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

**Date:** Wednesday, 6 May 2020  
**Time:** 6.00pm  
**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

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**Whau Local Board**  
**OPEN AGENDA**

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**MEMBERSHIP**

**Chairperson** Kay Thomas  
**Deputy Chairperson** Susan Zhu  
**Members**  
Fasitua Amosa, Catherine Farmer, Ulalemamae Te’eva Matafai, Warren Piper, Jessica Rose

(Quorum 4 members)

---

Rodica Chelaru  
Democracy Advisor - Whau  

1 May 2020

Contact Telephone: 021 02185527  
Email: rodica.chelaru@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. Specifically members are asked to identify any new interests they have not previously disclosed, an interest that might be considered as a conflict of interest with a matter on the agenda.

The following are declared interests of the Whau Local Board:

<table>
<thead>
<tr>
<th>Member</th>
<th>Organisation</th>
<th>Position</th>
</tr>
</thead>
</table>
| Kay Thomas      | • New Lynn Citizens Advice Bureau  
                   • Friends of Arataki  
                   • Western Quilters                                             | Volunteer  
                   Committee member  
                   Member                                                      |
| Susan Zhu       | • Chinese Oral History Foundation  
                   • The Chinese Garden Steering Committee of Auckland         | Committee member  
                   Board Member                                                 |
| Fasitua Amosa   | • Equity NZ  
                   • Massive Theatre Company  
                   • Avondale Business Association                               | Vice President  
                   Board member  
                   A family member is the Chair                                  |
| Catherine Farmer| • Avondale-Waterview Historical Society  
                   • Blockhouse Bay Historical Society  
                   • Portage Licensing Trust  
                   • Blockhouse Bay Bowls  
                   • Forest and Bird organisation  
                   • Grey Power                                                      | Member  
                   Member  
                   Trustee  
                   Patron  
                   Member  
                   Member                                                      |
| Te‘eva Matafai  | • Pacific Events and Entertainment Trust  
                   • Miss Samoa NZ  
                   • Malu Measina Samoan Dance Group  
                   • Pasifika Festival Village Coordinators Trust ATEED  
                   • Aspire Events                                                  | Co-Founder  
                   Director  
                   Director/Founder  
                   Chairperson  
                   Director                                                     |
| Warren Piper    | • New Lynn RSA  
                   • New Lynn Business Association                                  | Associate Member  
                   Member                                                      |
| Jessica Rose    | • Women in Urbanism-Aotearoa, Auckland Branch  
                   • Kainga ora  
                   • Forest & Bird  
                   • Big Feels Club  
                   • Frocks on Bikes  
                   • Bike Auckland                                                 | Committee member  
                   Programme manager  
                   Sustainability  
                   Member  
                   Patron  
                   Former co-chair  
                   Former committee member                                           |
Member appointments
Board members are appointed to the following bodies. In these appointments the board members represent Auckland Council.

<table>
<thead>
<tr>
<th>External organisation</th>
<th>Leads</th>
<th>Alternate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aircraft Noise Community Consultative Group</td>
<td>Warren Piper</td>
<td>Catherine Farmer</td>
</tr>
<tr>
<td>Avondale Business Association</td>
<td>Kay Thomas</td>
<td>Warren Piper</td>
</tr>
<tr>
<td>Blockhouse Bay Business Association</td>
<td>Warren Piper</td>
<td>Fasitua Amosa</td>
</tr>
<tr>
<td>New Lynn Business Association</td>
<td>Susan Zhu</td>
<td>Kay Thomas</td>
</tr>
<tr>
<td>Rosebank Business Association</td>
<td>Fasitua Amosa</td>
<td>Warren Piper</td>
</tr>
<tr>
<td>Whau Coastal Walkway Environmental Trust</td>
<td>Fasitua Amosa</td>
<td>Jessica Rose</td>
</tr>
</tbody>
</table>

4 Confirmation of Minutes
That the Whau Local Board:
- confirm the ordinary minutes of its meeting, held on Wednesday, 26 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 Whau 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.”
Ward Councillor's update

File No.: CP2020/04550

Te take mō te pūrongo
Purpose of the report

1. To receive a written and verbal update from Whau Ward Councillor Tracy Mulholland.
2. A period of 10 minutes has been set aside for the Whau Ward Councillor to have an opportunity to update the Whau Local Board on regional matters.

Ngā tūtohunga
Recommendation

That the Whau Local Board:

a) receive and thank Whau Ward Councillor, Tracy Mulholland, for her update.

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
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Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Rodica Chelaru - Democracy Advisor - Whau</th>
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<tr>
<td>Authorisers</td>
<td>Glenn Boyd - Relationship Manager Henderson-Massey, Waitākere Ranges, Whau</td>
</tr>
</tbody>
</table>
Whau Ward Councillor Report

General update / Executive summary
- The COVID-19 era is a huge change for everyone and my thanks go to all community members and residents who have worked together to support each other during the pandemic. As Councillor I have been responding to resident and business questions.
- The pandemic has had significant financial implications for Council as well as for our community. The Emergency Budget will be developed to respond to this. There will be increased provision for rates postponements for those people and businesses who have been impacted by the pandemic.

Committee meetings and workshops
- Governing Body Committees (excluding Audit and Risk) have been replaced by a weekly Emergency Committee meeting during the lockdown. Key issues have included:
  - Endorsement of Auckland Council’s list of “Shovel Ready” projects. Several of the projects put forward by the Whau Local Board have been put forward as high priority projects including the Te Whau Pathway and the New Lynn to Avondale Cycleway Scheme, Olinker Place Development Stormwater Trunk Provision and the Wolverton Culvert works.
  - Budget for 2020/21 financial year. An Emergency budget is being developed to respond to the pandemic.
  - Approval of Auckland Regional Amenities Funding Act (ARAF.A) grant.

Events and other meetings
- 10 March - Seniors Advisory Panel Assessments. Participated in the Seniors Advisory Panel Assessment at Te Manawa as liaison Councillor to the Seniors Advisory Panel. The recruitment process for all demographic panels has been delayed by the lockdown.
- 20 April - Sport Waitakere Meeting. Meeting to discuss the needs of local sports clubs and community in light of the pandemic.

Regional consultation topics
- Consultation on the Emergency Budget will take place in late May/early June.

Local issues
- The Auckland Council food distribution programme provided food parcels to the Glenavon and Generation Ignite foodbanks so that these groups could continue their vital work during the lockdown. The Kelston Community Hub has had support from Vision West to keep going during the lockdown.

Recommendation
That this report be received.
Whau Local Board decisions and input into the Annual Budget 2020/2021

File No.: CP2020/04988

Te take mō te pūrongo

Purpose of the report

1. To seek approval for local financial matters for the local board agreement 2020/2021, which need to be considered by the Governing Body in the Annual Budget 2020/2021 process.

2. To seek feedback on regional topics in the Annual Budget 2020/2021.

Whakarāpopototanga matua

Executive summary

3. Our Annual Budget contains 21 local board agreements which are the responsibility of local boards to agree with the governing body. These agreements set out local funding priorities, budgets, levels of service, and performance measures.

4. Auckland Council publicly consulted from 21 February to 22 March 2020 to seek community views on the proposed Annual Budget 2020/2021 and local board priorities to be included in the local board agreements (Consultation part 1).

5. Since this consultation was undertaken, the COVID-19 pandemic has exerted significant pressure on the council’s financial position, which will have flow on effects for the proposed budget for the 2020/2021 financial year. The council is now considering what those impacts are likely to be, and plan to ask Aucklanders for their views on certain aspects of Auckland Council’s proposed ‘emergency budget’ in response to the financial impacts of COVID-19 (Consultation part 2).

6. Local boards are required to receive the feedback on the proposals in consultation part 1, which are not affected by the changes being considered by the council and therefore will not be subject to further consultation, and make decisions on them. This must be done before consultation part 2 can get underway, so the scope of consultation part 2 is clear.

7. This report seeks decisions on local financial matters for the local board agreement, including:
   a) any new/amended Business Improvement District (BID) targeted rates
   b) any new/amended local targeted rate proposals
   c) proposed Locally Driven Initiative (LDI) capital projects outside local boards’ decision-making responsibility
   d) release of local board specific reserve funds.

8. The council received feedback in person at community engagement events and through written forms, including online and hard copy forms, emails and letters.

9. This report summarises consultation feedback on the proposed Annual Budget 2020/2021, including on local board priorities for 2020/2021.

10. The Whau Local Board consulted on the following priorities:
    • **Natural and Built Facilities**: high level of service through provision of quality, and linked up parks and open spaces, playgrounds, libraries, community and recreation facilities; and activating these spaces in a way that is inclusive of all cultures.
    • **Sustainability**: reducing energy demands and carbon emissions, and empowering communities to enhance own environment, with a focus on the Whau River and its tributaries. Support Council climate change initiatives.
• **Swimming Pool**: progression of site location for swimming pool facility in the Whau.

• **Public Transport**: support the public transport ethos by making it an easy option. This might include a review of public transport services, or other mechanisms to encourage public transport uptake – for example increased park and ride capacity.

• **Continuation**: Avoiding major changes to existing work programme for 2020/2021 - continue to prioritize the outcomes identified in the current Local Board Plan.

11. 136 submissions were received on the Whau local board priorities for 2020/2021, showing that the majority of people either support most (37%) or support all (45%) of the local board’s priorities.

12. This report seeks local board views on the proposed regional Annual Budget topics including:

- the changes to rates and fees, key proposals:
  - waste management targeted rate
  - refuse collection in former Auckland City and Manukau City
  - Waitākere rural sewerage service and targeted rate

- the draft Tūpuna Maunga o Tamaki Makaurau Authority – Operational Plan 2020/2021

- other budget information.

13. Local board views on these regional matters will be considered by the Governing Body (or relevant committee) before making final decisions on the Annual Budget 2020/2021.

14. 4,765 submissions were received on the regional proposals in the Annual Budget 2020/2021.

15. Local board views on these regional matters will be considered by the Governing Body (or relevant committee) before making final decisions on the Annual Budget.

16. Auckland Council also consulted on the Council-Controlled Organisations (CCO) Review at the same time. The feedback received on this will be presented at a later date.

**Ngā tūtohunga Recommendations**

That the Whau Local Board:

a) receive consultation feedback on the proposed Whau Local Board priorities for 2020/2021

b) receive consultation feedback on regional proposals in the Annual Budget 2020/2021 from people or organisations based in the Whau local board area

c) provide feedback on the Annual Budget 2020/2021

d) confirm its key advocacy priorities for 2020/2021.

**Horopaki Context**

17. Local board agreements form part of the Auckland Council’s Annual Budget and set out local funding priorities, budgets, levels of service and performance measures.

18. Auckland Council publicly consulted from 21 February to 22 March 2020 to seek community views on the proposed Annual Budget 2020/2021 and local board priorities to be included in the local board agreements. This is now referred to as consultation part 1.
19. Since this consultation was undertaken, the COVID-19 pandemic has exerted significant pressure on the council’s financial position, which will have flow on effects for the proposed budget for the 2020/2021 financial year. Work to date on the proposed Annual Budget will need to be adjusted to consider the new financial realities facing Auckland.

20. The financial report presented to the Emergency Committee during April 2020 indicated potential reductions in cash revenue of $350-650m for financial year 2020/2021, depending on the length and extent of the disruption caused by COVID-19. The Emergency Committee requested staff provide further information to the Governing Body on the impacts of the various scenarios modelled against a rates increase of between 0 per cent and 3.5 per cent. They also resolved that further public consultation on the Annual Budget would include considering whether to adopt a 2.5 per cent rather than 3.5 per cent general rates increase for the 2020/2021 financial year, among a suite of other measures aimed at offering support to all ratepayers, including businesses, facing hardship due to the impacts of COVID-19.

