCO board and that this Governing Body appointee works alongside local boards who have a role in representing the views of their communities on issues of local importance. This will improve communication and collaboration between decision-makers and build community trust;

c) recommend that the CCOs be more transparent on the way that they are collaborating with each other, particularly in areas with high levels of development so that any potential impacts to the community are minimised and the community is taken on the journey. For example, the Tāmaki Regeneration Area has multiple developments occurring through Auckland Transport, Watercare, Tāmaki Regeneration Limited, and Auckland Council departments, where there is limited and delayed communication with the community on what and when works are occurring;

d) note that the timing of the public engagement of the Council Controlled Organisations (CCO) Review precludes the Maungakiekie-Tāmaki Local board receiving and reflecting on current local views in providing local feedback;

e) identify the following opportunities to foster greater internal connection between Auckland Council, including local boards and the community:

i) CCO staff and board members should receive governance inductions to create a shared understanding of the Auckland governance model and to generate a greater respect for respective roles and responsibilities.

ii) CCOs should actively engage in the development of local strategic plans and reference local strategic priorities in the development of the statement of intent to facilitate regular, relevant and joined-up reporting and engagement.

iii) Auckland Council should facilitate local board input into the development and approval of CCO Statement of Intent (SOIs), including providing analysis of SOIs in terms of local outcomes and facilitating formal feedback and in doing so provide a platform for ongoing engagement and delivery partnerships.

f) provide the following feedback on the approach to roles and responsibilities, accountability and engagement with Council and community by CCO;

i) Auckland Transport (AT)

- note the local boards concerns regarding the mechanisms to close the loop with the local board following local board input to AT projects or issues raised with AT. For instance, how local board input or issues are being considered is not provided and/or clear
- note that the local board are interested in the opportunity to work alongside AT to improve the experience the community have with AT. For example, local board feedback is generally requested in close proximity to public consultation so there is not enough time for the local board to provide local insights that may mitigate community concerns and support AT in its relationship with the community.
- recommend a greater level of engagement and communication with local boards and the community on any potential work, so that local context and impacts are considered

ii) Auckland Tourism Events and Economic Development (ATEED)

- note that this is the first financial year that the local board has worked at a local level with ATEED
- recommend the mandate of ATEED be altered to enable support for local community groups to grow local events that are attracting people from across the sub-region such as the Matariki Light Trail and Onehunga Bay Festival

iii) Panuku Development Auckland (Panuku)
• note that the local board has had a positive experience working with Panuku and commend its approach to local board engagement, innovative public consultation and collaboration with other CCO’s, council departments and external stakeholders

iv) Watercare

• note that there is currently a wastewater upgrade occurring in Glen Innes that is significantly impacting congestion through and around the Glen Innes town centre, and that there was limited and delayed notification of these works to both the local board and local community
• note that the local board can provide local insights that may mitigate community concerns and support Watercare in its relationship with the community
• recommend a greater level of engagement and communication with local boards and the community on any potential work, so that local context and impacts are considered

v) Regional Facilities Auckland (RFA)

• note that the local board currently are provided updates from staff regarding regional facilities, in particular Mt Smart Stadium and the Stardome Observatory and Planetarium
• note that the local board are interested in the opportunity to work alongside RFA to improve our local communities’ access and utilisation of Mt Smart Stadium and the Stardome Observatory and Planetarium.

Chris Makoare  
Chairperson, Maungakiekie-Tāmaki Local Board  
Date: 9/04/2020

Debbie Burrows  
Deputy Chairperson, Maungakiekie-Tāmaki Local Board  
Date: 9/04/2020
Local Board feedback to the Independent Council-Controlled Organisations Review

File No.: CP2020/03007

Te take mō te pūrongo
Purpose of the report
1. To provide an opportunity for local boards to provide formal feedback on the Council-Controlled Organisations (CCO) Review to the Independent Panel.

Whakarāpopototanga matua
Executive summary
2. The Governing Body approved the Terms of Reference for an Independent Panel to undertake a review of substantive CCOs at its meeting on 26 November 2019 [GB/2019/127].
3. The review covers Auckland Transport, Auckland Tourism Events and Economic Development, Panuku Development Auckland, Regional Facilities Auckland and Watercare. The overall objectives are to examine:
   • whether CCOs are an effective and efficient model for delivering services to the council and Aucklanders, and
   • whether the CCO decision-making model provides sufficient political oversight, public transparency and accountability.
4. The review asks the Independent Panel to examine three areas: the CCO model and its accompanying roles and responsibilities; the accountability of CCOs; and CCO culture.
5. The Independent Panel is seeking the views of local boards on these areas.
6. Local boards are advised that their views are requested by the Independent Panel by 3 April 2020.

Ngā tūtohunga
Recommendation/s
That the Maungakiekie-Tāmaki Local Board:
a) provide formal feedback on the Council-Controlled Organisations Review to the Independent Panel.

Horopaki
Context
7. The Governing Body approved the CCO review Terms of Reference on 26 November 2019 [GB/2019/127]. The Independent Panel was appointed by the Governing Body on 12 December 2019 and is comprised of Miriam Dean, Doug Martin and Leigh Auton. Miriam Dean has been appointed panel chair [GB/2019/149].
8. Briefings on the CCO Review were provided to local board chairs in December 2019 by staff and in February 2020 by panel member Leigh Auton. The panel wrote to local board chairs in February asking for advice on what constitutes good engagement between CCOs and local boards.
9. Monthly updates on the review are reported to the CCO Oversight Committee and circulated to all local boards.
10. The Independent Panel is seeking comprehensive engagement to obtain a range of views about the issues forming the subject of the review (Attachment A). Community engagement on the review is occurring alongside the Annual Budget 2020/2021 in February/March 2020. An engagement document has been developed and a summary document has been translated into five languages and a New Zealand Sign Language video. A webpage provides information on the review, including stakeholder updates, relevant documents (including the Terms of Reference) and a contact for further information.

11. All feedback on the CCO Review will be provided to the Independent Panel. The Panel will report on the key issues and community and stakeholder feedback in May and will provide a final report and recommendations in July 2020.

Tātaritanga me ngā tohutohu
Analysis and advice

12. To identify the scope of their work, the Independent Panel has distilled the essence of the review terms into a list of issues, that forms the basis of the engagement and eventual report. The list and prompts, at Attachment A, provide a structure for local boards to give feedback.

13. The three key areas of focus set out in the list of issues are:

<table>
<thead>
<tr>
<th>Issue</th>
<th>Area of Focus</th>
</tr>
</thead>
<tbody>
<tr>
<td>CCO model, roles and responsibilities</td>
<td>The essential question here is whether the CCO model delivers council services with the maximum of operational efficiency, transparency and accountability, or whether there are better ways to deliver such services.</td>
</tr>
<tr>
<td>CCO accountability</td>
<td>Here the key question is whether the council’s current approach to holding CCOs to account on behalf of Aucklanders could be improved.</td>
</tr>
<tr>
<td>CCO culture</td>
<td>The central issue here is whether CCOs need to improve how they consult, engage with and respond to the wider community and council.</td>
</tr>
</tbody>
</table>

Tauākī whakaaweawe āhuarangi
Climate impact statement

14. Local boards have an opportunity to consider suggestions that might improve climate change outcomes/mitigation in their feedback on the CCO Review.

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

15. The Independent Panel is engaging across the council group on the review, including:

- the chair of the independent panel wrote introducing the panel and the review objectives to all CCO chairs and chief executives, councillors, local board chairs, chief executive of IMSB and the co-chairs of the Mana Whenus Kaitiaki Forum on 20 December 2019
- the panel met briefly with the CCO chief executives and chairs on 28 January 2020 to discuss the proposed review process and CCO engagement. Each CCO was asked to provide the panel with key stakeholders/customers
- individual meetings have taken place with CCO chief executives and board chairs over February and March 2020, and the panel is meeting with CCO stakeholders.

Ngā whakahaweawe ā-rohe me ngā tirohanga a te poari ā-rohe
Local impacts and local board views
16. Local board formal feedback on the CCO Review, including issues experienced with CCOs, good practice and options for improvement, is sought by the Independent Panel by 3 April 2020.
17. Material on the CCO Review was available at Have your Say local board events for the Annual Budget.
18. Following the conclusion of the Independent Panel’s review, as part of the development of the next 10-year budget, local boards will have the opportunity to provide formal views on any proposals for change to the CCO model.

Tauākī whakahaweawe Māori
Māori impact statement
19. Staff presented to the Mana Whenua Kaitiaki Forum on 19 December 2019. The panel met with one of the Forum co-chairs and mana whenua are invited to provide feedback to the panel. Mana whenua have also been invited to a hui with panel members on 18 March 2020.
20. The panel has met with the Independent Māori Statutory Board.
21. Panel members spoke on Radio Waatea to promote Māori interest and feedback on the CCO review. Material on the CCO review is being provided at mataawaka events for the Annual Budget and mataawaka organisations have been briefed on the review during the public engagement period.

Ngā ritenga ā-pūtea
Financial implications
22. There are no financial implications from this report.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations
23. There are no risks associated with the recommendations in this report.

Ngā koringa ā-muri
Next steps
24. The Independent Panel is due to report on key issues, community and stakeholder feedback in May and to provide a final report, with recommendations, in July 2020.

Ngā tāpirihanga
Attachments

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<tr>
<td>A.</td>
<td>Independent Council-Controlled Organisations Review list of issues</td>
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</table>
Ngā kaihaina

Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Claire Gomas - Principal Advisor</th>
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<tr>
<td>Authorisers</td>
<td>Alastair Cameron - Manager - CCO Governance &amp; External Partnerships</td>
</tr>
<tr>
<td></td>
<td>Nina Siers - Relationship Manager for Maungakiekie-Tāmaki Puketapapa</td>
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Auckland CCO Review
Independent Panel

CCO REVIEW

Independent review of council-controlled organisations: list of issues:

This list is intended as a guide to the high-level issues on which the review will focus. The issues in this list may be subject to revision during the course of this review.