21. The council is planning to ask Aucklanders for their views on certain aspects of Auckland Council’s proposed ‘emergency budget’ in response to the financial impacts of COVID-19. It is anticipated this will be carried out from late May until mid-June 2020. This will be in addition to the Annual Budget 2020/2021 consultation we have already carried out from February to March 2020. This is referred to as consultation part 2.

22. Consultation part 2 is unlikely to revisit any of the specific proposals in consultation part 1. Therefore, the local boards and the governing body are required to receive the feedback on these proposals and make decisions on them. This must be done before consultation part 2 can get underway so it is clear what decisions have already been made, and what decisions will be made after consultation part 2.

23. Further, some of the proposed changes to fees and charges required a Special Consultative Procedure (SCP) and the requirements for this were met in consultation part 1. It is important to complete this statutory process, especially where consultation part 2 will not be relevant to the decisions on these fees and charges.

24. This report includes analysis of the consultation feedback on the Whau Local Board priorities proposed for 2020/2021, and on the regional proposals in the Annual Budget 2020/2021 from people or organisations based in the Whau Local Board area.

Local financial matters for the local board agreement

25. This report allows the local board to agree its input and recommend other local financial matters to the Governing Body in May 2020. This is to allow time for the Governing Body to consider these items in the Annual Budget process.

26. The Whau Local Board area had no new local targeted rate proposal nor any new BID targeted rate proposals.

27. The Whau Local Board has not identified any new capital projects that exceed $1 million of LDI budget for the coming year and aims instead to progress or conclude existing LDI projects currently on the work programme.

28. Auckland Council also consulted on the review of CCOs during the same period as the Annual Budget, from 21 February to 22 March 2020. An independent panel was appointed by Auckland Council to examine three areas: (1) the CCO model, roles and responsibilities, (2) the accountability of CCOs, and (3) CCO culture. Local boards had the opportunity to provide input into this in March 2020.

29. After receiving feedback, the panel will report on key issues, community and stakeholder feedback to the council in May 2020. The panel will provide a final report and recommendations to the council in July 2020.

30. Local boards have a statutory responsibility for identifying and communicating the interests and preferences of the people in its local board area in relation to the context of the strategies, policies, plans, and bylaws of Auckland Council. This report provides an opportunity for the local board to provide input on the Annual Budget.
31. Local Board Plans reflect community priorities and preferences, and are key documents that guide both the development of local board agreements and input into regional plans.

**Types of feedback**

32. Overall Auckland Council received feedback from 4,765 people in the consultation period. Types of feedback is broken down as follows:

<table>
<thead>
<tr>
<th>Submission type</th>
<th>No.</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Online</td>
<td>2107</td>
<td>44%</td>
</tr>
<tr>
<td>Hard copy forms</td>
<td>1291</td>
<td>27%</td>
</tr>
<tr>
<td>Email</td>
<td>422</td>
<td>9%</td>
</tr>
<tr>
<td>Other</td>
<td>8</td>
<td>0%</td>
</tr>
<tr>
<td>Event</td>
<td>793</td>
<td>17%</td>
</tr>
<tr>
<td>Informal forms</td>
<td>144</td>
<td>3%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>4765</td>
<td>100%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Submitter group</th>
<th>No.</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>An individual</td>
<td>4600</td>
<td>97%</td>
</tr>
<tr>
<td>Organisation</td>
<td>165</td>
<td>3%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>4765</td>
<td>100%</td>
</tr>
</tbody>
</table>

**Tātaritanga me ngā tohutohu**

**Analysis and advice**

**Feedback received on Whau Local Board priorities for 2020/2021**

33. The Whau Local Board consulted on the following priorities:

- **Natural and Built Facilities**: high level of service through provision of quality, and linked up parks and open spaces, playgrounds, libraries, community and recreation facilities; and activating these spaces in a way that is inclusive of all cultures.

- **Sustainability**: reducing energy demands and carbon emissions, and empowering communities to enhance own environment, with a focus on the Whau River and its tributaries. Support Council climate change initiatives.

- **Swimming Pool**: progression of site location for swimming pool facility in the Whau

- **Public Transport**: support the public transport ethos by making it an easy option. This might include a review of public transport services, or other mechanisms to encourage public transport uptake – for example increased park and ride capacity.

- **Continuation**: Avoiding major changes to existing work programme for 2020/2021 - continue to prioritize the outcomes identified in the current Local Board Plan.

34. It is noted that the site identification of the proposed Whau aquatic and recreation facility and any initiatives around improvements to public transport would be advocacy issues for the local board.

**Feedback received**

35. To provide context to the feedback received, it is helpful to remind readers that the Whau local board area includes the suburbs of New Lynn, Avondale, New Windsor, Glenavon, Blockhouse Bay, Green Bay and Kelston. The main business centres are located around Rosebank Road, Avondale and New Lynn. The 2018 census recorded 79,356 people as usually living in Whau Local Board Area:

- 40.4% identified as European (compared to 53.5% Auckland).
- 40.3% identified as Asian ethnicity (compared to 28.2% Auckland).
• 18.7% identified as Pacific Peoples (compared to 15.5% Auckland).
• 9.9% identified as Māori (compared to 11.5% Auckland).

36. 136 submissions were received on Whau Local Board priorities for 2020/2021, including submissions from persons out of area but who had connections (for example, lived in a neighbouring board area but use parks in the Whau). 72 submissions were provided online; 60 in hard copy and four via email.

37. The Whau Local Board sought feedback at several community events and invited the public to a Have Your Say event at the local board office on 26 February 2020.

38. The submissions received from the Whau community typically either directly related to the issues raised in the local board’s priorities or the regional topics. The pie chart (Figure 2) shows feedback to the Whau, from Whau, as well as non-Whau residents to the direct question, “Are we on the right track with our priorities?” The majority of respondents either support most (37%) or support all (45%) of the Whau Local Board’s priorities.

![Figure 2](image)

**Feedback on other local topics**

39. There were no new local issues being collectively addressed at a significant enough level to trigger a deviation from the local board’s original drafted priorities. Some incidental local commentary is reflected as follows:

- Avondale regeneration – mixed views were expressed but generally there was a desire to see this progress (including the new multipurpose facility)
- Support for improvements to Memorial Square, New Lynn, including increased shade and shelter
- Support for more safer, separated cycling infrastructure
- Support for progression of Te Whau Pathway
- Do more for disabled people
- Support for public acquisition of the Avondale Racecourse
- Support for exotic planting to be included in parks and town centres
• Support for tailoring all council businesses to achieve best environmental outcomes – includes suggestion that council or government related demolitions should recycle as much material as possible rather than dump
• Support for reduction of bureaucracy and concentrating on core business
• Support for recycling at fair cost
• Support vendors in parks

Requests for local funding
40. There was a single request for local funding from the Whau Coastal Walkway Environmental Trust towards the development of the Te Whau Pathway. It is noted that this has been a key advocacy issue for the Whau Local Board.

Information on submitters
41. The data gathered from persons giving their gender and age reveals 50 men and 73 women (Figure 3).
42. The Whau has a very diverse community (ref para 27); therefore, it is worth noting that out of the 122 submitters that provided ethnicity information, there were 24 Pacific people (18 of whom identified as Samoans), 40 Asians (31 identified as Chinese and perhaps disappointingly given the high Indian population, only 8 Indians). Two respondents identified themselves as Maori. Europeans were the highest respondents with a count of 54 (Figure 4).

Overview of feedback received on the Annual Budget from Whau Local Board area
43. The Annual Budget 2020/2021 sets out our priorities and how we’re going to pay for them. The regional consultation on the proposed Annual Budget focused on changes to rates and fees and included a proposed waste management targeted rate.
44. Other proposals included refuse collection in former Auckland City and Manukau City and the Waitākere rural sewerage service and targeted rate.
45. A majority of Whau residents who made submissions on these topics supported the proposals. Non-support would have meant the costs for area specific services would need to be carried by all ratepayers across Auckland rather than adopting a “user pay” approach. Whau responses on these key issues are summarised below (Figures 5, 6 and 7), alongside overall regional responses with an overview of any other areas of feedback on regional proposals with a local impact.

Question 1: Waste management targeted rate
Aucklanders were asked about a proposal to increase the waste management targeted rate. The cost of responsibly dealing with our kerbside recycling (paper, cardboard and plastics) has increased due to international market conditions.
To pay for this we propose to charge only those who use the service by increasing the targeted rate by $19.97 a year or $0.38 a week (the total cost changing from $121.06 to $141.03 incl. GST).

If we do not do this, we would have to fund the shortfall by increasing general rates for all ratepayers, including those who don’t get a kerbside collection service.

### 1-Q1 Waste management targeted rate

<table>
<thead>
<tr>
<th></th>
<th>Whau Count</th>
<th>Whau %</th>
<th>Auckland Regional Count</th>
<th>Auckland Regional %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Do you support our proposal?</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Support</td>
<td>49</td>
<td>65%</td>
<td>1943</td>
<td>68%</td>
</tr>
<tr>
<td>Do not support</td>
<td>21</td>
<td>28%</td>
<td>662</td>
<td>23%</td>
</tr>
<tr>
<td>Other</td>
<td>5</td>
<td>7%</td>
<td>271</td>
<td>9%</td>
</tr>
<tr>
<td>Total</td>
<td>75</td>
<td>100.00%</td>
<td>2881</td>
<td>100.00%</td>
</tr>
</tbody>
</table>

Figure 5

### Refuse collection in former Auckland City and Manukau City

**Question 2: Refuse collection in former Auckland City and Manukau City**

Aucklanders were asked about a proposal to increase the waste management targeted rate.

In the old Auckland City and Manukau City Council areas, households pay for rubbish through a targeted rate. In other parts of the city, residents pay for their collection via Pay As You Throw. The targeted rate for the Auckland City and Manukau City Council areas no longer meets the cost of collection.

To cover this extra cost we propose increasing the targeted rate in these areas by $14.23 a year or $0.27 a week for a 120 litre bin (the total cost changing from $129.93 to $144.16 incl. GST), and an additional $6.68 a year or $0.13 a week for a large 240 litre bin (the total cost changing from $191 to $211.91 incl. GST).

If we do not do this, we would have to increase general rates for all ratepayers, including those living outside these two areas who would subsidise residents of old Auckland and Manukau cities.

<table>
<thead>
<tr>
<th></th>
<th>Whau Count</th>
<th>Whau %</th>
<th>Auckland Regional Count</th>
<th>Auckland Regional %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Do you support our proposal?</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Support</td>
<td>46</td>
<td>68%</td>
<td>1803</td>
<td>65%</td>
</tr>
<tr>
<td>Do not support</td>
<td>19</td>
<td>28%</td>
<td>609</td>
<td>22%</td>
</tr>
<tr>
<td>Other</td>
<td>3</td>
<td>4%</td>
<td>341</td>
<td>12%</td>
</tr>
<tr>
<td>Total</td>
<td>68</td>
<td>100.00%</td>
<td>2753</td>
<td>99.00%</td>
</tr>
</tbody>
</table>

Figure 6

### Question 3: Waitākere rural sewerage service and targeted rate

Aucklanders were asked about a proposal to increase the Waitākere rural sewerage service and targeted rate.

Last year we consulted on removing the septic tank pumpout service funded by a targeted rate. While feedback indicated a willingness to go ahead with the removal of this service in the Henderson-Massey and Upper Harbour local board areas, residents of the Waitākere Ranges local board area said they wanted to keep the service. The cost of delivering this service is higher than the current targeted rate of $198.43.