Objectives

The review's overall objectives are to examine:

- whether CCOs are an effective and efficient model for delivering services to the council and Aucklanders;
- whether the CCO decision-making model provides sufficient political oversight, public transparency and accountability.

The terms of reference require us to examine the following three issues:

CCO model, roles and responsibilities

The essential question here is whether the CCO model delivers council services with the maximum of operational efficiency, transparency and accountability, or whether there are better ways to deliver such services. In particular:

- Are there any problems, real or perceived, with the current model, including the risks of duplication with in-house council activities?
- Is the purpose of each CCO clear and current, and is the council giving each adequate direction?
- Are the roles and responsibilities of CCOs and the council towards one another clearly defined and well understood?
- Are there viable alternatives and what are their advantages and disadvantages?

CCO accountability

Here the key question is whether the council has adequate mechanisms to hold CCOs to account and is using them appropriately, and whether improvements, including new mechanisms (such as those provided for through the Local Government Act 2002 Amendment Act 2019), are needed. In particular:

- Do current accountability mechanisms monitor CCOs' performance effectively and ensure CCOs respond appropriately to the concerns of the council, local boards and the public?
Auckland CCO Review
Independent Panel

- Do CCOs understand the need to act in a way that reflects their accountability to the community, as well as the council's accountability to the community for CCO performance?
- Are there adequate mechanisms to ensure CCO board members and senior management meet the legislative requirements towards Māori, and that CCOs have developed sufficient capability to achieve this?
- Do CCOs have adequate guidance about when to act in their best commercial interests and when to act in the best interests of the public?
- Are council policies that are applicable to all CCOs (group policies) adequate, or should they be extended to other areas, such as remuneration?
- Is the process for appointing CCO board members, including the skills criteria used in the selection process, appropriate?

CCO culture

The central issue here is whether CCOs need to improve how they consult, engage with and respond to the community and council. In particular:

- Are the working relationships between the various levels of council (political, executive and staff) and CCOs (and between CCOs themselves) based on mutual trust, respect and confidence?
- Do recruitment processes and job descriptions sufficiently address the need for CCO chief executives and senior managers to respond to council directions and work effectively with senior council managers?
- Do CCO boards, executives and staff demonstrate accountability to Aucklanders, including by consulting sufficiently with Aucklanders and responding sufficiently to their concerns, or could their performance be improved?
- Are CCOs giving adequate public acknowledgement (such as through branding) to council-funded activities?
- Do CCOs give the council quality advice?

The full terms of reference can be found at:

20 December 2019
Urgent Decision - Proposed Plan Change 36 – Open Space (2019)

File No.: CP2020/04805

Te take mō te pūrongo
Purpose of the report
1. To inform the Maungakiekie-Tāmaki Local Board that an urgent decision was made and approved under delegation by the Chair and Deputy Chair to provide formal feedback on the Proposed Plan Change 36 – Open Space (2019).

Whakarāpopototanga matua
Executive summary
2. At the 3 December 2019 Maungakiekie-Tāmaki Local Board meeting the board considered the urgent decisions process and passed resolution MTLB/2019/75:

   That the Maungakiekie-Tāmaki 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 requirement 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 the authorisation memo;

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

3. Local boards have a role in representing the views of their communities on issues of local importance, such as inputting local impacts of Central Government proposals into Auckland Council submissions.

4. As a result of local board feedback being due prior to the next business meeting an urgent decision was required.

5. Proposed Plan Change 36 – Open Space (2019) (PC36) is associated with Panuku’s land disposal and rationalisation process. The plan change process must be undertaken in a timely manner to avoid financial implications associated with delays in the rezoning of land.

Ngā tūtohunga
Recommendation/s
That the Maungakiekie-Tāmaki Local Board:

a) note the decision made under the urgent decision-making process on 9 April 2020, that the Maungakiekie-Tāmaki Local Board provide formal feedback on the Proposed Plan Change 36 – Open Space (2019).

Ngā tāpirihanga
Attachments

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Signatories

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<tr>
<th>Author</th>
<th>Tracey Freeman - Democracy Advisor</th>
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</table>
| Authorisers     | Louise Mason - GM Local Board Services  
|                 | Nina Siers - Relationship Manager for Maungakiekie-Tamaki Puketapapa |
Memorandum

To: Chris Makoare, Chairperson – Maungakiekie-Tāmaki Local Board; Debbie Burrows, Deputy Chairperson – Maungakiekie-Tāmaki Local Board; Nina Siers, Relationship Manager – Maungakiekie-Tāmaki and Puketāpapa Local Boards

cc: Christie McFadyen, Senior Local Board Advisor – Maungakiekie-Tāmaki Local Board; Mal Ahmu, Local Board Advisor – Maungakiekie-Tāmaki Local Board; Tony Reidy, Team Leader Planning – Plans and Places

Subject: Urgent decision request of the Maungakiekie-Tāmaki Local Board

From: Tracey Freeman, Democracy Advisor – Maungakiekie-Tāmaki Local Board

Purpose

1. To initially seek the local board relationship manager’s authorisation to commence the urgent decision-making process and if granted, seek formal approval from the chair and deputy chair (or any person acting in these roles) to use the process to make an urgent decision.

2. The decision required, and the supporting report, are attached to this memo. The urgent decision being sought needs to be authorised by the chair and deputy chair (or any person acting in these roles) by signing this memo. Both this memo and the report will be reported as an information item at the next business meeting if the urgent decision-making process proceeds.

Reason for the urgency

3. At the 3 December 2019 Maungakiekie-Tāmaki Local Board business meeting the local board considered the urgent decision-making process and passed resolution MT/2019/75:

That the Maungakiekie-Tāmaki 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.

4. Under the current circumstances with COVID-19 alert level 4 restrictions, Maungakiekie-Tāmaki Local Board’s 24 March 2020 business meeting was cancelled, therefore the urgent decision-making process is required. The local board’s next business meeting is on 28 April 2020, however, this has potential to change depending on the situation with COVID-19.

5. Proposed Plan Change 36 – Open Space (2019) (PC36) is associated with Panuku’s land disposal and rationalisation process. The plan change process must be undertaken in a timely manner to avoid financial implications associated with delays in the rezoning of land.
Decision sought from the chair and deputy chair (or any person acting in these roles)

That the Maungakiekie-Tāmaki Local Board:

a) receives the information on the submissions received in relation to Proposed Plan Change 36 – Open Space (2019) (PC36).

Context

6. Auckland Council undertakes an annual open space plan change to update the Auckland Unitary Plan open space zones. Plan Change 36 (PC36) is the third such plan change since the Auckland Unitary Plan became operative in part in 2016.

7. PC36 has three components – the rezoning of land recently vested or acquired to an appropriate open space zone, the correction of “open space” related zoning errors or anomalies and the rezoning of land on behalf of Panuku Auckland which has been approved by Auckland Council for disposal.

8. Of particular interest to the Maungakiekie-Tāmaki Local Board is the proposed rezoning of two land parcels – 28-30 Pilkington Road and Part 3 Kings Road in the vicinity of the Panmure town centre.

9. Council staff are in the process of seeking the appointment of hearing commissioners for PC36. A hearing date is yet to be set but is likely to be around June/July 2020.

10. The rezoning of the proposed Plan Change 36 – Open Space (2019) (PC36) requires the plan change process to be undertaken in a timely manner to avoid delays in the land disposal and rationalisation process.

Authorisation of the urgent decision-making process

Signed by Nina Siers
Relationship Manager,
Maungakiekie-Tāmaki and Puketāpapa Local Boards Date: 30/3/2020

Approval to use the urgent decision-making process

Chris Makoare
Chairperson, Maungakiekie-Tāmaki Local Board Date: 9/04/2020

Debbie Burrows
Deputy Chairperson, Maungakiekie-Tāmaki Local Board Date: 9/04/2020
Maungakiekie-Tāmaki Local Board Resolution/s
That the Maungakiekie-Tāmaki Local Board:

a) receives the information on the submissions received in relation to Proposed Plan Change 36 – Open Space (2019) (PC36);

b) confirm the local board feedback previously provided on the proposed plan change as outlined in paragraph 20 of this report;

c) note that the proposed rezoning of land parcels at 28-30 Pilkinson Road and 3 Kings Road, Panmure are currently zoned as open space – informal recreation but have not been functionally operating as greenspace, and the proposed rezoning reflects their purpose, function and intended use;

d) note that the local board are committed to supporting the Panmure community by looking for opportunities to acquire greenspace where appropriate;

e) note that this feedback has been developed and agreed to by the full local board and is being executed using the urgent decision mechanism because it is not practicable for the local board to meet in the current public health emergency.

__________________________

Chris Makore
Chairperson, Maungakiekie-Tāmaki Local Board

Date: 9/04/2020

__________________________

Debbie Burrows
Deputy Chairperson, Maungakiekie-Tāmaki Local Board

Date: 9/04/2020
Urgent Decision

Proposed Plan Change 36 – Open Space (2019) to the Auckland Unitary Plan (Operative in Part)

File No.: CP2020/03056

Te take mō te pūrongo

Purpose of the report

1. To update the Maungakiekie-Tāmaki Local Board on the submissions received in relation to Proposed Plan Change 36 – Open Space (2019).

Whakarāpopototanga matua

Executive summary

2. Auckland Council undertakes an annual open space plan change to update the Auckland Unitary Plan open space zones. Plan Change 36 (PC36) is the third such plan change since the Auckland Unitary Plan became operative in part in 2018.

3. PC36 has three components – the rezoning of land recently vested or acquired to an appropriate open space zone, the correction of "open space" related zoning errors or anomalies and the rezoning of land on behalf of Panuku Auckland which has been approved by Auckland Council for disposal.

4. PC36 was publicly notified on 28 November 2019. 22 submissions were received. A summary of submissions has recently been notified.

5. There is a mix of support for and opposition to the plan change. Of particular interest to the Maungakiekie-Tāmaki Local Board is that there is some opposition to the proposed rezoning of two land parcels - 28-30 Pilkington Road and Part 3 Kings Road in the vicinity of the Panmure town centre.

6. In its feedback on the proposed plan change the Maungakiekie-Tāmaki Local Board has raised the issue of the loss of carparking associated with the rezoning of 28-30 Pilkington Road and Part 3 Kings Road, Panmure.

7. Council staff are in the process of seeking the appointment of hearing commissioners for PC36. A hearing date is yet to be set but is likely to be around June/July 2020.

Ngā tūtohunga

Recommendation/s

That the Maungakiekie-Tāmaki Local Board:

a) receives the information on the submissions received in relation to Proposed Plan Change 36 – Open Space (2019) (PC36).

Horopaki

Context

8. Auckland Council undertakes an annual open space plan change to update the Auckland Unitary Plan open space zones. Plan Change 36 is the third such plan change since the Auckland Unitary Plan became operative in part in November 2018.

9. Plan Change 36 (PC36) has three components:
   i) rezoning of land recently vested and/or acquired as open space so that the zoning reflects its purpose, function and intended use.
ii) correcting open space zoning errors and anomalies
iii) rezoning of nine land parcels as part of Panuku Auckland’s land disposal and rationalisation process.

10. Approximately 200 new land parcels are either vested or acquired as reserve/open space annually and are required to be rezoned within the Auckland Unitary Plan. In addition, a small number of zoning errors associated with open space have been identified by the community and council staff. Panuku’s land disposal and rationalisation process also requires the rezoning of land (typically open space) prior to its sale.

11. It is important that land intended as open space is appropriately zoned to provide for its intended use and development or protection. Conversely, land that is no longer required as open space requires an alternative zoning.

12. To address the above matters efficiently and in a cost-effective manner, these proposed changes have been bundled together into one proposed open space plan change.

13. The rezoning of recently vested or acquired open space applies an appropriate open space zoning, either because of subdivision or purchase during the past year. The proposed zoning reflects the land’s open space qualities and intended use and development. The vast majority (95%) of these zoning changes involve applying an open space zoning to recently acquired or vested land.

14. PC36 also includes a small number of zoning errors or anomalies (16 land parcels) involving open space zones. These include land that has been zoned open space in error or conversely open space that requires an appropriate zoning. These errors have been identified by either the public or by staff.

15. This is the third proposed plan change involving the rezoning of open space zoned land considered surplus to requirements. Plan Change 1 involved the rezoning of eleven land parcels and Plan Change 13 ten land parcels respectively. Panuku in conjunction with Auckland Council’s Stakeholder and Land Advisory team in the Community Facilities Department have identified a further nine council owned land parcels currently zoned open space or shown as road which are surplus to requirements and have been approved for disposal.

Tātaritanga me ngā tohutohu
Analysis and advice


17. 22 submissions were received in relation to the proposed plan change. There is a mix of support for (nine submissions in support and two submissions in support but with amendments requested) and opposition to (11 submissions) the plan change. Copies of the submissions are available on the Auckland Unitary Plan page of the council website (under Auckland Unitary Plan Modifications).

18. Of particular interest to the Maungakiekie-Tāmaki Local Board is the opposition to the following proposed Panuku initiated changes (which are in the local board area):
   • 28-30 Pilkington Road, Mt Wellington (Map 211)
   • 3 Kings Road, Panmure (Map 212)

19. The submitters in opposition to the rezoning of the above sites raise the following issues:
   • Volcanic viewshaft (buildings under a Terrace Housing and Apartment Buildings zoning could project into the viewshaft)
• Heritage area and proposed new zoning (impact on the setting of nearby historic heritage places)
• Tāmaki Open Space Network Plan (loss of 2000 sqm of open space zoned land)
• Climate Change resilience (3 Kings Rd is a flat open space which has low flood risk – could provide some adaptability or resilience for future flooding)
• Current use and redevelopment (currently used as a carpark and relied on by adjacent uses)
• Loss of parking in Panmure and impact on the centre and businesses
• Congestion (additional development on the rezoned sites will result in more cars on the road)
• Increase in population (requires town centre carparks).

20. The Maungakiekie-Tāmaki Local Board provided the following feedback on the proposed plan change prior to public notification in a memo dated 7 October 2019:
   a) endorse the following proposed plan changes in the local board area:
      i) 23 Te Nohotu Road, Glen Innes
      ii) 28-30 Pilkington Road, Mount Wellington
      iii) Part 3 Kings Road, Panmure
   b) note that the local board want to ensure that there is a sufficient level of parking for visitors and customers to the Panmure town centre
   c) recommend that any disposal of car parking incorporates a replacement of parking in close proximity to the Panmure town centre.

Tauākī whakaaweawe āhuarangi
Climate impact statement

21. Plan Change 36 does result in a significant net gain of land zoned open space across the Auckland region. This provides additional opportunity for tree planting (on public land) to mitigate greenhouse gas emissions. In addition, the plan change will result in additional local reserves that are accessible and useable, thus encouraging local use and mitigating the need to travel elsewhere for recreation purposes.

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

22. Council departments and Council-Controlled Organisations involved in open space acquisition and disposal (e.g. Community and Social Policy (Parks and Recreation Policy), Healthy Waters, Panuku) have identified either land purchased for open space that has not gone through a vesting or gazetting process or land to be disposed of or swapped that requires an alternative zoning.

23. Both Parks and Recreation Policy and Healthy Waters (in the case of stormwater reserves) reviewed the zoning proposed.

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

24. A memo was sent to all local boards providing a summary of the plan change on 9 September 2019.

25. Rezoning of recently acquired and vested land as open space will have positive effects for local communities. It will enable land to be used and developed (where appropriate) for its intended purpose.
26. In relation to Panuku’s land disposal process, local board feedback was considered as part of the disposal process and covered in the disposal recommendation reports to the Finance and Performance Committee.

27. Submitters to the plan change however have raised issues around the loss of carparking associated with the proposed rezoning of 28-30 Pilkington Road and 3 Kings Road.

**Tauākī whakaaweawe Māori**

**Māori impact statement**

28. Rezoning of recently acquired and vested land as open space will have positive effects for Aucklanders, including Māori.

29. A draft copy of the plan change was sent to all Auckland’s 19 mana whenua entities on 10 September 2019, as required under the Resource Management Act.

30. No submissions have been received from mana whenua.

31. Panuku’s property rationalisation process involves consultation with mana whenua. Responses from mana whenua are considered as part of the disposal process and addressed in the disposal recommendation reports to the Finance and Performance Committee.

32. Under section 41 of the Public Works Act 1981, where land is not required for a public work, it must be offered back to the former owner(s). In some cases, the former owners are Māori. This process has been completed.

**Ngā ritenga ā-pūtea**

**Financial implications**

33. The costs of the plan change process are within the Plans and Places Department’s operating budget. Cost associated with the plan change hearing are from the Democracy Services budget.

**Ngā raru tūpono me ngā whakamaurutanga**

**Risks and mitigations**

34. Delays in the rezoning of land associated with Panuku’s land disposal and rationalisation process would delay the sale of the land parcels, with associated financial implications.

35. The above risks will be mitigated by undertaking the plan change process in a timely manner.

**Ngā koringa ā-muri**

**Next steps**

36. Council staff will commence preparations for the hearing to take place.

37. The key next steps involve:
   - Appointing the Independent Hearing Commissioners (Regulatory Committee 21 April 2020);
   - Preparing the Section 42A Hearing Report;
   - Notifying the submitters of the hearing date and venue;
   - Providing submitters with a copy of the hearing report;
   - Independent Hearing Commissioners conducting the hearing; and
   - Release of Council’s decision.

38. The appeal period commences after the decision is released.
Ngā tāpirihanga

Attachments

There are no attachments for this report.

Ngā kaihaina

Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Tony Reidy - Team Leader Planning</th>
</tr>
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<tbody>
<tr>
<td>Authorisers</td>
<td>John Duguid - General Manager - Plans and Places</td>
</tr>
<tr>
<td></td>
<td>Nina Siets - Relationship Manager for Maungakiekie-Tāmaki Puketapapa</td>
</tr>
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</table>
Urgent Decision - New community lease to Te Ao Hou Community Childcare Centre Incorporated

File No.: CP2020/04807

Te take mō te pūrongo

Purpose of the report
1. To inform the Maungakiekie-Tāmaki Local Board that an urgent decision was made and approved under delegation by the Chair and Deputy Chair to grant a new community lease to Te Ao Hou Community Childcare Centre Incorporated, for the land and building, situated at 134 Elstree Avenue, Glen Innes.

Whakarāpopototanga matua

Executive summary
2. At the 3 December 2019 Maungakiekie-Tāmaki Local Board meeting the board considered the urgent decisions process and passed resolution MTLB/2019/75:

   That the Maungakiekie-Tāmaki 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 requirement 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 the authorisation memo;
   d) note that all urgent decisions will be reported to the next ordinary meeting of the local board. CARRIED

3. The Maungakiekie-Tāmaki Local Board is the allocated authority relating to local, recreation, sport and community facilities, including community leasing matters.

4. The lease to Te Ao Hou Community Childcare Centre Incorporated expired on 30 November 2018.

5. The group have indicated they wish to continue their activities at the premises and there is a continued need for their services in the community.

6. A new lease is required to enable the group to keep operating and provide security.

7. Due to the current circumstances with COVID-19 alert level 4 restrictions, Maungakiekie-Tāmaki Local Board’s 24 March 2020 business meeting was cancelled, therefore the urgent decision-making process was required.

8. Local boards have a role in representing the views of their communities on issues of local importance, such as inputting local impacts of Central Government proposals into Auckland Council submissions.