Our proposal, for those in the Waitākere Ranges local board area who want the service, is to recover the full cost by increasing the targeted rate to between $260 and $320 a year (incl. GST). This increase would apply from July 2021.
If we do not do this, the council could end the service, or continue to subsidise the cost of the service to septic tank users in the Waitākere Ranges local board area from all general ratepayers, including those who don’t use the service.

<table>
<thead>
<tr>
<th>3-Q3 Waitakere rural sewerage service and targeted rate</th>
<th>Whau Count</th>
<th>Whau %</th>
<th>Auckland Regional Count</th>
<th>Auckland Regional %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Do you support our proposal?</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Support - continue the service</td>
<td>43</td>
<td>70%</td>
<td>1553</td>
<td>67%</td>
</tr>
<tr>
<td>Do not support/ end the service</td>
<td>11</td>
<td>18%</td>
<td>527</td>
<td>23%</td>
</tr>
<tr>
<td>Do not support - continue the Waitakere septic tank service subsidised by all general ratepayers</td>
<td>7</td>
<td>11%</td>
<td>246</td>
<td>11%</td>
</tr>
<tr>
<td>Total</td>
<td>61</td>
<td></td>
<td>2326</td>
<td></td>
</tr>
</tbody>
</table>

**Other feedback**

46. In Whau, 12 submitters referenced the proposed change to the way Swimming Pool inspections are billed. This feedback is likely based on experience and yet the feedback was varied: six in support, four did not support and two with different ideas.

47. Local commentary on transport was mostly in support of more and safer shared paths; better and uncongested public transport arterials - including one proponent for light rail; and one commentator was opposed to what they considered excessive spending on projects such pedestrian crossings.

48. The minimal or lack of feedback received on other matters consulted on could reasonably be understood as being due to topics having no current relevance in the Whau Local Board area.

**Tauākī whakaaweawe āhuarangi**

**Climate impact statement**

49. The decisions recommended in this report are procedural in nature and will not have any climate impacts themselves.

50. Some of the proposed projects these would fund may have climate impacts. The climate impacts of any projects Auckland Council chooses to progress with as a result of this, will be assessed as part of the relevant reporting requirements.

51. Some of the proposed projects these would fund will be specifically designed to mitigate climate impact, build resilience to climate impacts, and restore the natural environment.

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

**Council group impacts and views**

52. The Annual Budget is an Auckland Council Group document and will include budgets at a consolidated group level. Consultation items and updates to budgets to reflect decisions and new information may include items from across the group.

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

**Local impacts and local board views**

53. Local board decisions and feedback are being sought in this report. Local boards have a statutory role in providing local board feedback on regional plans.

54. Local boards play an important role in the development of the Annual Budget. Local board agreements form part of the Annual Budget. Local board nominees have also attended Finance and Performance Committee workshops on the Annual Budget.
Tauākī whakaaweawe Māori
Māori impact statement

55. Many local board decisions are of importance to and impact on Māori. Local board agreements and the Annual Budget are important tools that enable and can demonstrate council’s responsiveness to Māori.

56. Local board plans, which were developed in 2017 through engagement with the community including Māori, form the basis of local priorities. There is a need to continue to build relationships between local boards and iwi, and the wider Māori community.

57. The three West Auckland-based local boards, including the Whau Local Board, have engaged a kaiwhakaawe (Māori broker), based at Hoani Waititi Marae, partly to enable more meaningful engagement with the Māori community. It is too soon to assess the impact of this appointment.

58. Ongoing conversations between local boards and Māori will assist to understand each other’s priorities and issues. This in turn can influence and encourage Māori participation in council’s decision-making processes.

59. Some of the proposed projects these would fund may have impacts on Māori. The impacts on Māori of any projects Auckland Council chooses to progress with as a result of this, will be assessed as part of the relevant reporting requirements.

Ngā ritenga ā-pūtea
Financial implications

60. This report is seeking local board decisions on financial matters in local board agreements that need to then be considered by the Governing Body.

61. Local boards are also providing input to regional plans. There is information in the consultation material for each plan with the financial implications of different options.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations

62. Local boards are required to make recommendations on these local financial matters for the Annual Budget by 8 May, in order for the Governing Body to be able to make decisions on them when considering the Annual Budget in May.

Ngā koringa ā-muri
Next steps

63. Local boards will approve their local board agreements and corresponding work programmes.

64. Recommendations and feedback from local boards will be provided to the relevant governing body committees for consideration during decision making at the Governing Body meeting.

65. The dates of these meetings are yet to be determined as the impacts of the Covid-19 pandemic and lockdown are taken into account.

Ngā tāpirihanga
Attachments

There are no attachments for this report.
Item 12

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Antonina Georgetti - Local Board Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Glenn Boyd - Relationship Manager Henderson-Massey, Waitākere Ranges, Whau</td>
</tr>
</tbody>
</table>
Request for Alcohol Ban extension at Blockhouse Bay Beach Reserve

Te take mō te pūrongo

Purpose of the report

1. To seek approval to an extension to the boundary of the existing Blockhouse Bay Beach Reserve night-time alcohol ban (the alcohol ban) to include part of Endeavour Street.

Whakarāpopototanga matua

Executive summary

2. In September 2015 the Whau Local Board resolved to place a night-time alcohol ban over Blockhouse Bay Beach Reserve (WH/2015/19).

3. On 30 August 2019 staff received a request to extend the boundary of the alcohol ban area to the adjacent cul-de-sac carpark at the end of Endeavour Street.

4. Staff assessed the request against legislative criteria and considered three options:
   • Option one: Status quo – no extension to the existing alcohol ban
   • Option two: Extension – extend the existing alcohol ban to cul-de-sac carpark
   • Option three: Broader extension – extend the existing alcohol ban to include that part of Endeavour Street from outside number 56 and the carpark opposite number 60, to the cul-de-sac carpark at the end of Endeavour Street (Attachment D).

5. Staff recommend option three (broader extension) because:
   • there is evidence of a high level of disorder, caused or made worse by alcohol consumption, at the cul-de-sac carpark during the hours of the existing alcohol ban on Blockhouse Bay Beach Reserve
   • it is likely to prevent displacement of alcohol consumption related disorder to other parts of Endeavour Street
   • the use of alcohol bans is supported by the New Zealand Police and the local community.

6. Staff do not recommend option one or two because there is a risk that disorder may continue in the current location or be displaced to other parts of Endeavour Street.

7. There is a risk that all options may not resolve noise-related nuisance. The local board may wish to consider requesting a Crime Prevention through Environmental Design assessment to identify alternative solutions.

8. If option two or three is adopted, Staff will notify the requester of the local board decision and notify the relevant council department to install any necessary signage.

Ngā tūtohunga

Recommendations

That the Whau Local Board:

a) adopt extending the Blockhouse Bay Beach Reserve night-time alcohol ban, to include that part of Endeavour Street from outside number 56 and the carpark opposite number 60 to the cul-de-sac carpark at the bottom of Endeavour Street as shown in Attachment D of the report.
b) allocate up to $1,000 from the Whau Local Board Community Facilities Asset Based Services budget for the installation of alcohol ban signage on Endeavour Street.

Horopaki Context

A request has been made to extend the night-time ban at Blockhouse Bay Beach Reserve

9. There is an existing night-time alcohol ban at Blockhouse Bay Beach Reserve from 10pm to 7am during daylight saving, and from 7pm to 7am outside of daylight saving (Attachment A).

10. On 30 August 2019, a request was received to extend the existing night-time alcohol ban to include the adjoining cul-de-sac carpark on Endeavour Street (Attachment B).

Alcohol bans prohibit alcohol, are adopted by local boards and enforced by the police

11. Alcohol bans prohibit the consumption or possession of alcohol in specified public places during specified times.

12. The Whau Local Board has authority to adopt alcohol bans in its local board area under the Auckland Council Alcohol Control Bylaw 2014 (GB/2014/121).

13. A Local Board decision to adopt an alcohol ban must meet Local Government Act 2002 and Auckland Council Alcohol Control Bylaw 2014 criteria (Table 1 and Attachment C).

14. Police enforce alcohol bans using powers of search, seizure, arrest and $250 infringement fines. Police also have powers to address crime or disorderly conduct under the Summary Offences Act 1981 and Crimes Act 1961 whether or not alcohol is involved.

Tātaritanga me ngā tohutohu Analysis and advice

The request was assessed against legislative criteria

15. To assess the alcohol ban request, evidence was gathered from:

- New Zealand Police – calls for service over 46 months (1 January 2016 - 17 October 2019)
- Auckland Council Licensing and Regulatory Compliance – noise-related complaints over 32 months (January 2017 – August 2019)
- the requestor – anecdotal evidence and a presentation made by the Neighbour of Blockhouse Bay Beach Reserve to Whau Local Board on 28 February 2018
- Auckland Council Community Facilities – efforts to mitigate nuisance instance.

16. Staff assessed evidence against the legislative and bylaw criteria (Attachment D). There is adequate evidence to support each of the criteria. As summarised in the table below.

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Staff assessment</th>
<th>Met/Not met</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Is there evidence of a high level of crime or disorder caused or made worse by alcohol consumed there?</strong></td>
<td><strong>Summary of assessment against criteria</strong>&lt;br&gt;• Police and Licensing and Regulatory Compliance provided evidence of a high level of disorder linked to alcohol consumption in the cul-de-sac carpark at the end of Endeavour Street.&lt;br&gt;• An average of at least 1.5 disorder incidents per month involving alcohol in the cul-de-sac carpark, which is supported by anecdotal evidence from the requestor.</td>
<td>☑ Criteria met</td>
</tr>
<tr>
<td><strong>Overall assessment</strong>&lt;br&gt;• Evidence does meet ‘high level’ legislative criteria required.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Is the request appropriate in light of the evidence?</td>
<td>Summary of assessment against criteria</td>
<td></td>
</tr>
<tr>
<td>--------------------------------------------------</td>
<td>--------------------------------------</td>
<td></td>
</tr>
<tr>
<td>Evidence suggests the current alcohol ban is effective in the Blockhouse Bay Beach Reserve and that extending the existing alcohol ban may reduce incidents in the cul-de-sac carpark.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Community Facilities have adjusted the toilet and light operation times in an attempt to reduce incidents, but this has not had significant impact.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>On average new signs cost $115 for two signs.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Overall assessment</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Request is appropriate in light of the evidence provided.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Is the request proportionate in light of the evidence?</th>
<th>Summary of assessment against criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>Most of the alcohol consumption and disorder occurs in the cul-de-sac carpark at night.</td>
<td></td>
</tr>
<tr>
<td>Consideration should be given to extending the existing alcohol ban to include that part of Endeavour Street from outside number 56 and the carpark opposite number 60, to the cul-de-sac carpark at the end of Endeavour Street (Attachment D) to prevent displacement.</td>
<td></td>
</tr>
<tr>
<td>Overall assessment</td>
<td></td>
</tr>
<tr>
<td>Request to extend the night-time alcohol ban is proportionate.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Is the request a justifiable and reasonable limitation on people’s rights and freedoms?</th>
<th>Summary of assessment against criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>Police support this request.</td>
<td></td>
</tr>
<tr>
<td>In general the community (including iwi) are supportive of alcohol bans.</td>
<td></td>
</tr>
<tr>
<td>Nearby residents in the area are supportive of the request. It is unclear if the residents support an extension up to 56 Endeavour Street.</td>
<td></td>
</tr>
<tr>
<td>Evidence does meet the required ‘high level’ legislative criteria.</td>
<td></td>
</tr>
<tr>
<td>Overall assessment</td>
<td></td>
</tr>
<tr>
<td>Limitation on people drinking alcohol in the cul-de-sac carpark is justified as there is a high level of disorder in the area caused, or made worse by, the consumption of alcohol and the request is supported by the police and local residents.</td>
<td></td>
</tr>
</tbody>
</table>