9. As a result of local board feedback being due prior to the next business meeting an urgent decision was required.

10. Te Ao Hou Community Childcare Centre Incorporated has occupied the building and land situated at 134 Elstree Ave, Glen Innes where the lease expired on 30 November 2018 and is currently holding over on a month by month basis on the same terms and conditions. The group have indicated they wish to continue their activities at the premises and there is a continued need for their services in the community. The childcare centre requires a new lease to be able to continue to operate.
Ngā tūtohunga
Recommendation/s

That the Maungakiekie-Tāmaki Local Board:

a) note the decision made under the urgent decision-making process on 9 April 2020, that the Maungakiekie-Tāmaki Local Board grant a new community lease to Te Ao Hou Community Childcare Centre Incorporated, for the land and building, situated at 134 Elstree Avenue, Glen Innes

Ngā tāpirihanga
Attachments

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<td>Nina Siers - Relationship Manager for Maungakiekie-Tamaki Puketapapa</td>
</tr>
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Memorandum

26 March 2020

To: Chris Makoare, Chairperson – Maungakiekie-Tāmaki Local Board; Debbie Burrows, Deputy Chairperson – Maungakiekie-Tāmaki Local Board; Nina Siers, Relationship Manager – Maungakiekie-Tāmaki and Puketāpapa Local Boards

cc: Christie McFadyen, Senior Local Board Advisor – Maungakiekie-Tāmaki Local Board; Mal Ahmu, Local Board Advisor – Maungakiekie-Tāmaki Local Board; Valerie Vui, Community Lease Advisor – Community Facilities

Subject: Urgent decision request of the Maungakiekie-Tāmaki Local Board

From: Tracey Freeman, Democracy Advisor – Maungakiekie-Tāmaki Local Board

Purpose

1. To initially seek the local board relationship manager’s authorisation to commence the urgent decision-making process and if granted, seek formal approval from the chair and deputy chair (or any person acting in these roles) to use the process to make an urgent decision.

2. The decision required, and the supporting report, are attached to this memo. The urgent decision being sought needs to be authorised by the chair and deputy chair (or any person acting in these roles) by signing this memo. Both this memo and the report will be reported as an information item at the next business meeting if the urgent decision-making process proceeds.

Reason for the urgency

3. At the 3 December 2019 Maungakiekie-Tāmaki Local Board business meeting the local board considered the urgent decision-making process and passed resolution MT/2019/75:

   That the Maungakiekie-Tāmaki 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.

4. Under the current circumstances with COVID-19 alert level 4 restrictions, Maungakiekie-Tāmaki Local Board’s 24 March 2020 business meeting was cancelled, therefore the urgent decision-making process is required. The local board’s next business meeting is on 28 April 2020, however, this has potential to change depending on the situation with COVID-19.

5. Te Ao Hou Community Childcare Centre Incorporated has occupied the building and land situated at 134 Elstree Ave, Glen Innes where the lease expired on 30 November 2018 and is currently holding over on a month by month basis on the same terms and conditions. The
group have indicated they wish to continue their activities at the premises and there is a continued need for their services in the community. The childcare centre requires a new lease to be able to continue to operate.

Decision sought from the chair and deputy chair (or any person acting in these roles)

That the Maungakiekie-Tāmaki Local Board:

a) waive the calling for expressions of interest to occupy the premises

b) publicly notify the intention to grant a new lease to the Te Ao Hou Community Childcare Centre Incorporated on the terms described in this recommendation

c) appoint a hearings panel to consider any submissions received following the public notification, and delegate to the panel to decide on behalf of the local board on any hearing outcomes

d) subject to the successful outcome of public notification, approve a new community lease to Te Ao Hou Community Childcare Centre Incorporated, for the council-owned land and building comprising 804m² more or less shown in Attachment A hatched in red and situated at 134 Elstree Avenue, Glen Innes, described as Lot 8 on Deposited Plan 40140 Certificate of Title 75C/19, held in fee simple by the Auckland Council under the Local Government Act 2002 subject to the following terms:

i) term – five (5) years commencing on 24 March 2020, with one (1) five (5) year right of renewal;

ii) rent – $1.00 plus GST per annum if demanded;

iii) payment of an operational charge of $1000 plus GST per annum;

iv) all other terms and conditions to be in accordance with Auckland Council’s Community Occupancy Guidelines 2012 and the Reserves Act 1977;

v) the approved Te Ao Hou Community Childcare Centre’s Community Outcomes Plan be attached to the lease document;

e) delegate authority to the Chair and Deputy Chair to approve the Community Outcomes Plan to be attached to the lease as a schedule.

Context

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

7. The lease to the group fully expired in November 2018. The group have indicated they wish to continue their activities at the premises and there is a continued need for their services in the community. A new lease is required to enable the group to keep operating and provide security.

Authorisation of the urgent decision-making process

[Signature]

Signed by Nina Siers
Relationship Manager,
Maungakiekie-Tāmaki and Puketāpapa Local Boards

Date: 30/3/2020
Approval to use the urgent decision-making process

Chris Makore
Chairperson, Maungakiekie-Tāmaki Local Board Date: 9/04/2020

Debbie Burrows
Deputy Chairperson, Maungakiekie-Tāmaki Local Board Date: 9/04/2020

Maungakiekie-Tāmaki Local Board Resolution/s

That the Maungakiekie-Tāmaki Local Board:

a) waive the calling for expressions of interest to occupy the premises

b) publicly notify the intention to grant a new lease to the Te Ao Hou Community Childcare Centre Incorporated on the terms described in this recommendation

c) appoint a hearings panel to consider any submissions received following the public notification, and delegate to the panel to decide on behalf of the local board on any hearing outcomes

d) subject to the successful outcome of public notification, approve a new community lease to Te Ao Hou Community Childcare Centre Incorporated, for the council-owned land and building comprising 804m2 more or less shown in Attachment A hatched in red and situated at 134 Elstree Avenue, Glen Innes, described as Lot 6 on Deposited Plan 40140 Certificate of Title 75C/19, held in fee simple by the Auckland Council under the Local Government Act 2002 subject to the following terms:

i) term – five (5) years commencing on 24 March 2020, with one (1) five (5) year right of renewal;

ii) rent – $1.00 plus GST per annum if demanded;

iii) payment of an operational charge of $1000 plus GST per annum;

iv) all other terms and conditions to be in accordance with Auckland Council’s Community Occupancy Guidelines 2012 and the Reserves Act 1977;

v) the approved Te Ao Hou Community Childcare Centre’s Community Outcomes Plan be attached to the lease document;

e) delegate authority to the Chair and Deputy Chair to approve the Community Outcomes Plan to be attached to the lease as a schedule.
Item 27

Chris Makore
Chairperson, Maungakiekie-Tāmaki Local Board Date: 9/04/2020

Debbie Burrows
Deputy Chairperson, Maungakiekie-Tāmaki Local Board Date: 9/04/2020
New community lease to Te Ao Hou Community Childcare Centre Incorporated, 134 Elstree Avenue, Glen Innes

File No.: CP2020/03665

Te take mō te pūrongo
Purpose of the report
1. To grant a new community lease to Te Ao Hou Community Childcare Centre Incorporated, for the land and building, situated at 134 Elstree Avenue, Glen Innes.

Whakarāpopototanga matua
Executive summary
2. Te Ao Hou Community Childcare Centre Incorporated (the centre) seeks a new community lease for the land and building at 134 Elstree Avenue, Glen Innes. The childcare centre holds a community lease for the building and land which includes driveways and playground and grassed area at the rear of the property.

3. The lease commenced on 1 December 2003 for a term of five years with two five-year rights of renewal with a final expiry on 30 November 2018. The lease is holding over on a month by month basis on the same terms and conditions.

4. The centre has submitted a comprehensive application in support of the new lease request. Staff have assessed the application and are satisfied that the requirements for a new lease under Auckland Council's Community Occupancy Guidelines 2012 have been met.

5. Te Ao Hou Community Childcare Centre has operated from the premises since 1991 and was established in response to a community survey conducted by Auckland City Council and the Te Ao Hou branch of the Maori Women's Welfare League. This highlighted the need for a childcare centre in the local area. The centre's activities support the local board plan outcomes and provide the best utilisation of this space.

6. This report recommends that the Maungakiekie-Tāmaki Local Board waive calling for expressions of interest and approve a new community lease to Te Ao Hou Community Childcare Centre Incorporated. The recommendations within this report aligns with the Local Board Plan 2017 outcome: Maungakiekie-Tāmaki is an active and engaged community.

Ngā tūtōhunga
Recommendation/s
That the Maungakiekie-Tāmaki Local Board:

a) waive the calling for expressions of interest to occupy the premises

b) publicly notify the intention to grant a new lease to the Te Ao Hou Community Childcare Centre Incorporated on the terms described in this recommendation

c) appoint a hearings panel to consider any submissions received following the public notification, and delegate to the panel to decide on behalf of the local board on any hearing outcomes

d) subject to the successful outcome of public notification, approve a new community lease to Te Ao Hou Community Childcare Centre Incorporated, for the council-owned land and building comprising 804m² more or less shown in Attachment A hatched in red and situated at 134 Elstree Avenue, Glen Innes, described as Lot 6 on Deposited Plan 40140 Certificate of Title 75C/19, held in fee simple by the Auckland Council under the Local Government Act 2002 subject to the following terms:
Item 27

Horopaki Context

7. The Maungakiekie-Tāmaki Local Board is the allocated authority relating to local, recreation, sport and community facilities, including community leasing matters.

8. The lease to the group fully expired in November 2018. The group have indicated they wish to continue their activities at the premises and there is a continued need for their services in the community.

Tātaritanga me ngā tohutohu

Analysis and advice

9. Te Ao Hou Community Childcare Centre Incorporated holds a community lease for the council owned building and land situated at 134 Eistree Avenue, Glen Innes, legally described as Lot 6 on Deposited Plan 40140 Certificate of Title 75C/19. The land is held in fee simple by the Auckland Council under the Local Government Act 2002, and consists of approximately 804m² as shown at Attachment A, hatched in red.