17. Staff considered three options to respond to the above assessment table.

<table>
<thead>
<tr>
<th>Options</th>
<th>Benefits</th>
<th>Trade-offs</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Option One: Status quo – No extension to existing alcohol ban</strong></td>
<td>• No further limitations on people’s rights and freedoms to responsibly consume alcohol in the carpark at night-time.</td>
<td>• High level of alcohol-related disorder during the night-time in carpark may continue to occur.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Concerns of the community are not addressed.</td>
</tr>
<tr>
<td><strong>Option Two: Extension – Extend existing night-time ban to cul-de-sac</strong></td>
<td>• Existing alcohol ban extended into areas experiencing high levels of alcohol-related disorder.</td>
<td>• Implementation costs of new signage.</td>
</tr>
<tr>
<td></td>
<td>• Extension of alcohol ban</td>
<td>• Increased limitation on people’s rights and freedoms</td>
</tr>
<tr>
<td>Item 13</td>
<td></td>
<td></td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td></td>
</tr>
</tbody>
</table>
| **Whau Local Board**  
06 May 2020 |  |
|  |  |
| **Request for Alcohol Ban extension at Blockhouse Bay Beach Reserve** |  |
|  |  |
| **carpark** | supported by Police.  
- Extension of alcohol ban supported by the nearby residents. | freedoms compared to option one. |
| **Option Three: Broader extension** – extend the existing alcohol ban to include that part of Endeavour Street from outside number 56 and the carpark opposite number 60, to the cul-de-sac carpark at the end of Endeavour Street (Attachment D) |  
- Existing alcohol ban extended into areas experiencing high levels of alcohol-related disorder.  
- Extension of alcohol ban supported by Police.  
- Address the concerns of nearby residents.  
- Address possible displacement issues of crime and disorder caused or made worse by alcohol consumption. |  
- Implementation costs of new signage.  
- Increased limitation on people’s rights and freedoms compared to options one and two. |
|  |  |
| **18.** Staff recommend option three because: |  
- there is evidence of a high level of disorder, caused or made worse by alcohol consumption, at the cul-de-sac carpark during the hours of the existing alcohol ban on Blockhouse Bay Beach Reserve  
- it is likely to prevent displacement of alcohol consumption related disorder to other parts of Endeavour Street  
- the use of alcohol bans is supported by the New Zealand Police and the local community. |  |
| **19.** Staff do not recommend option one because there is a risk that disorder may continue in the current location. |  |
| **20.** Staff do not recommend option two because there is a risk that disorder may be displaced to other parts of Endeavour Street. |  |
| **Tauākī whakaaweawe āhuarangi**  
Climate impact statement |  |
| **21.** The recommendations in this report have no significant impacts on climate change. |  |
| **Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera**  
Council group impacts and views |  |
| **22.** The recommendations in this report will impact the operation of council units involved in alcohol ban signage. Council units are aware of the impacts of possible changes to alcohol bans and their implementation role. |  |
| **Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe**  
Local impacts and local board views |  |
| **23.** In 2015, the Whau Local Board reviewed all alcohol bans in its local board area and decided to retain the existing Blockhouse Bay Beach Reserve alcohol ban due to historical evidence of disorder (WH/2015/19). |  |
Tauākī whakaaweawe Māori
Māori impact statement
24. Managing alcohol-related harm supports health and wellbeing and is consistent with the Māori Plan for Tāmaki Makaurau.
25. Iwi have been widely consulted on the use of alcohol bans in the past and have to date been supportive of their use.

Ngā ritenga ā-pūtea
Financial implications
26. There are no financial implications if the local board adopts option one.
27. If the local board adopts option two or three, there will be a minor cost to the local board associated with installing additional signage. Police are responsible for compliance and enforcement costs. Staff recommend allocating a budget of up to $1,000 to allow for at least three new signs and contingency costs. This is to come from the Whau Local Board budget.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations
28. Risks and mitigations are shown in the table below.

<table>
<thead>
<tr>
<th>Risk</th>
<th>Impact</th>
<th>Mitigation(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>If the board does not extend the alcohol ban.</td>
<td>There may be a perception that the board is not responsive to community concerns about alcohol related crime and disorder.</td>
<td>The board communicates, through staff, the rationale not to extend the alcohol ban. The board consider commissioning a Crime Prevention through Environmental Design assessment to identify alternative solutions to address community concerns.</td>
</tr>
<tr>
<td>If an alcohol ban extension does not reduce nuisance instances.</td>
<td>Community concerns are not alleviated through the extension to the alcohol ban.</td>
<td>The board commission a Crime Prevention through Environmental Design assessment to identify alternative solutions to address community concerns.</td>
</tr>
</tbody>
</table>

Ngā koringa ā-muri
Next steps
29. Staff will notify the requester of the decision. If the local board adopts option two or three new signage will be installed.

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Map of existing Blockhouse Bay Beach Reserve alcohol ban.</td>
<td>29</td>
</tr>
<tr>
<td>B</td>
<td>Alcohol ban request for Blockhouse Bay Beach Reserve</td>
<td>31</td>
</tr>
<tr>
<td>C</td>
<td>Criteria</td>
<td>35</td>
</tr>
<tr>
<td>D</td>
<td>Assessment of ban request</td>
<td>37</td>
</tr>
<tr>
<td>E</td>
<td>Map of alcohol ban for the recommended option.</td>
<td>49</td>
</tr>
</tbody>
</table>
## Ngā kaihaina

### Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Sam Bunge - Graduate Policy Advisor</th>
</tr>
</thead>
</table>
| Authorisers      | Kataraina Maki – General Manager - Community and Social Policy  
                   Glenn Boyd - Relationship Manager Henderson-Massey, Waitākere Ranges, Whau |
Request for Alcohol Ban extension at Blockhouse Bay Beach Reserve

Attachment A

Item 13
### Alcohol ban request form


Recent changes to the law mean that there has to be documented evidence that shows a high level of crime or disorder contributed to by alcohol consumption in that area before a new permanent alcohol ban can be made.

If you would like to request an alcohol ban for more than one area you will need to complete a separate form for each area.

Once you have completed this form please return it to the attention of the Social Policy and Bylaws unit, Level 21, Albert Street:
- Via email to [enquiry@aucklandcouncil.govt.nz](mailto:enquiry@aucklandcouncil.govt.nz)
- In person at your nearest customer service centre
- Via post to Auckland Council, Social Policy and Bylaws Unit, Private Bag 92300, Victoria Street West, Auckland 1142

### Section 1: Your details

We may need to contact you for further information so please provide a phone number or email address.

<table>
<thead>
<tr>
<th>Title:</th>
<th>Mr. ☑</th>
<th>Mrs. □</th>
<th>Miss □</th>
<th>Ms. □</th>
<th>Dr. □</th>
</tr>
</thead>
<tbody>
<tr>
<td>First name:</td>
<td>Kei</td>
<td>Hhn</td>
<td>Surname:</td>
<td>Miller</td>
<td></td>
</tr>
</tbody>
</table>

Organisation (if applicable):

Postal address: 

Email address: 

Phone number: 

Declaration: *(You must complete this declaration in order for your request to be considered.)*

I declare that the following information provided in this form is a true and accurate account of alcohol related crime or disorder that I have experienced.

Signature: [signature]

Date: 30-8-2019

---

Request for Alcohol Ban extension at Blockhouse Bay Beach Reserve

Page 31
### Section 2: Your evidence

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What is the address, suburb, and name (if relevant) of the area where the alcohol related crime or disorder is occurring?</td>
<td>Blockhouse Bay Beach Reserve, at the southern end of Endeavour Street, Blockhouse Bay.</td>
</tr>
<tr>
<td>Please provide a full description of the area.</td>
<td>We would like an extension to the alcohol ban area to include the carpark.</td>
</tr>
</tbody>
</table>

Please draw in the box below (or attach separately) a map of the area where alcohol related crime or disorder is occurring.

See attached map BB Beach Reserve recommended change.jpg
### Section 3: General comments

<table>
<thead>
<tr>
<th>Are there any other measures that could be taken to help prevent the alcohol related crime or disorder you are witnessing/experiencing? (e.g. more bins, better lighting, locking gates)</th>
</tr>
</thead>
<tbody>
<tr>
<td>We have been trying to get a gate installed (through the Whau Local Board) with no success so far. A presentation to the board in Feb 2018 is attached. We have recently asked for more signage.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Are you aware of any community based initiatives in your local board area to reduce alcohol related crime or disorder? (e.g. Maori and Pacific Wardens)</th>
</tr>
</thead>
<tbody>
<tr>
<td>No.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Do you have any further comments to support this request?</th>
</tr>
</thead>
<tbody>
<tr>
<td>The car park is the main problem area, so needs to be added to the ban area. Council records will show numerous noise complaints for this area and there are often several police call outs per week.</td>
</tr>
</tbody>
</table>
Attachment C: Decision-making requirements

The Local Government Act 2002 and Auckland Council Alcohol Control Bylaw 2014 requires a range of matters to be satisfied before adopting an alcohol ban. Table 1 quotes those matters and explains how they are addressed in the report.

<table>
<thead>
<tr>
<th>Local Government Act 2002</th>
</tr>
</thead>
<tbody>
<tr>
<td>147B Criteria for making resolutions relating to bylaws</td>
</tr>
<tr>
<td>Before making under section 151 a resolution relating to a bylaw under section 147, a territorial authority must be satisfied that—</td>
</tr>
<tr>
<td>(a) there is evidence that the area to which the bylaw applies (or will apply by virtue of the resolution) has experienced a high level of crime or disorder that can be shown to have been caused or made worse by alcohol consumption in the area; and</td>
</tr>
<tr>
<td>(b) the bylaw, as applied by the resolution,—</td>
</tr>
<tr>
<td>(i) is appropriate and proportionate in the light of the evidence; and</td>
</tr>
<tr>
<td>(ii) can be justified as a reasonable limitation on people’s rights and freedoms.</td>
</tr>
</tbody>
</table>

Table 1 Information on matters required to be considered

<table>
<thead>
<tr>
<th>Matter to be considered</th>
<th>Location in the report</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Government Act 2002</td>
<td>Table 1</td>
</tr>
<tr>
<td>147B Criteria for making resolutions relating to bylaws</td>
<td>Table 1</td>
</tr>
<tr>
<td>Making alcohol bans</td>
<td>Table 1</td>
</tr>
<tr>
<td>(2) The council must, before making an alcohol ban in clause 7(1) —</td>
<td></td>
</tr>
<tr>
<td>(a) be satisfied that the alcohol ban gives effect to the purpose of the bylaw; and</td>
<td></td>
</tr>
<tr>
<td>(b) comply with the decision-making requirements under Subpart 1 of Part 6 of the Local Government Act 2002; and</td>
<td></td>
</tr>
<tr>
<td>(c) comply with the criteria under section 147B of the Local Government Act 2002 as follows</td>
<td></td>
</tr>
<tr>
<td>(i) be satisfied that there is documented evidence that the area to which the alcohol ban will apply has experienced a high level of crime or disorder that can be shown to have been caused or made worse by alcohol consumption in the area; and</td>
<td></td>
</tr>
<tr>
<td>(ii) be satisfied that the alcohol ban is appropriate and proportionate in light of the evidence and can be justified as a reasonable limitation on people’s rights and freedoms; and</td>
<td></td>
</tr>
<tr>
<td>(e) investigate and where appropriate, implement community-focused solutions as an alternative to or to complement an alcohol ban; and</td>
<td></td>
</tr>
<tr>
<td>(f) consider the views of the New Zealand Police; and</td>
<td></td>
</tr>
<tr>
<td>(g) consider the views of Maori; and</td>
<td></td>
</tr>
<tr>
<td>(h) consider the views of owners, occupiers, or persons that council has reason to believe are representative of the interests of owners or occupiers, of premises within the area to which the alcohol ban will apply; and</td>
<td></td>
</tr>
<tr>
<td>(i) consider the following times, where appropriate and not contrary to the requirements in subclause (2)(c) —</td>
<td></td>
</tr>
<tr>
<td>(i) 24 hours, 7 days a week (at all times alcohol ban);</td>
<td></td>
</tr>
<tr>
<td>(ii) 7pm to 7am daily (evening alcohol ban);</td>
<td></td>
</tr>
<tr>
<td>(iii) 10pm to 7am daylight saving and 7pm to 7am outside daylight saving (night time alcohol ban);</td>
<td></td>
</tr>
<tr>
<td>(iv) 7pm on the day before to 7am on the day after any weekend, public holiday or Christmas / New Year holiday period (weekend and holiday alcohol ban).</td>
<td></td>
</tr>
</tbody>
</table>
### Request for Alcohol Ban extension at Blockhouse Bay Beach Reserve

#### Attachment D: Assessment of alcohol ban request

<table>
<thead>
<tr>
<th>Location (Area) and description: Carpark adjacent to Blockhouse Bay Beach Reserve. The carpark is in a cul-de-sac at the end of Endeavour Street adjacent to Blockhouse Bay Beach Reserve. The reserve currently has a nighttime alcohol ban from 10pm to 7am daylight saving and 7pm to 7am outside daylight saving.</th>
</tr>
</thead>
</table>

#### Item 13

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Explanation of evidence criteria</th>
</tr>
</thead>
</table>
| 1. Is there evidence that the same event or event similar to the event occurred previously at the location? OR | Crime includes infringement notice, arrest, or conviction records of any offences where a person can be proceeded against, for example:
- Offences against public order (disorder, litter, excessive noise, littering, loitering and trespass, property or personal vandalism, etc.).
- Offences resembling nuisance. |
| 2. Is there evidence of disorder at the location? AND | Disorder means the breakdown of peaceful and law-abiding public behaviour, for example:
- Offences resembling violence, dangerous driving, offences attracting true disorder, or"behaviour relating to liquor or unlawful gambling." |

#### Assessment of evidence

<table>
<thead>
<tr>
<th>Met/Not met</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>No information provided. The police information relates to service calls as opposed to infringement notices, arrest or conviction data.</td>
<td></td>
</tr>
</tbody>
</table>

#### Attachment E

- Section 5 of the Crimes Act 1961.
- Section 10A of the Summary Offences Act 1996.
- Section 10 of the Summary Offences Act 1996.
- Section 10 of the Summary Offences Act 1996.
- Section 10 of the Summary Offences Act 1996.

Request for Alcohol Ban extension at Blockhouse Bay Beach Reserve
<table>
<thead>
<tr>
<th>Criteria</th>
<th>Explanation of evidence criteria</th>
<th>Assessment of evidence</th>
<th>Met/Not met</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>• 16 for noise control (15 per cent)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• four for drunk custody/detox centre (four per cent)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Location/time</strong></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>• 88 per cent were on Endeavour Street with the majority in the carpark area</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>• four per cent were in the current alcohol ban area</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>• complaints peak in the latter part of the week and main priority times are between 2100hrs and 0600hrs</td>
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<tr>
<td></td>
<td></td>
<td>• aggressive behaviour, fireworks and wilful damage, also appeared to be a factor in some incidents. Note, not enough information was received to determine frequency of a perceived threat, actual threat or physical harm.</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>• During the same period police were called 16 times for breach of a alcohol ban:</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>• three were within the reserve alcohol ban</td>
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<tr>
<td></td>
<td></td>
<td>• 13 were in the carpark outside the alcohol ban.</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td><strong>Council received 164 noise complaints in 32 months (January 2017 - August 2019), averaging 5.13 per month:</strong></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td><strong>Type</strong></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>• 143 complaints mentioned cars (87 per cent)</td>
<td></td>
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<td></td>
<td></td>
<td>• 144 mentioned loud music (88 per cent)</td>
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<td></td>
<td></td>
<td>• 146 were for noise coming from the carpark (89 per cent)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Time</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• 149 were from between 2100hrs and 0600hrs (91 per cent)</td>
<td></td>
</tr>
<tr>
<td>Criteria</td>
<td>Explanation of evidence criteria</td>
<td>Assessment of evidence</td>
<td>Met/Not met</td>
</tr>
<tr>
<td>----------</td>
<td>----------------------------------</td>
<td>------------------------</td>
<td>-------------</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• 14 noise complaints to council were referred to police due to health and safety concerns by the noise control officer</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Most result in “not excessive” or “no noise”. Licensing and Regulatory Compliance note that the clear sight line from the carpark up the street could hinder accurate measurements as noise control officers can be seen approaching by offenders.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Anecdotal evidence provided in the alcohol ban request from and in a presentation to the Whau Local Board by The Neighbours of Blockhouse Bay Beach Reserve on 28 February 2018 showed evidence of disorder at the location and outlined:</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>o the carpark as the main problem area</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>o numerous noise complaint call outs</td>
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<tr>
<td></td>
<td></td>
<td>o often several police call outs per week</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>o long term residents could recall problems with drinking going back decades</td>
<td></td>
</tr>
<tr>
<td>3. Is there evidence that this is caused or made worse by drinking alcohol there AND</td>
<td>Evidence crime or disorder is associated with alcohol may include:</td>
<td>• 48 of 104 police requests for service reportedly involved alcohol associated with partying, drinking, loud music and disorderly behaviour.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• witness accounts that offenders were drinking at the location before or at the time of the disorder</td>
<td>• Noise control data contains no direct information on alcohol consumption, however 14 noise complaints to council were referred to police due to health and safety concerns. Health and safety concerns for the noise control officers generally stem from large groups being present or from people drinking or being intoxicated.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• photos of alcohol containers at the location.</td>
<td>• The requestee anecdotally notes that people regularly sit in vehicles, drink alcohol and play loud music/make noise in the carpark.</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Discount any incidents not directly linked to alcohol.</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## Item 13

### Attachment D

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Explanation of evidence criteria</th>
<th>Assessment of evidence</th>
<th>Met/Not met</th>
</tr>
</thead>
</table>
| 4. Is there evidence of a high level of crime or disorder caused or made worse by drinking alcohol there? | Assess using the Crime or Disorder Categories in Appendix 1 and the Evidence Assessment Matrixes in Appendix 2. Evidence falling in the orange or red areas are considered high or very high level.  
- To meet the threshold for a high level of crime and disorder in Appendix 2 there needs to be more than one nuisance incident per month linked to alcohol consumption at the car park. | - The 48 calls for service to police and 14 noise complaints to council that involve alcohol equate to 1.5 nuisance incidents per month at the car park.  
- If all of the 144 incidents had involved alcohol (which is possible but not confirmed), there could be a maximum of 5.5 per month. | |

| Is there evidence of a high level of crime or disorder at the location caused or made worse by alcohol consumed at the location? | There is evidence of a high level of disorder linked to alcohol consumption in the cul-de-sac carpark at the end of Endeavour Street. This is supported by evidence from the requestor, police and noise compliance officers. | |

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Explanation of appropriateness criteria</th>
<th>Assessment of appropriateness</th>
<th>Met/Not met</th>
</tr>
</thead>
</table>
| 5. Are incidents of a type that would likely be prevented by an alcohol ban? **AND** | This could include the types of incidents, for example:  
- Sex in cars, drug use or dealing is likely to continue without alcohol  
- Alcohol-related litter, public urination, excessive noise and perceived threats are more likely to be prevented.  
- Or the reasons why the location is used, for example:  
- Incidents relating to parties at a private residence next to the location are likely to continue | - Incidents identified by police, noise compliance officers, The Neighbours of Blockhouse Bay Beach Reserve and the requestor are of a type that could be prevented by an alcohol ban.  
- Evidence suggests people party in the carpark and drink in vehicles causing litter and excessive noise, mainly in evenings and early hours of the morning. | |


<table>
<thead>
<tr>
<th>Criteria</th>
<th>Explanation of appropriateness criteria</th>
<th>Assessment of appropriateness</th>
<th>Met/Not met</th>
</tr>
</thead>
</table>
|          | • incidents relating to groups arriving specifically to drink in that location are more likely to be prevented  
• incidents relating to homeless or rough sleepers may result in displacement to more isolated locations and further harm. |                             |             |
| 6. Will enforcement of the alcohol ban likely prevent the crime or disorder? AND | This includes consideration of the nature of the offenders and any indication of likely police enforcement, for example:  
• signage and publicity can have a preventative effect for otherwise law-abiding members of the public  
• alcohol bans are less effective if police are only able to respond to incidents of crime and disorder after they occur. They already have powers to address those incidents  
• alcohol bans may be effective where police indicate they will patrol the location for a period after the alcohol ban is adopted to change behaviours  
• alcohol bans are most effective where police patrol the location on an on-going basis. | • Alcohol ban signage is currently installed in the Beach Reserve and has been enforced by police patrols and responses to calls.  
• Four per cent of the police requests for service are for the reserve where an alcohol ban is already in place while 88 per cent are for the carpark and surrounding areas just outside the current ban area. This suggests that the existing alcohol ban may be effective and similar enforcement of an extension may also be effective.  
• Including the carpark in the alcohol ban area will provide police with an additional regulatory tool to prevent or address alcohol related disorder when resources are available.  
• Police support the inclusion of the carpark in the alcohol ban area. |             |
| 7. Is the cost of implementation justified by the likely effect? AND | Consider:  
• what the cost of signage will be  
• how this compares with the likely effect of the alcohol ban. | • On average signage costs are $115 per two signs.  
• The resource required to place signs is considered minor in comparison to the resource of council and police in attending call outs for nuisance or noise. |             |
| 8. Is an alcohol ban a better option than | Consider: | • A CPTED assessment would be useful.  
• Currently lights are on in the reserve from 1900 to 2100, and the toilets are locked from 21:00 in |             |
### Attachment D

**Item 13**

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Explanation of appropriateness criteria</th>
<th>Assessment of appropriateness</th>
<th>Met/Not met</th>
</tr>
</thead>
</table>
| any alternative solution? | • what has been tried prior to the request and was it effective (unlikely given a request has been made)?  
• does the request make any suggestions, how would it be implemented, and would it be more effective?  
• could a Crime Prevention Through Environmental Design assessment (CPTED) by Community Facilities provide suggestions?  
If an alternative may be better than an alcohol ban, consider an option to investigate alternatives before making a decision on the request.  
If an alternative may be complementary to an alcohol ban, consider an option to investigate alternatives in addition to adopting an alcohol ban. | summer and 19:00 in winter, opening again at 07:00.  
• Community Facilities adjusted these toilet and light time in an effort to reduce the number of incidents.  
• In the presentation made by The Neighbors of Blockhouse Bay Beach Reserve to the Local Board they suggested that the cul-de-sac carpark be incorporated into the reserve and gated at night to restrict access. They suggest the road be gated above the carpark where it narrows.  
• A suggestion was also made that the shelter shed near the boat club be gated at night.  
• These options would be an alternative to the expanded alcohol ban as congregating in cars in the evenings appears to be the main cause of nuisance.  
• Closing the carpark would be as effective. The process to incorporate the carpark into the reserve under the relevant statute, however is more complicated than an alcohol ban, as easement agreements would be required to provide access to driveways beyond the proposed gate (and may not be practicable).  
• AT discounted the possibility of using traffic controls to prevent anti-social behavior here. They support an alcohol ban over restricting public access to the beach reserve. | met |