10. The lease commenced on 1 December 2003 for a term of five years with two five-year rights of renewal and finally expired on 30 November 2018. The lease is holding over on a month by month basis on the same terms and conditions. Rent at termination was $2,000 plus GST per annum.

11. The facility is used to provide affordable and accessible early childhood education services to children aged from birth to five years old.

12. A site visit has been undertaken and the centre is well managed. The building requires some cosmetic maintenance work but is generally fit for purpose.

13. The land also has a sealed area and driveway to the front and side of the building, and a playground area with playset at the rear of the building.

Te Ao Hou Community Childcare Centre Incorporated

14. Te Ao Hou Community Childcare Centre Incorporated is a community-based centre that was established in response to a community survey undertaken jointly by Auckland City Council and Te Ao Hou branch of the Maori Women’s Welfare League. The survey highlighted the urgent need for a childcare centre in the area.

15. The centre was officially opened on 29 June 1991 by the late Dame Whina Cooper and has been in operation for 28 years at the same site.

16. Te Ao Hou Community Childcare Centre is an Incorporated Society and Charitable Trust, with four full time registered paid staff. These staff provide early childhood education, reflecting
the cultural diversity of the childcare centre. It is licensed to provide full-day education and care for up to 28 tamariki, including up to five under two years of age.

17. Its primary objectives include:
   - To provide affordable, high quality, nonprofit, accessible, community-based early childhood education services to children aged from birth to five years old
   - To provide full and part time childcare in accordance with the Te Ao Hou Community Childcare Centre Charter
   - To ensure the society encompasses and reflects the different cultural values of the families that use it.
   - To recognize and support the needs and rights of children, parents and childcare workers.

18. The childcare centre has a full attendance roll of 28 tamariki up to the age of four years old. Of the 28 attending the centre, 40 percent identified as Māori, 48 percent as Pacific Island descent, and 12 percent as Pākehā.

19. The centre has submitted a comprehensive application and is able to demonstrate its viability to deliver services.

20. A community outcomes plan is being negotiated with the centre that identifies the benefits it provides to the community. This will be attached as a schedule to the lease when complete and approved by the Chair and Deputy Chair.

21. The centre is financially viable and audited accounts show proper accounting records have been kept.

22. Te reo and tikanga Māori are integrated into the daily program through karakia, waiata, pukapuka, using conversational phrases and wall displays. All teaching staff have studied te reo and tikanga Māori; and the centre receive fortnightly visits from the Glen Innes Library’s Māori program facilitator who runs a te reo programme with the children.

23. The centre’s Treaty of Waitangi Policy supports and encourages children and their families to develop positive attitudes and values towards Aotearoa’s Māori heritage.

24. Te Ao Hou Community Childcare Centre is a registered Incorporated Society and Charitable Trust, incorporated as of 19 October 1993.

25. The centre has all necessary insurance cover, including public liability insurance in place.

26. After assessing the lease application and meeting with the senior administrator and centre supervisor, staff advise that the centre qualifies for a new community lease by virtue of the following:
   - Its activities support the Maungakiekie-Tāmaki Local Board Plan 2017 outcome:
     *Maungakiekie-Tāmaki is an active and engaged community*
   - It is not in breach of the current occupancy agreement
   - The financial accounts have sufficient reserves to cover its operating costs with no declared contingent liabilities
   - It sustains its activities predominantly through Ministry of Education funding, Ministry of Social Development subsidies, childcare fees and some Community Funding
   - The building meets the needs of the childcare centre.
27. Community groups occupying council owned buildings are required to pay an annual operational charge. The charge is a contribution towards the direct costs council incurs for the occupation of the building by the group. In this case a charge of $1000 plus GST per annum is payable.

28. This report recommends that a new lease be granted to Te Ao Hou Community Centre Incorporated for an initial term of five (years) 5 years with one (1) five (5) year right of renewal, at $1 peppercorn rental, in accord with the Council Community Occupancy Guidelines 2012.

29. A peppercorn rental further acknowledges the centre's underprivileged users, and the area's need for an affordable, high quality and accessible early childhood centre. It also provides the board with an opportunity to streamline leases across its local area so lessees are paying the same amount, or an amount relative to their particular lease agreement.

**Tauākī whakaaweawe āhuarangi**

**Climate impact statement**

30. There is no impact on Green House Gas emissions as the proposal does not introduce any new source of emissions.

31. Climate change is unlikely to impact the lease as the site does not sit within a flooding zone or in proximity of the coast.

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

**Council group impacts and views**

32. The proposed new lease has no identified impacts on other parts of the council group. The views of council controlled organisations were not required for the preparation of this report.

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

**Local impacts and local board views**

33. This is an approved item on the Community Facilities Work Programme for 2019/2020. The proposed new community lease was workshopped with the last local board in August 2019 who indicated informal support of the group and the proposed new lease, without the need for an expression of interest to occupy the premises. The board also wishes to charge a $1 peppercorn rental and lower operational maintenance charge in recognition of the centre's underprivileged users.

34. An expression of interest process is usually undertaken when a new lease is available to ensure the highest and best use is accommodated. Staff recommend that the local board forego this process, as the activities of the group are the best use of the premises, offering services which continue to be beneficial to the community.

35. Before granting a lease of longer than six months, section 138 of the Local Government Act 2002 requires council to consult with the community on the proposal. This is done by way of advertising in the local newspaper and on the council website.

36. The board should also appoint a hearings panel in case any submitters to the public notification call, request to be heard in relation to their submission.

37. The Maungakiekie-Tāmaki Local Board is the allocated authority to approve the granting of a new community lease.

**Tauākī whakaaweawe Māori**

**Māori impact statement**

38. Auckland Council is committed to meeting its responsibilities under Te Tiriti o Waitangi which are articulated in the council's key strategic planning documents, the Auckland Plan, the 10-year Budget 2018-2028, the Unitary Plan and local board plans.
39. An aim of community leasing is to increase targeted support for Māori community
development. This proposal seeks to improve access to facilities for all Aucklanders,
including Māori living in the Maungakiekie-Tāmaki area.

40. The centre’s philosophy is based on the Māori concept of Te Whare Tapa Whā, the holistic
development and wellbeing of tamariki. The philosophy is linked to Te Whāriki, the early
childhood curriculum, and includes a strong commitment to Te Tiriti o Waitangi.

41. Te reo and tikanga Māori are incorporated into the centre’s daily curriculum through karakia,
waïata, pukapuka, phrases and centre displays. All its staff have studied or undergone
training in te reo and tikanga Māori.

42. The childcare centre has a full attendance roll of 28 tamariki. From that total, 40 percent, the
second highest group identify as Māori.

43. Iwi engagement took place on 28 June 2019 at the Mana Whenua Forum. All present were
supportive of the proposal to grant a new community lease to Te Ao Hou Community
Childcare Centre.

44. There are no changes to the use or operational activities being conducted on the land.

Ngā ritenga ā-pūtea
Financial implications

45. There are no financial implications for council in granting this lease.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations

46. If a new community lease is not granted to Te Ao Hou Community Centre, the lease will
continue to roll over on a month by month basis. This will adversely affect the centre
financially who requires security of tenure as it depends heavily on funding from Government
Ministries and community funding to stay in operation.

47. Without security of a new lease, the centre will not be able to plan and develop programmes
for the future, and it will be inhibited in continuing to deliver its services to the community.

Ngā koringa ā-muri
Next steps

48. Subject to the grant of a new community lease, staff will work with Te Ao Hou Community
Childcare Centre to finalise the community outcomes plan and community lease
arrangement.

Ngā tāpirihanga
Attachments

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<td>Site Plan of Leased Area</td>
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Ngā kaihaina
Signatories

<table>
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<tr>
<th>Author</th>
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<tr>
<td>Valerie Vui - Community Lease Advisor</td>
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<th>Authorisers</th>
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<tr>
<td>Rod Sheridan - General Manager Community Facilities</td>
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<tr>
<td>Nina Siers - Relationship Manager for Maungakiekie-Tāmaki Puketapapa</td>
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</table>
Attachment A - Leased building and land to Te Ao Hou Community Childcare Centre Incorporated at 134 Eistree Avenue, Glen Innes, hatched in red.
Urgent Decision - New community lease to Te Whangai Trust Board, 25 Finn Place, Panmure.

File No.: CP2020/04809

Te take mō te pūrongo
Purpose of the report

1. To inform the Maungakiekie-Tāmaki Local Board that an urgent decision was made and approved under delegation by the Chair and Deputy Chair to grant a new community lease to Te Whangai Trust Board, 25 Finn Place, Panmure.

Whakarāpopototanga matua
Executive summary

2. At the 3 December 2019 Maungakiekie-Tāmaki Local Board meeting the board considered the urgent decisions process and passed resolution MTLB/2019/75:

   That the Maungakiekie-Tāmaki 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 requirement 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 the authorisation memo;
   
   d) note that all urgent decisions will be reported to the next ordinary meeting of the local board. CARRIED

3. Local boards have a role in representing the views of their communities on issues of local importance, such as inputting local impacts of Central Government proposals into Auckland Council submissions.

4. As a result of local board feedback being due prior to the next business meeting an urgent decision was required.

5. The Maungakiekie-Tāmaki Local Board is the allocated authority relating to local, recreation, sport and community facilities, including community leasing matters.

6. Te Whangai Trust Board requires a short-term lease agreement immediately to allow the establishment works of the nursery to occur. A new community lease is also required to succeed the short-term lease subject to the statutory consultation being undertaken successfully.

7. Due to the current circumstances with COVID-19 alert level 4 restrictions, Maungakiekie-Tāmaki Local Board’s 24 March 2020 business meeting was cancelled, therefore the urgent decision-making process was required.