<p>| Is the request appropriate in light of the evidence? | An alcohol ban may help reduce the level of crime and disorder in the area. Alternative mitigations would require more resource and impinge more on public rights to access the area. |</p>
<table>
<thead>
<tr>
<th>Criteria</th>
<th>Explanation of proportionate criteria</th>
<th>Assessment of proportionate</th>
<th>Met/Not met</th>
</tr>
</thead>
</table>
| 9. Is the area requested proportionate in light of the evidence? | Consider:  
- whether boundaries are clearly defined  
- the likelihood of displacement to other locations  
- how long a ban should be in place (for example recurring temporary alcohol bans). | • The request seeks to extend the existing night-time alcohol ban at the Blockhouse Bay Beach Reserve to include the adjacent carpark where there is sufficient evidence of alcohol consumption and disorder.  
• There could be confusion over where the cul-de-sac carpark ends and the street starts, there is also a second carpark area 100 metres up the road opposite 60 Endeavour Street.  
• It is recommended that for ease of enforcement and to mitigate displacement, that the alcohol ban be extended up the road to the northern corner of the beach reserve opposite 56 Endeavour Street and include both carparks.  
• There is low likelihood of displacement beyond the suggested extension zone as an alcohol ban already exists on the reserve. | Met |
| 10. Is the duration requested proportionate in light of the evidence? | Consider:  
- the times when drinking started (this will be earlier than when the problems occurred)  
- the standard time-frames for an alcohol ban for regional consistency (refer clause 7(2)(i) of the Bylaw)  
- for temporary alcohol bans for events, any set-up and pack-down periods, and whether they should be recurring or one off | • Police have indicated that call outs peak between 21:00 and 06:00 with weekends being busiest between 22:00 and 03:00  
• The time requested is consistent with the existing night-time alcohol ban at Blockhouse Bay Beach Reserve. | Met |
### Attachment D

#### Item 13

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Explanation of proportionate criteria</th>
<th>Assessment of proportionate</th>
<th>Met/Not met</th>
</tr>
</thead>
<tbody>
<tr>
<td>Is the request proportionate in light of the evidence?</td>
<td>The request is to extend the night-time alcohol ban to the carpark is proportionate. Most of the alcohol related consumption and disorder occurs in the carpark at night. The alcohol ban should be extended up Endeavour Street to number 56, including the cul-de-sac carpark and the carpark opposite 60 Endeavour Street.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Explanation of justified criteria</th>
<th>Assessment of justified</th>
<th>Met/Not met</th>
</tr>
</thead>
</table>
| 11. Is there sufficient information to make a decision having regard to the significance of the decision? | Consider:  
- whether council has enough information on community views – i.e. what are the views of Police, Māori, owners/occupiers of the area be affected, other users of the area (e.g. New Zealand motor caravan association)  
- whether council has sufficient information on alternatives. |  
- Police support the request.  
- Iwi and Māori health advocacy organisations have previously expressed general support for the use of alcohol bans to reduce alcohol-related harm to the community and the environment.  
- Residents neighbouring the reserve and carpark have expressed support in the extension of the ban. | | |

---

9 Significance is determined in council’s significance and engagement policy and guides whether the decision-maker thinks it has sufficient information to make a decision and whether to consult the public. For alcohol ban decisions, there is no express requirement to consult the public. Consultation for individual requests may be appropriate where general public support is unclear (for example, a 24/7 alcohol ban on a beach in a local board area that currently has no beach alcohol bans).
<table>
<thead>
<tr>
<th>Criteria</th>
<th>Explanation of justified criteria</th>
<th>Assessment of justified</th>
<th>Met/Not met</th>
</tr>
</thead>
</table>
| 12. Will the benefits of the alcohol ban outweigh the loss of freedom to those who use the space | Will the benefits of the alcohol ban outweigh the loss of freedom to those who use the space? Examples:  
  - A request for a street or carpark is more easily justified than a reserve by the beach - intended for recreation such as gatherings and picnics where people may choose to drink alcohol.  
  - A request with evidence of very high levels of crime or disorder is more easily justified.  
  - An alcohol ban that is likely to be effective at reducing harm is more easily justified.  
  - A request supported by Police, Māori, and owners/occupiers of area more easily justified. | • The request does prevent responsible alcohol consumption. This limitation is justified given:  
  - there is evidence of a high level of alcohol-related consumption and disorder  
  - it is night-time only  
  - it is adjacent to a park which has the same alcohol restrictions  
  - it is for a carpark which is not intended as a place for recreation  
  - support from the police and residents. |             |

| Is the request a justifiable and reasonable limitation on people's rights and freedoms? | | • The limitation on people drinking in the carpark is justified as there is a high level of alcohol related disorder in the area, and the alcohol ban is supported by the police and local residents. |             |
### Appendix 1 Crime or disorder categories

<table>
<thead>
<tr>
<th>Nuisance</th>
<th>Perceived threat</th>
</tr>
</thead>
<tbody>
<tr>
<td>May include:</td>
<td>When a person or groups of people drinking behave in a threatening and/or abusive manner towards each other. Residents may have a perceived fear of safety resulting in an unwillingness to use public spaces.</td>
</tr>
<tr>
<td>- alcohol related litter</td>
<td>May include:</td>
</tr>
<tr>
<td>- broken alcohol bottles</td>
<td>- verbal threats of physical violence (directed towards other people in the group who are drinking)</td>
</tr>
<tr>
<td>- excessive noise related to the consumption of alcohol in the area</td>
<td>- offensive and/or aggressive behaviour (directed towards other people in the group who are drinking)</td>
</tr>
<tr>
<td>- disorder (including property damage, public urination) resulting from drinking alcohol in the area</td>
<td>- intimidation (directed towards other people in the group who are drinking)</td>
</tr>
<tr>
<td></td>
<td>- abusive language (directed towards other people in the group who are drinking)</td>
</tr>
<tr>
<td></td>
<td>- threatening actions (directed towards other people in the group who are drinking)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Actual threat</th>
<th>Physical harm</th>
</tr>
</thead>
<tbody>
<tr>
<td>When a person or groups of people drinking behave in a threatening and/or abusive manner towards members of the public outside of the drinking group. May include:</td>
<td>Where people experience actual physical harm. This could be a member of the drinking group (including cases of self-harm), or members of the public outside of the drinking group. May include:</td>
</tr>
<tr>
<td>- verbal threats of physical violence (directed towards members of the public outside of the drinking group)</td>
<td>- fighting, street brawls</td>
</tr>
<tr>
<td>- offensive and/or aggressive behaviour (directed towards members of the public outside of the drinking group)</td>
<td>- personal injury</td>
</tr>
<tr>
<td>- intimidation (directed towards members of the public outside of the drinking group)</td>
<td>- assault</td>
</tr>
<tr>
<td>- abusive language (directed towards members of the public outside of the drinking group)</td>
<td>Extreme examples include:</td>
</tr>
<tr>
<td>- threatening actions (directed towards members of the public outside of the drinking group)</td>
<td>- Sexual violence</td>
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<tr>
<td></td>
<td>- Assault with a deadly weapon</td>
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<tr>
<td></td>
<td>- Murder, manslaughter, attempted murder</td>
</tr>
</tbody>
</table>
### Appendix 2 Evidence Assessment Matrixes

<table>
<thead>
<tr>
<th>Category</th>
<th>One-off (monthly)</th>
<th>Public holidays</th>
<th>Frequently (weekly)</th>
<th>Daily</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nuisance</td>
<td>Green</td>
<td>Orange</td>
<td>Orange</td>
<td>Red</td>
</tr>
<tr>
<td>Perceived threat</td>
<td>Orange</td>
<td>Orange</td>
<td>Orange</td>
<td>Red</td>
</tr>
<tr>
<td>Actual threat</td>
<td>Orange</td>
<td>Orange</td>
<td>Orange</td>
<td>Red</td>
</tr>
<tr>
<td>Physical harm</td>
<td>Orange</td>
<td>Orange</td>
<td>Orange</td>
<td>Red</td>
</tr>
</tbody>
</table>

**Key:**
- Evidence in **green** areas are low or moderate levels of alcohol-related crime or disorder
- Evidence in **orange** areas are high levels of alcohol-related crime or disorder
- Evidence in **red** areas are very high levels of alcohol-related crime or disorder
Blockhouse Bay Beach Reserve

Whau Local Board
Hours of Operation: 10am to 7am during daylight saving and 7pm to 7am outside daylight saving
Whau Local Board Grants Programme 2020/2021

File No.: CP2020/03814

Te take mō te pūrongo
Purpose of the report
1. To adopt the Whau 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 Whau Grants Programme 2020/2021 for adoption (Attachment A).

Ngā tūtohunga
Recommendation/s
That the Whau Local Board:
   a) adopt the Whau 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 Whau Grants Programme has
been workshopped with the local board and feedback incorporated into the grants programme for 2020/2021.

**Tauākī whakaaweawe āhuarangi**

**Climate impact statement**

10. 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**

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

12. 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**

13. The grants programme has been developed 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**

14. 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**

15. 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**

16. 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**

17. 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

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<thead>
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Ngā kaihaina
Signatories

<table>
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<tr>
<th>Authors</th>
<th>Erin Shin - Grants Advisor</th>
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<tr>
<td>Authorisers</td>
<td>Marion Davies - Grants and Incentives Manager</td>
</tr>
<tr>
<td></td>
<td>Glenn Boyd - Relationship Manager Henderson-Massey, Waitākere Ranges, Whau</td>
</tr>
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Whau Local Board 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 achieving the following outcomes, as outlined in our local board plan:

- Well-planned towns, facilities and housing
- Great neighbourhoods with strong community connections, capacity and voices
- It’s 20 minutes to all we need by walking, cycling and public transport
- Enhanced natural environment
- Strong local businesses and more quality local jobs
- Celebrating our creative edge in our streets, neighbourhoods and communities
- Our heritage is known, protected and our stories are shared

Our priorities for grants

The Whau Local Board welcomes grant applications that align with one of more of the following priorities and deliver initiatives and activities to achieve the Whau Local Board plan.

Well-planned towns, facilities and housing

- Our towns and neighbourhood centres are busier, cleaner and safer
- Whau has a network of great community buildings, sports fields and parks
- More people are more active more often

Great neighbourhoods with strong community connections, capacity and voices

- Our towns and neighbourhood communities are stronger
- Māori leaders, Pasifika, Chinese, Indian and other ethnic and resettled communities contribute to the Whau’s future
- Our children and young people are supported to learn and be active
- Mana whenua and mataawaka are acknowledged and their needs and aspirations are widely known
- Celebrate our diverse communities and their heritages
- Our most in need have a place to go for help

It’s 20 minutes to all we need by walking, cycling and public transport

- Increase awareness of our local links
Enhanced natural environment
- The water quality of our rivers and streams is improving
- More of our parks, coasts and waterways are being restored
- Whau is living more sustainably
- Know, grow, protect and manage better our urban trees and green areas

Strong local businesses and more quality local jobs
- Our local businesses are stronger and more successful
- Whau is growing more new local business and quality jobs
- Our local businesses have access to more skilled local workers now and in the future

Celebrating our creative edge in our streets, neighbourhoods and communities
- Whau’s communities can access and participate in arts activity
- Whau is known for its robust and flourishing creative economy
- Art and culture is celebrated in our place-making

Our heritage is known, protected and our stories are shared
- We celebrate and support protection from a strong research foundation
- Gather and share historical knowledge
- Preservation of our places and stories

Higher Priority
- Resident-led projects that help strengthen and connect neighbourhoods

Lower Priorities
We will consider applications for other services, projects, events and activities outside the current priorities, however these will be considered a lower priority.

The Whau Local Board will consider the following activities as lower priorities:
- administration and salary costs
- events which charge an admission fee
- applicants that have already received one successful grant application within the current financial year
- where the applicant has a considerable cash surplus (relative to the amount applied for), unless they can verify that it is a tagged reserve and cannot be used as a contribution towards the submitted project
- applicants who have not considered other sources of funding for their project
Investment approach

The Whau Local Board will allocate budget annually to support the local grants programme which will be divided into three approaches:

- Quick Response Grants: for grants $500 to $2,000
- Local Grants: Generally, for grants $2,000 to $8,000

Match funding

The Whau Local Board will prioritise grants with a strong “match funding” approach i.e. where groups can demonstrate significant community contribution in time, cash and/or in kind services.

Application dates

Grant rounds for 2020/2021 will be as follows:

Quick Response

<table>
<thead>
<tr>
<th>2020/21 grant rounds</th>
<th>Opens</th>
<th>Closes</th>
<th>Decision made</th>
<th>Projects to occur after</th>
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</thead>
<tbody>
<tr>
<td>Round one</td>
<td>15 June 2020</td>
<td>10 July 2020</td>
<td>19 Aug 2020</td>
<td>1 Sep 2020</td>
</tr>
<tr>
<td>Round two</td>
<td>21 Sep 2020</td>
<td>16 Oct 2020</td>
<td>18 Nov 2020</td>
<td>1 Dec 2020</td>
</tr>
<tr>
<td>Round three</td>
<td>19 April 2021</td>
<td>14 May 2021</td>
<td>23 June 2021</td>
<td>1 July 2021</td>
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</table>

Local Grants

<table>
<thead>
<tr>
<th>2020/21 grant rounds</th>
<th>Opens</th>
<th>Closes</th>
<th>Decision made</th>
<th>Projects to occur after</th>
</tr>
</thead>
<tbody>
<tr>
<td>Round two</td>
<td>22 Feb 2021</td>
<td>2 April 2021</td>
<td>19 May 2021</td>
<td>1 June 2021</td>
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</table>

Multi-board funding

We will work with the neighbouring local boards to deliver multi-board funding. The applicant will need to clearly demonstrate how the proposal benefits people and communities in the Whau area.

<table>
<thead>
<tr>
<th>2020/21 grant rounds</th>
<th>Opens</th>
<th>Closes</th>
<th>Decision made</th>
<th>Projects to occur after</th>
</tr>
</thead>
<tbody>
<tr>
<td>Round two</td>
<td>18 Jan 2021</td>
<td>19 March 2021</td>
<td>19 May 2021</td>
<td>1 June 2021</td>
</tr>
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</table>

Accountability measures

In addition to the measures in the community grants policy the Whau Local Board requests that all successful applicants as far as possible provide photographs of the activity funded.
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 app.

7. An amendment to Standing Orders to enable electronic attendance can either be reversed at a future date or maintained to support that attendance in the future, where it is available.

Ngā tūtohunga

Recommendations
That the Whau Local Board:

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

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

Attendance of non-members by electronic link

A person other than a member of the local board may participate in a meeting of the local board by means of audio link or audio-visual link if the person is otherwise approved to participate in accordance with Standing Orders Sections 6 and 7 (Attachment A).
c) amend its Standing Orders 7.7.2 and 7.8.5 to provide discretion to the Chair of the meeting to decline Deputation and Public Forum requests via audio or audio-visual link (Attachment A).

**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 one or both of the following as soon as practicable after the meeting ends:

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

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

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 link and audio-visual link options available for non-member input are provided by Auckland Council through Skype for Business:

<table>
<thead>
<tr>
<th>Option</th>
<th>Ability</th>
</tr>
</thead>
<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 meeting</td>
<td>• Requires a mobile phone or a computer device with an internet connection</td>
</tr>
</tbody>
</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

<table>
<thead>
<tr>
<th>Authors</th>
<th>Authorisers</th>
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<tbody>
<tr>
<td>Polly Kenrick - Business Manager, Local Board Services</td>
<td>Louise Mason – General Manager Local Board Services</td>
</tr>
<tr>
<td>Shirley Coutts - Principal Advisor - Governance Strategy</td>
<td>Glenn Boyd - Relationship Manager Henderson-Massey, Waitākere Ranges, Whau</td>
</tr>
</tbody>
</table>
Auckland Council

Standing Orders
of the
Whau Local Board

Updated XXXXXX
Resolution number WH/2020
Summary of most common standing orders referred to during a meeting

Meeting procedures (1)

Chairperson's role (1.2)
- Chair presides if present, unless vacates the chair
- Deputy presides in absence of chair
- If no chairperson is 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:
  o points of order
  o closure or referral motions
  o points of explanation
  o requests for chair's indulgence
- Members may question staff, at chair's discretion

Members conduct (1.3)
- Members must not:
  o be disrespectful
  o use offensive or malicious language
  o impute improper motives to others members or staff
- Chair may order a member to withdraw from the meeting if:
  o member refuses to obey the chair's instruction to stop speaking
  o member refuses to obey the chair's instruction to withdraw and apologise for offensive or malicious expressions
  o member's conduct is disorderly
- If disorder continues, chair may adjourn meeting; recommended to decide whether to proceed or adjourn
- Minutes recorded by 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)
- Deliberations in agenda or minutes is privileged unless publication motivated by ill will
- Similar re 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 interjection matters or tedious repetition – chair's ruling final
- 3 consecutive speakers in support or opposition – chair may call for speaker to continue - if none, puts 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:
  o Movers speaking to motion 10 minutes
  o Motion right of reply 5 minutes
  o Others 5 minutes
- Only speak once to a motion
- 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:
  o A matter before the meeting
  o A motion or amendment they are proposing
  o A point of order

Motions and amendments (1.6)
- Terms:
  o Substantive motion: a motion is either procedural or substantive; a substantive motion deals with a matter of substance
  o 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
  o Substituted motion: the meeting agrees to substitute the original motion with different wording with the agreement of the mover and seconder
  o Further/subsequent motion: 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:
  o Speak once to each motion, including the original motion, a substituted motion or an amendment
  o Move or second a motion once only
- See flowchart for more detail
- Meeting deals with one amendment before another amendment is 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:
  o 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:
  (a) motion be adjourned
  (b) item of business be adjourned (c) motion under debate be now put (closure motion)
  (d) move directly to next item of business
  (e) item of business is referred to relevant office at that meeting
- All of the above motions may be put immediately without debate if seconded
- 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 more)
- 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, or
  - (b) use of disrespectful offensive or malicious language, or
  - (c) discussion of a question not before the meeting, or
  - (d) misrepresentation of any statement made by a member or by Auckland Council staff, or
  - (e) the breach of any standing order, or
  - (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:
  - Voices or show of hands
  - If questioned immediately then division
  - Chair or member can call division at start or after voices/hands.
- If confusion on division - second division taken
- The chair may request staff to restate 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 lapses after 30 minutes.
  - Chair can extend this in specific circumstances
- Quorum lost during meeting:
  - Meeting lapses after 10 minutes
- Business of lapsed meeting is adjourned to next meeting unless chair calls earlier meeting

Governing body (5)

Governing body input
- Governing body members may provide input at the discretion of the chair.
- May speak for up to five minutes
- Chair may prohibit offensive, repugnant 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)
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

**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

**Original motion is amended**

**Debate on amendments**

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

**Lost**

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

**Carried**

**Mover of original motion – right of reply**

**Vote**

* 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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- Alteration of standing orders
- Exclusions for meetings at which no resolutions or decisions are made

**Appendix A**

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

**Appendix B**

Exclusion of the public – who needs to leave the meeting

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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

Languages

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. Providing at least two clear working days' notice of when 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 another language.

1.1.3 Duration of meetings and time limits

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.

[cl 26(2), (3) & (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.

[sl 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.

[sec(1), Local Authorities (Members’ Interests) Act 1988]

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.

[ss52, 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.

[ss3, 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.

[ss3, 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.

[ct 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.

[ct 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.
Exceptions are where, in the opinion of the chairperson:
a) the practical effect of delaying actions 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]
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.

* [ct 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.

* [ct 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.

* [ct 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.

[c1 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.

[c1 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.

[c1 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 requisition 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 this 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 chairpersons may allow governing body 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, LGOIMA 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.

[§46A(7), LGOIMA 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.

[46A(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 1.10.1]

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 1.10.1 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 if 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 2.5.8 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
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.
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(1) & (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 of 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 5, 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 – Temporarily superseded

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.
3.3.3 Conditions for attending by electronic link – Temporarily superseded

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.

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

3.3.4 Request to attend by electronic link – Temporarily superseded

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.

25A

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.

25A

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

(c) it is distracting to the members who are physically present at the meeting
d) the quality of the link is no longer suitable.
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.

25A

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.

25A

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 in emergencies if the person is otherwise approved to participate in accordance with these Standing Orders Sections 6 and 7.
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) & (6), 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 triennial general election.

*[cl 30(5)&(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; or

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.

[cl 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 Metropolitan 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.

[cl 31(3) & (4), sch 7, LGA 2002]
[ss85, Local Government (Auckland Council) Act 2009]

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.

[cl 31(8), 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.

[cl 19(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 3.1.1

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).

[cl 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.

[s 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.
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 hearing 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 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 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.
6.1.1 *Māori input*

**Māori speaking rights**

Representatives 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 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**

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**

*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 in a language.

6.1.6 **Time allocated for input**

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.
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.

[s 47 & 49(a) LGOIMA 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.

[s 46(1)&(2), LGOIMA 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.

[s 46(3) & (4), LGOIMA 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) b/f (6). LGOIMA 1987]

7.3 Public access to information

7.3.1 Information to be available to public — Temporarily superseded

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 — Temporarily superseded

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.

[§ 46(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(6), LGOMIA 1987]

7.3.5 Agenda made available at meetings – Temporarily superseded

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, LGOMIA 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, LGOMIA 1987]

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), LGOMIA 1987]

7.3.8 Reporting and recording meetings

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.

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), LGOMIA 1987]

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.

[is 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.

[is 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.

[is 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.

[as 50, LGOIMA1987]

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 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 signatories), 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

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

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 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) exercise discretion to decline Public Forum requests via audio or audio-visual link.
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.

[cit 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 input, and the subjects they covered
   h) a list of speakers from each deputation and the subject of the deputation
   i) a list of the 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 interests 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.

[cit 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 – Temporarily superseded

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).

[s 51, LGOMA 1987]
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.

[s 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.
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 wahi tapu; or
(d) Protect information which is 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; or
(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 this 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.
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.
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 LGOIMA 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 LGOIMA 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.
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 provide the Whau Local Board with an integrated quarterly performance report for quarter two, 1 October – 31 December 2019.

Whakarāpopototanga matua
Executive summary
2. This report includes financial performance, progress against work programmes, key challenges the board should be aware of and any risks to delivery against the 2019/2020 work programme.
3. The work programme is produced annually and aligns with the Whau Local Board Plan outcomes.
4. The key activity updates from this quarter are:
   - Increase Diverse Participation (Pacific and Ethnic Voices) – Establishment of Pasifika Komiti and Whau Ethnic Collective
   - Community-led Placemaking – successful delivery of a door knocking campaign to bring Ambrico Place residents into the Neighbourhood Support database, and facilitation of a sharing of food event in partnership with New Lynn community centre and the “Ambrico Christmas in the park”.
   - Ambrico Kiln Site – The museum’s new Curator began her role in October 2019, and the Crown Lynn Collectors Market was held.
   - Te Whau Pathway – resource consent was publicly notified.
   - Whau Ecological Restoration contracts – successful completion of planned pest control and planting maintenance.
5. All operating departments with agreed work programmes have provided a quarterly update against their work programme delivery. Activities are reported with a status of green (on track), amber (some risk or issues, which are being managed) grey (cancelled, deferred or merged) or red (behind delivery, significant risk). Almost all activities in the Whau Local Board work programmes have an activity status of green, with a few amber. The Carpark renewals at Golf Road Domain and Wingate Reserve is the only activity reported with a status of red (behind delivery, significant risk).
6. The financial performance report for the quarter is appended as Attachment B.