Ngā tūtohunga
Recommendation/s

That the Maungakiekie-Tāmaki Local Board:

a) note the decision made under the urgent decision-making process on 9 April 2020, that the Maungakiekie-Tāmaki Local Board grant a new community lease to Te Whangai Trust Board, 25 Finn Place, Panmure.
Ngā tāpirihanga
Attachments

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Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Tracey Freeman - Democracy Advisor</th>
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<tbody>
<tr>
<td>Authorisers</td>
<td>Louise Mason - GM Local Board Services</td>
</tr>
<tr>
<td></td>
<td>Nina Siers - Relationship Manager for Maungakiekie-Tamaki Puketapapa</td>
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Urgent Decision - New community lease to Te Whangai Trust Board, 25 Finn Place, Panmure.
Memorandum  

26 March 2020

To: Chris Makoare, Chairperson – Maungakiekie-Tāmaki Local Board; Debbie Burrows, Deputy Chairperson – Maungakiekie-Tāmaki Local Board; Nina Siers, Relationship Manager – Maungakiekie-Tāmaki and Puketapapa Local Boards

cc: Christie McFadyen, Senior Local Board Advisor – Maungakiekie-Tāmaki Local Board; Mal Ahmu, Local Board Advisor – Maungakiekie-Tāmaki Local Board; Ron Johnson, Lease Advisor – Community Facilities

Subject: Urgent decision request of the Maungakiekie-Tāmaki Local Board

From: Tracey Freeman, Democracy Advisor – Maungakiekie-Tāmaki Local Board

Purpose

1. To initially seek the local board relationship manager’s authorisation to commence the urgent decision-making process and if granted, seek formal approval from the chair and deputy chair (or any person acting in these roles) to use the process to make an urgent decision.

2. The decision required, and the supporting report, are attached to this memo. The urgent decision being sought needs to be authorised by the chair and deputy chair (or any person acting in these roles) by signing this memo. Both this memo and the report will be reported as an information item at the next business meeting if the urgent decision-making process proceeds.

Reason for the urgency

3. At the 3 December 2019 Maungakiekie-Tāmaki Local Board business meeting the local board considered the urgent decision-making process and passed resolution MT/2019/75:

That the Maungakiekie-Tāmaki 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.

4. Under the current circumstances with COVID-19 alert level 4 restrictions, Maungakiekie-Tāmaki Local Board’s 24 March 2020 business meeting was cancelled, therefore the urgent decision-making process is required. The local board’s next business meeting is on 28 April 2020, however, this has potential to change depending on the situation with COVID-19.

5. Te Whangai Trust requires a short-term lease agreement immediately to allow the establishment works of the nursery to occur. A new community lease is also required to succeed the short-term lease subject to the statutory consultation being undertaken successfully.
Decision sought from the chair and deputy chair (or any person acting in these roles)

That the Maungakiekie-Tāmaki Local Board:

a) approve foregoing an expression of interest process relating to the granting of leases at 25 Finn Place, Panmure;

b) grant a short-term community lease to the Te Whangai Trust Board for the land at 25 Finn Place Panmure described as Section 2 SO Plan 70377 containing 1,4860 hectares more or less, pursuant to the provisions of the Local Government Act 2002 for a term of six months less one day commencing 24 March 2020;

c) note that staff will undertake public notification and iwi engagement for a longer-term lease for the land at 25 Finn Place, Panmure;

d) appoint a hearings panel to consider any potential objections received following the public notification and for the panel to make a decision;

e) grant, subject to the resolution of any objections to the lease, a community lease for the land at 25 Finn Place Panmure described as Section 2 SO Plan 70377 containing 1,4860 hectares more or less, pursuant to the provisions of the Local Government Act 2002 subject to;

i) a commencement date of 24 September 2020;

ii) an initial lease term of five (5) years with one right of renewal of five (5) years;

iii) a rental of $1 plus GST per annum if demanded;

iv) the inclusion of a Community Outcomes Plan;

f) all other terms and conditions to accord with the provisions of the Auckland Council Community Occupancy Guidelines 2012.

Context

6. The Te Whangai Trust Board (the Trust) in partnership with Auckland Transport, Auckland Council and Ngāti Paoa are establishing a plant nursery in Panmure. The nursery will provide training opportunities in horticulture and supply plants to be used in works projects across the region.

7. The local board has already given landowner approval to allow the Trust to move classroom buildings onto the site and to establish the nursery. A short-term lease must now be granted to allow the Trust to undertake establishment works.

8. As the land is held by Auckland Council under the provisions of the Local Government Act 2002, there are statutory processes to be undertaken prior to any approval for leases longer than six months. However, leases of less than six months in duration, do not require the statutory processes to be undertaken.
Authorisation of the urgent decision-making process

Signed by Nina Siers
Relationship Manager,
Maungakiekie-Tāmaki and Puketāpapa Local Boards  Date: 30/3/2020

Approval to use the urgent decision-making process

Chris Makore
Chairperson, Maungakiekie-Tāmaki Local Board  Date: 9/04/2020

Debbie Burrows
Deputy Chairperson, Maungakiekie-Tāmaki Local Board  Date: 9/04/2020

Maungakiekie-Tāmaki Local Board Resolution/s

That the Maungakiekie-Tāmaki Local Board:

a) approve foregoing an expression of interest process relating to the granting of leases at 25 Finn Place, Panmure;

b) grant a short-term community lease to the Te Whangai Trust Board for the land at 25 Finn Place Panmure described as Section 2 SO Plan 70377 containing 1.4860 hectares more or less, pursuant to the provisions of the Local Government Act 2002 for a term of six months less one day commencing 24 March 2020;

c) note that staff will undertake public notification and iwi engagement for a longer-term lease for the land at 25 Finn Place, Panmure;

d) appoint a hearings panel to consider any potential objections received following the public notification and for the panel to make a decision;

e) grant, subject to the resolution of any objections to the lease, a community lease for the land at 25 Finn Place Panmure described as Section 2 SO Plan 70377 containing 1.4860 hectares more or less, pursuant to the provisions of the Local Government Act 2002 subject to;
i) a commencement date of 24 September 2020;
ii) an initial lease term of five (5) years with one right of renewal of five (5) years;
iii) a rental of $1 plus GST per annum if demanded;
iv) the inclusion of a Community Outcomes Plan;
f) all other terms and conditions to accord with the provisions of the Auckland Council
   Community Occupancy Guidelines 2012.

______________________________
Chris Makore
Chairperson, Maungakiekie-Tāmaki Local Board Date: 9/04/2020

______________________________
Debbie Burrows
Deputy Chairperson, Maungakiekie-Tāmaki Local Board Date: 9/04/2020
Granting a new community lease to Te Whangai Trust Board
25 Finn Place Panmure

File No.: CP2020/03675

Te take mō te pūrongo

Purpose of the report
1. To grant two community leases being a short-term lease to allow the establishment works to occur and a longer-term lease to allow for continued occupation to The Te Whangai Trust Board at the property at Finn Place Esplanade Reserve, 25 Finn Place, Panmure.

Whakarāpopototangatanga matua

Executive summary
2. The Te Whangai Trust Board (the Trust) in partnership with Auckland Transport, Auckland Council and Ngāti Paoa are establishing a hub at Panmure. The Trust wish the occupy land at 25 Finn Place to establish a plant nursery to provide training opportunities in horticulture and supply plants to be used in works projects across the region.

3. The Trust is keen to get the project underway and while they have landowner approval for the proposal, a lease agreement to occupy the land is required.

4. The Maungakiekie-Tāmaki Local Board are supportive of the proposal and have already considered the matter when granting landowner approval.

5. As the land is held by Auckland Council under the provisions of the Local Government Act 2002, there are statutory processes to be undertaken prior to any approval for leases longer than six months. However, leases of less than six months in duration, do not require the statutory processes to be undertaken.

6. This report recommends that a short-term lease is granted for immediate implementation of the project. In addition, the report recommends that approval for a longer-term lease is granted subject to the completion of the statutory processes.

Ngā tūtohunga

Recommendation/s
That the Maungakiekie-Tāmaki Local Board:

a) approve foregoing an expression of interest process relating to the granting of leases at 25 Finn Place, Panmure;

b) grant a short-term community lease to the Te Whangai Trust Board for the land at 25 Finn Place Panmure described as Section 2 SO Plan 70377 containing 1.4860 hectares more or less, pursuant to the provisions of the Local Government Act 2002 for a term of six months less one day commencing 24 March 2020;

c) note that staff will undertake public notification and iwi engagement for a longer-term lease for the land at 25 Finn Place, Panmure;

d) appoint a hearings panel to consider any potential objections received following the public notification and for the panel to make a decision;

(e) grant, subject to the resolution of any objections to the lease, a community lease for the land at 25 Finn Place Panmure described as Section 2 SO Plan 70377 containing 1.4860 hectares more or less, pursuant to the provisions of the Local Government Act 2002 subject to:

i) a commencement date of 24 September 2020;
ii) an initial lease term of five (5) years with one right of renewal of five (5) years;
iii) a rental of $1 plus GST per annum if demanded;
iv) the inclusion of a Community Outcomes Plan;
f) all other terms and conditions to accord with the provisions of the Auckland Council Community Occupancy Guidelines 2012.

Horopaki
Context
7. Land at 25 Finn Place has been unused since the building of the adjacent south eastern highway.
8. The Te Whangai Trust Board has identified the site as suitable for a plant nursery to provide an opportunity for people experiencing barriers to employment and as a result of this activity supplying native plants to be used in works projects across the region.
9. This report considers the leasing aspects for occupation of the land by Te Whangai Trust Board.
10. The Maungakiekie-Tāmaki Local Board is the allocated authority relating to local, recreation, sport and community facilities, including community leasing matters.

Tātaritanga me ngā tohutohu
Analysis and advice
The Land
11. The land at 25 Finn Place is described as Finn Place Esplanade Reserve comprising Section 2 SO Plan 70377 containing 1.4860 hectares more or less and held by Auckland Council under the provisions of the Local Government Act 2002. (Attachment A).
12. Although described as Esplanade Reserve in the council GIS system, the land is not currently reserve land under the Reserves Act 1977 provisions.
13. Access to the site is from a driveway across adjacent Transpower New Zealand land. As part of the landowner approval process the Trust obtained consent from Transpower New Zealand for access to the proposed nursery area.

The Proposal
14. The site at 25 Finn Place has been disused since the building of the adjacent south eastern highway.
15. The Trust has identified the site as suitable for a plant nursery, to provide an opportunity for training in horticulture, for people experiencing barriers to employment, and to grow native plants to be used in works projects across the region.
16. The site will be developed to include portable buildings for classrooms and a site office, storage buildings_containers, water storage tank and a plant nursery area.
17. Establishment of the nursery is to be done in conjunction with Auckland Transport which will fund the project and this will be repaid by the Trust with the provision of plants over a period of seven years. The establishment cost is anticipated to be $350,000.
18. The nursery will be operated by a team of approximately 15 who will arrive at and leave the site daily by truck.

The Trust
19. The Te Whangai Trust Board was established in 2007. Its objectives generally are to provide opportunities for people who experience barriers to employment, to have the opportunity for
training and employment in horticulture and to provide plant material to enhance the environment.

20. The Trust operates similar nurseries at four other locations – Miranda, Glenbrook, Pukekohe and Mt Roskill.

21. In making the application for landowner approval the Trust provided a comprehensive package of information including financials, insurance cover details and site safety plans for participants on the site.

The Leases
22. The land is held under the provisions of the Local Government Act 2002. Prior to any grant of a lease for more than six months, council is required to consult with the community on the proposal as set out in section 139 of the Act. Leases of less than six months do not have the notification requirement.

23. The notification process takes some time particularly if there are any submissions from the public. This may delay the implementation of a lease.

24. In this case staff will be recommending a two-step process which is:
   - approve the granting of a new community lease for a term of six months less one day to authorise the occupation of the land and to allow the project to get underway
   - approve the granting of a new community lease to succeed the short-term lease subject to the statutory consultation being undertaken successfully.

25. The term recommended for the succeeding lease will be five years with a renewal term of five years for a total term of 10 years. This accords with the terms outlined in the Auckland Council Community Occupancy Guidelines 2012 and is the term requested by the Trust. All the improvements on the site will be owned by the trust. The Trust will be making a significant investment in establishing the nursery and in conjunction with Auckland Transport who are arranging ongoing commitments for the supply of plants produced.

Expression of Interest
26. The Auckland Council Community Occupancy Guidelines 2012 provide that where a vacant facility or land is available for lease, an expression of interest be carried out to ensure the highest and best use is achieved.

27. The land is essentially landlocked requiring access across land not in council ownership and potential uses are limited.

28. The Trust identified the site as suitable for a plant nursery and no other groups have expressed interest in the site. The activities of the trust will enhance works projects across the region and provide opportunities for disadvantaged people.

29. This report will recommend that the board forgo the expression of interest process.

Tauākī whakaaweawe āhuarangi
Climate impact statement
30. There should be minimal additional greenhouse gas emissions from the nursery and the additional plant material grown on site will mitigate this.

31. Although adjacent to the Tāmaki River the site is elevated and not susceptible to storm events or coastal inundation.

Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera
Council group impacts and views
32. The proposed nursery has wide support including His Worship the Mayor, Auckland Transport and Ngāti Paoa.
Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe
Local impacts and local board views
33. The local board was made aware of the proposal when considering the landowner approval requests late last year and earlier this year and indicated their support for the project at that time.
34. Landowner approval was granted in December 2019 to allow the Trust to move the classroom buildings onto the site. Landowner approval to establish the nursery was granted in February 2020.

Tauākī whakaaweawe Māori
Māori impact statement
35. The proposal has no adverse impact for Māori. The activities of the Trust provide opportunities for all to participate in training opportunities in horticulture.

Ngā ritenga ā-pūtea
Financial implications
36. Establishment costs for the nursery, estimated to be $350,000, are supported by Auckland Transport, as they are a recipient of the plants being produced by the Trust. The repayment of this contribution is by way of the supply of plants to Auckland Transport.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations
37. A minor risk is that the longer-term lease may not be able to be granted within the six months because of an adverse submission to the consultation process. This risk is assessed as minor as any potential objections can be addressed by the nominated hearings panel.

Ngā koringa ā-muri
Next steps
38. Should the local board approve the recommendations outlined in this report, staff will work with the Trust to implement the short-term lease and will undertake the statutory processes and if successfully administered, issue the longer-term lease.

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Attachment A - Lease Area Plan</td>
<td>27</td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Ron Johnson - Lease Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Rod Sheridan - General Manager Community Facilities</td>
</tr>
<tr>
<td></td>
<td>Nina Siers - Relationship Manager for Maungakiekie-Tāmaki Puketapapa</td>
</tr>
</tbody>
</table>
Urgent Decision - New community lease to Te Whangai Trust Board, 25 Finn Place, Panmure.
Urgent Decision - New community lease to Te Whangai Trust Board, 25 Finn Place, Panmure.
Te take mō te pūrongo
Purpose of the report
1. To present the board with the governance forward work calendar.

Whakarāpopototanga matua
Executive summary
2. The governance forward work calendar for the Maungakiekie-Tāmaki Local Board is in Attachment A.
3. The calendar aims to support local boards' governance role by:
   • ensuring advice on meeting agendas is driven by local board priorities
   • clarifying what advice is required and when
   • clarifying the rationale for reports.
4. The calendar is updated every month. Each update is reported to business meetings. It is recognised that at times items will arise that are not programmed. Board members are welcome to discuss changes to the calendar.

Ngā tūtohunga
Recommendation/s
That the Maungakiekie-Tāmaki Local Board:
a) note the attached Governance Forward Work Calendar.

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1</td>
<td>Governance Forward Work Calendar</td>
<td>253</td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Tracey Freeman - Democracy Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Louise Mason - GM Local Board Services</td>
</tr>
<tr>
<td></td>
<td>Nina Siers - Relationship Manager for Maungakiekie-Tamaki Puketapapa</td>
</tr>
</tbody>
</table>
Reports highlighted in blue text reflect a change where a new report is expected or change on the planned date has occurred.

<table>
<thead>
<tr>
<th>Date</th>
<th>Business meeting report topic</th>
<th>Governance Role</th>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>April</td>
<td>Auckland Waters Strategy</td>
<td>Input to regional decision-making</td>
<td>Define board position and feedback</td>
</tr>
<tr>
<td>May</td>
<td>Annual planning (LBA) agree feedback and advocacy</td>
<td>Setting direction / priorities / budget</td>
<td>Define board position and feedback</td>
</tr>
<tr>
<td></td>
<td>Adopt draft Local Board Plans and SCP content</td>
<td>Local initiative / preparing for specific decisions</td>
<td>Formal adoption</td>
</tr>
<tr>
<td>June</td>
<td>Annual planning (LBA) adopt local board agreements, and fees and charges schedule</td>
<td>Local initiative / preparing for specific decisions</td>
<td>Formal adoption</td>
</tr>
<tr>
<td></td>
<td>Annual planning (LBWP) approve work programmes</td>
<td>Setting direction / priorities / budget</td>
<td>Formal approval</td>
</tr>
<tr>
<td>July</td>
<td>Auckland Waters Strategy</td>
<td>Input to regional decision-making</td>
<td>Define board position and feedback</td>
</tr>
<tr>
<td>TBC</td>
<td>Open Space Management Framework</td>
<td>Input to regional decision-making</td>
<td>Define board position and feedback</td>
</tr>
<tr>
<td></td>
<td>Signage Bylaw 2015</td>
<td>Input to regional decision-making</td>
<td>Define board position and feedback</td>
</tr>
<tr>
<td></td>
<td>Water supply and wastewater bylaw review</td>
<td>Input to regional decision-making</td>
<td>Define board position and feedback</td>
</tr>
</tbody>
</table>
Te take mō te pūrongo

Purpose of the report

1. To provide a summary of the Maungakiekie-Tāmaki Local Board workshops for 25 February, 3, 10, 17 and 31 March, 7, 14 and 21 April 2020.

Whakarāpopototanga matua

Executive summary

2. Local board workshops are held to give board members an opportunity to receive information and updates or provide direction and have discussion on issues and projects relevant to the local board area. No binding decisions are made or voted on at workshop sessions.

Ngā tūtohunga

Recommendation/s

That the Maungakiekie-Tāmaki Local Board:

a) note the local board record of workshops held on 25 February, 3, 10, 17 and 31 March, 7, 14 and 21 April 2020.

Ngā tāpirihanga

Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Record of Workshops March 2020</td>
<td>257</td>
</tr>
<tr>
<td>B</td>
<td>Record of Workshops April 2020</td>
<td>261</td>
</tr>
</tbody>
</table>

Ngā kaihaina

Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Tracey Freeman - Democracy Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Louise Mason - GM Local Board Services</td>
</tr>
<tr>
<td></td>
<td>Nina Siers - Relationship Manager for Maungakiekie-Tamaki Puketapapa</td>
</tr>
</tbody>
</table>
Workshop record of the Maungakiekie-Tāmaki Local Board held on 25 February 2020, commencing at 10.00am.

**PRESENT**

Members present for all or part of the workshop day:

- Chris Makoare
- Debbie Burrows
- Don Allan
- Maria Meredith
- Nerissa Henry
- Peter McGlashan
- Tony Woodcock

Apologies: None

<table>
<thead>
<tr>
<th>Workshop Item</th>
<th>Governance role</th>
<th>Summary of Discussions</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADHB – Tamaki Wellbeing Hub</td>
<td>Setting direction / priorities / budget</td>
<td>The board’s position and feedback was sought on the proposed wellbeing hub in Tamaki.</td>
</tr>
<tr>
<td>Karl Bailey</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Local Parks Management Plan</td>
<td>Setting direction / priorities / budget</td>
<td>The board is familiar with the local parks management plan project, what the timelines will be in terms of delivery, and what the board’s role is.</td>
</tr>
<tr>
<td>Elaine Lee, Tania Utley</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Auckland Transport – Glen Innes Cycleway Project</td>
<td>Keeping informed</td>
<td>The board are informed on the status of the Glen Innes Cycleways project.</td>
</tr>
<tr>
<td>Caroline Tavenuhi</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CEU – Strategic Partnerships &amp; Engaged Communities</td>
<td>Keeping informed</td>
<td>The board is updated on the progress of the current work programme that is being delivered by CEU regarding strategic partnerships.</td>
</tr>
<tr>
<td>Therese Lanigan, Potelo Esokielu, Carole Blacklock</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The workshop concluded at 3.00pm.
Workshop record of the Maungakiekie-Tāmaki Local Board held on 3 March 2020, commencing at 10.00am.

PRESENT
Members present for all or part of the workshop day:

- Chris Makorea
- Debbie Burrows
- Don Allan
- Maria Meredith
- Nerissa Henry
- Peter McGlashan
- Tony Woodcock

Apologies: None

<table>
<thead>
<tr>
<th>Workshop Item</th>
<th>Governance role</th>
<th>Summary of Discussions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Facilities Growth Programme &amp; Asset Risk Assessment Programme (ARAP)</td>
<td>Keeping informed</td>
<td>The board members are well informed on the Growth Programme and how it works in the local board area. The board also received an overall view on the monitoring of asbestos in community facilities buildings in the local board area.</td>
</tr>
<tr>
<td>Kathryn Martin, Jonathan Hope, Ben Meadows, Marcel Morgan</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Auckland Transport/AMETI</td>
<td>Keeping informed</td>
<td>The board were provided with an update on the progress of the AMETI project.</td>
</tr>
<tr>
<td>Caroline Tauovih, Matt Polland</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Service Strategy &amp; Integration – Library and Community Services in Panmure</td>
<td>Keeping informed</td>
<td>The board members were provided with an update on the progress of the project and provided their position and feedback to help inform next steps to progress the project further.</td>
</tr>
<tr>
<td>Justine Havés</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Panuku</td>
<td>Keeping informed</td>
<td>The board received an update on the developments of the Unlock Penmur and Transform Onehunga projects within the local board area.</td>
</tr>
<tr>
<td>Clare Thorne, Rachel Hume, Helga Sonier, Gavin Poobles, Mridula Daffadar,</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jason Cauvain, Suzanne Lange, Niko Eisen, Samuditha Rupasinghe</td>
<td></td>
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</tr>
</tbody>
</table>

The workshop concluded at 2.30pm.
Workshop record of the Maungakiekie-Tāmaki Local Board held on 10 March 2020, commencing at 10am.

PRESENT
Members present for all or part of the workshop day:

- Chris Makoare
- Debbie Burrows
- Don Allan
- Maria Meredith
- Nerissa Henry
- Peter McGlashan
- Tony Woodcock

Apologies: None

<table>
<thead>
<tr>
<th>Workshop Item</th>
<th>Governance role</th>
<th>Summary of Discussions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Local Board Plan</strong></td>
<td>Setting direction / priorities / budget</td>
<td>The board members provided feedback on the initiatives to help inform next steps in developing the Local Board Plan.</td>
</tr>
<tr>
<td>Christie McFadyen</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Waikaraka Park Reserve</strong></td>
<td>Setting direction / priorities / budget</td>
<td>The board’s position and feedback was sought on the draft preliminary masterplan.</td>
</tr>
<tr>
<td>Management Plan</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Elaine Lee, Shyrel Burt, Amy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Collingbourne</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>DPO &amp; TRC</strong></td>
<td>Keeping informed</td>
<td>The board are well informed on both the DPO and TRC, and are updated on the projects in the local board area.</td>
</tr>
<tr>
<td>Evonne Geluk, Joanna Brain, Adam</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Johnstone, Yu-Ning Liu, Alina</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wimmer, Fiona Wright</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The workshop concluded at 2.30pm
Workshop record of the Maungakiekie-Tāmaki Local Board held on Tuesday 17 March 2020, commencing at 10.00am.

PRESENT

Members present for all or part of the workshop day:

Chris Makoare
Don Allan
Maria Meredith
Narissa Henry
Peter McGlashan
Tony Woodcock

Apologies: Debbie Burrows

<table>
<thead>
<tr>
<th>Workshop Item</th>
<th>Governance role</th>
<th>Summary of Discussions</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSR – Amenities in Parks Service Assessment</td>
<td>Setting direction / priorities / budget</td>
<td>That the board are well informed on the Amenities in Parks Service Assessment and the board’s position and feedback was sought.</td>
</tr>
<tr>
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<tr>
<td></td>
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</tr>
<tr>
<td>Draft Local Board Programme</td>
<td>Setting direction / priorities / budget</td>
<td>The board provided their position and feedback on the proposed draft local board work programme prior to approval in June 2020.</td>
</tr>
<tr>
<td></td>
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<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Local Board Plan</td>
<td>Setting direction / priorities / budget</td>
<td>To continue discussions around initiatives to help develop next steps.</td>
</tr>
<tr>
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</tbody>
</table>

The workshop concluded at 2.30pm.
Workshop record of the Maungakiekie-Tāmaki Local Board held on 31 March 2020, commencing at 10.00am.

PRESENT

Members present for all or part of the workshop day:

- Chris Makoare
- Debbie Burrows
- Don Allan
- Maria Meredith
- Nerissa Henry
- Peter McGlashan
- Tony Woodcock

Apologies: None

<table>
<thead>
<tr>
<th>Workshop Item</th>
<th>Governance role</th>
<th>Summary of Discussions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Waikaraka Park Reserve Management Plan</td>
<td>Keeping informed &amp; Setting direction / priorities / budget</td>
<td>The draft masterplan was discussed and the board provided feedback to help inform next steps.</td>
</tr>
<tr>
<td>Elaine Lee, Shyrel Burt, Amy Collingbourne</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Local Board Plan - Population Wellbeing and Injury Prevention Profile</td>
<td>Setting direction / priorities / budget</td>
<td>The board discussed the findings from population wellbeing and injury profiles and provided their position and feedback to help inform next steps to address population wellbeing and injury prevention.</td>
</tr>
<tr>
<td>Wayne Levick, Ailsa Wilson</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Waste Solutions – Onehunga Community Recycling Centre</td>
<td>Keeping informed</td>
<td>The local board is updated on current project status and provided feedback on the project.</td>
</tr>
<tr>
<td>Emma Cowie, Ban Najim Aldin</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The workshop concluded at 12.30pm.
Workshop record of the Maungakiekie-Tāmaki Local Board held on 7 April 2020, commencing at 10.00am.

PRESENT
Members present for all or part of the workshop day:

Chris Makoare
Debbie Burrows
Maria Meredith
Narissa Henry
Peter McGlashan
Tony Woodcock

Apologies: Don Allan

<table>
<thead>
<tr>
<th>Workshop Item</th>
<th>Governance role</th>
<th>Summary of Discussions</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIDs – Panmure Business Association, Glen Innes Business Association, Onehunga Business Association</td>
<td>Keeping informed</td>
<td>The board have received each of the BIDs annual accountability report.</td>
</tr>
<tr>
<td>Paul Thompson, Chris Sutton, Amanda Weligreen, Gary Holmes</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Community Facilities</td>
<td>Keeping informed</td>
<td>The local board received an update on Community Facilities with regards to operations and project delivery.</td>
</tr>
<tr>
<td>Marcel Morgan, Vandna Kirmani</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The workshop concluded at 12.30pm.
Workshop record of the Maungakiekie-Tāmaki Local Board held on 14 April 2020, commencing at 10am:

**PRESENT**

Members present for all or part of the workshop day:

Chris Makoare  
Debbie Burrows  
Don Allan  
Maria Meredith  
Nerissa Henry  
Peter McGlashan  
Tony Woodcock

Apologies: None

<table>
<thead>
<tr>
<th>Workshop Item</th>
<th>Governance role</th>
<th>Summary of Discussions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Onehunga Needs Assessment</strong></td>
<td>Keeping informed &amp; Setting direction / priorities / budget</td>
<td>The local board provided their position and feedback on the findings presented to help inform a formal decision at the board’s next business meeting.</td>
</tr>
<tr>
<td>Sophie Bell, Bex Ah Fook, Anita Coy-Macken, Andy Adams, Rachel Hume</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Community Facilities Leasing</strong></td>
<td>Setting direction / priorities / budget</td>
<td>The local board provided their position and feedback on the two recommendations to help inform a formal decision at the board’s next business meeting.</td>
</tr>
<tr>
<td>Valerie Vui, Marcel Morgan</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The workshop concluded at 12.30pm
Workshop record of the Maungakiekie-Tāmaki Local Board held on Tuesday 21 April 2020, commencing at 10.00am.

PRESENT

Members present for all or part of the workshop day:

Chris Makoare
Debbie Burrows
Don Allan
Maria Meredith
Nerissa Henry
Peter McGlashan
Tony Woodcock

Apologies: None

<table>
<thead>
<tr>
<th>Workshop Item</th>
<th>Governance role</th>
<th>Summary of Discussions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Heritage – MT Local History Project</td>
<td><em>Keeping informed &amp; Setting direction / priorities / budget</em></td>
<td>That the board are updated on the progress of the project and provided their position and feedback to help inform next steps.</td>
</tr>
<tr>
<td>Anna Boyer, Sue Berman</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Auckland Transport – Local Board</td>
<td><em>Setting direction / priorities / budget</em></td>
<td>The board provided their position and feedback on the proposed projects that have been identified for the Transport Capital Fund.</td>
</tr>
<tr>
<td>Transport Capital Fund</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Caroline Tauevihi</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The workshop concluded at 12.30pm.