Ngā tūtohunga
Recommendation
That the Whau Local Board:
a) receive the performance report for quarter two ending 31 December 2019.
Horopaki

Context

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

8. Work programmes are produced annually, to meet the Whau Local Board outcomes identified in the three-year Whau Local Board Plan. The local board plan outcomes are:
   - Well-planned towns, facilities and housing
   - Great neighbourhoods with strong community connections, capacity and voices
   - It’s 20 minutes to all we need by walking, cycling and public transport
   - Enhanced natural environment
   - Strong local businesses and more quality local jobs
   - Celebrating our creative edge in our streets, neighbourhoods and communities
   - Our heritage is known, protected and our stories are shared

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

   Graph 1: Work programme activities by outcome
Tātaritanga me ngā tohutohu
Analysis and advice

Local Board Work Programme Snapshot

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

*Graph 2: Work programme performance by RAG status*

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

*Graph 3: Work programme performance by activity status and department*

12. Some of the highlights from quarter two included:

- Line 192: Increase Diverse Participation (Pacific and Ethnic Voices) – in quarter two the Pasifika Komiti and Whau Ethnic Collective were established, and membership confirmed.
- Line 194: Community-led Placemaking – The Ambrico Action Plan group in New Lynn delivered a door knocking campaign which recorded a third of the residents into the
Neighbourhood Support database. They also facilitated a sharing of food event in partnership with New Lynn community centre and the “Ambrico Christmas in the park”.

- Line 598: Ambrico Kiln Site – The museum’s new Curator began her role in October 2019. Approximately 650 people attended the Crown Lynn Collectors Market on 3 November at the Museum and kiln.

- Line 1988: Te Whau Pathway – resource consent was publicly notified, and submissions received.

- Line 3169: Whau Ecological Restoration contracts – The first stage of pest plant visits is now largely complete and pest animal control visits have been increased throughout the high-value reserves. Aftercare maintenance of newly planted areas within reserves was carried out during November.

### Activities with significant issues

13. Almost all the work programme activities of the Whau Local Board have a RAG status of green (on track)

14. Four activities are reported as amber (some risks or issues, being managed) as follows

   - Olympic Park Upgrade (line 3026) is on hold because Auckland Transport does not accept the need for enforcement. Staff will investigate whether there are other options available.

   - New Lynn Transit Laneway – Stage 2 (line 3546) remains on hold with minimal progress since the last quarterly report. It is noted that staff continue to work on this project in an attempt to engage with adjacent landowners and various options are under consideration to progress this activity.

   - Motu Manawa – Holly Street to Eastdale Road Walkway (line 3676). This activity is progressing at a slower rate than anticipated due to funding issues.

   - Te Kete Rukuku (line 369). This activity is progressing at a slower rate than anticipated due to overlapping mana whenua interest and the process required to manage these.

15. The Carpark renewals at Golf Road Domain and Wingate Reserve (line 3643) are reported with a status of red (behind delivery, significant risk) as there is insufficient money to commence physical works. Additional budget would be required to progress this activity.

16. No activities are cancelled, merged or deferred.

### Tauākī whakaaweawe āhuarangi

#### Climate impact statement

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

18. Work programmes were approved in June 2019 and delivery is already underway. Should significant changes to any projects be required, climate impacts will be assessed as part of the relevant reporting requirements.

19. The local board is currently investing in a number of sustainability projects, mainly via its funding partnership with EcoMatters Environment Trust which aim to build awareness around individual carbon emissions, and changing behaviour at a local level. In particular, as part of the Whau Low Carbon Network (line 685), the low carbon broker continued to connect groups across the Whau Local Board area and within Puketāpapa and Waitematā, building an awareness of the low carbon network. The broker planned and executed four zero waste, plant-based and public transport events, a movie screening, presentations by local activators, and a clean technology event.
Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera
Council group impacts and views
20. When developing the work programmes council group impacts and views are presented to the boards.

Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe
Local impacts and local board views
21. This report informs the Whau Local Board of the performance for quarter two ending 31 December 2019.

Tauākī whakaaweawe Māori
Māori impact statement
22. E Tu – Responding to key aspirations and priorities for Māori in the Whau Local Board area (line 193) included facilitation of engagement between several key groups including the Ruamoko Marae and Whau taumata kaumatua roopu.
23. The Local Board Chair and Local Board Services staff have met with the newly appointed Kaiwhakaae (Māori Broker) from Hoani Waititi Marae and identified next steps for working together.
24. The incoming Whau Local Board requested a meeting with Te Kawerau a Maki with a view to establishing a formal relationship which can inform the next Local Board Plan and future work programmes. Several hui are expected to take place in quarters three and four.

Financial Performance
25. Operating expenditure of $7.8 million was under budget by $265,000 (8.5%). This mainly relates to the full facility maintenance contract underspend of $104,000 (3.6%).
26. Operating revenue of $173,000 was over budget by $39,000 (29.1%) mainly due to library sales and service charges of $32,000 budgeted regionally.
27. Capital Expenditure of $858,000 is $1.4m under budget. This mainly refers to the Crown Lynn Park development project where issues need to be resolved around the road layout plans before progress can be made, and slower progress than anticipated on general parks restoration.
28. The Whau Local Board Financial performance report is appended as Attachment B.

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

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations
30. While the risk of non-delivery of the entire work programme is rare, the likelihood for risk relating to individual activities does vary. Capital projects for instance, are susceptible to more risk as on-time and on-budget delivery is dependent on weather conditions, approvals (e.g. building consents) and is susceptible to market conditions.
31. Community Facilities are currently going through a departmental restructure to provide better support and guidance for decision makers. There is a risk that the work programmes could be disrupted or delayed. To mitigate this risk a transition plan is in place to ensure that your work programmes are delivered and disruptions are kept to a minimum. The local board will be kept informed throughout the transition.
32. The approved Community Facilities 2019/2020 work programme and 2020-2022 indicative work programme include projects identified as part of the Risk Adjusted Programme (RAP).
These are projects that the Community Facilities delivery team will progress, if possible, in advance of the programmed delivery year. This flexibility in delivery timing will help to achieve 100 per cent financial delivery for the 2019/2020 financial year, by ensuring that if projects intended for delivery in the 2019/2020 financial year are delayed due to unforeseen circumstances, that other projects can be progressed while the causes for delays are addressed.

33. Information about any significant risks and how they are being managed and/or mitigated is addressed in the ‘Activities with significant issues’ section.

Ngā koringa ā-muri
Next steps

34. The local board will receive the next performance update following the end of quarter three (31 March 2020).

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
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<tbody>
<tr>
<td>A</td>
<td>Whau Local Board Work Programme 2019-2020 Quarter Two</td>
<td>131</td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Mary Binney - Senior Local Board Advisor - Whau</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Glenn Boyd - Relationship Manager Henderson-Massey, Waitākere Ranges, Whau</td>
</tr>
</tbody>
</table>
Item 16

190  Build capacity funding for community leadership and capability building programmes  
Fund Community Workshops to:  
- coordinate community leadership programmes  
- convene issues based forums and open door days  
- provide individual and organisational development – leadership and governance training  
- deliver workshops and training opportunties to increase community capability within Avondale, Gbson, Kite, and New Lynn  
C.S. ACE Community Empowerment  
LD: Opex  
$50,000  
In progress  
Green  
In Q2, staff worked with Community Workshops to develop their annual work schedule and review the annual leadership development programmes. In July and September 2019, these Open Door Days were held at Te Wharepu of Waitakere. The Program co-ordinator and at Te Wharepu o Waitakere. All events were well attended by the public. The Resource Centre continues to offer space for up to 30 community groups. In Q1, three training sessions were provided on “Understanding Bystering in the Workplace, Conflict Resolution” and Planning Together: A Funding Strategy” Sixty-three members participated in the seminar. The bi-weekly digital newsletter for community events and features continues.

191  Community-led placemaking for Kai across the Whau  
Fund management and facilitation of Kai Across the Whau programme to:  
- promote and celebrate locally driven kai projects  
- connect and bring together key stakeholders to discuss strengths, barriers and opportunities for local food growing and distribution  
- develop resources through participatory budgeting  
This line also includes $5,000 for initiative(s) to support bees in the Whau.  
C.S. ACE Community Empowerment  
LD: Opex  
$20,000  
In progress  
Green  
The Participatory Budgeting process will support the implementation of six selected projects. Activities delivered in Q1 included Healthy Kowai cooking on a budget – the Budgeting Trust and a two-week youth cooking course. The Clean Plate ‘Healthy Lunch Box Workshop’ delivered a 2-hour workshop for parents of preschool and primary aged children. This objective for this year was to create healthy lunches at Roseneath School. Kai Whau is implementing a marketing strategy to increase public awareness including via social media (Instagram) and a newsletter. The new Kai Whau Coordinator is in her role and overseeing these projects.

192  Increase diverse participation and ethnic voices  
Deliver a work programme to increase social inclusion, connection and participation in decision-making by our culturally diverse communities.  
Leaders in the Pasifika, Chinese, Indian and other ethnic and resettled communities contribute to the future of Whau  
C.S. ACE Community Empowerment  
LD: Opex  
$20,000  
In progress  
Green  
Cultural leaders from Whau attended the launch of the Whau Ethnic Peoples community-led forum in August 2019. Attendees agreed on the shared purpose of the forum and committed to forming the first steering group that will meet monthly and drive the implementation of the Whau Ethnic Peoples Plan.

In September 2019 Pacific leaders from Whau attended the first meeting to progress the Whau Pacific Peoples Plan. Staff facilitated the meeting to discuss the implementation of the plan launched in May 2019. Discussion focused on the establishment of a Whau Pacific Peoples Forum. Feedback was very positive. The next step is to hold a wider community meeting to select a committee for the Whau Pacific Peoples Forum and establish a steering group to drive the implementation of the plan.

Pacific people. Staff organised a wider community meeting for Pacific people at the Hata’i youth Centre in the Weston. The Pacific community members contributed to the future of Whau. Proposed the implementation of the Whau Pacific Peoples Plan. Proposed the implementation of the Whau Pacific Peoples Plan.
### Work Programme 2019/2020 Q2 Report

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
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<th>Budget</th>
<th>Activity Status</th>
<th>RAG</th>
<th>Q1 Commentary</th>
<th>Q2 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>193</td>
<td>Tauri responding to aspirations and priorities of Mäori in the Whau Local board area</td>
<td>Respond to key aspirations and priorities for Māori in the area. Build strong relationships with Māori. Assist to reach shared goals with Māori, local Māori and organisations. Develop a local response to the aspirations of Māori: i.e. kitchenettes, laneways, toilets, strengthening local residents and local board relationships. Provide grants to support Māori celebrations in community hubs and houses ($12,601)</td>
<td>CS: ACE Community Empowerment</td>
<td>LL1: Opex</td>
<td>$54,000</td>
<td>In progress</td>
<td>Green</td>
<td>Staff met twice with Māori leaders and watched a site visit at the Avondale development site to gather a sense of geographic site specific and to provide feedback on the final design brief prior to seeking local board approval. In response to a meeting request, staff met with the principal of Horo Wakei manor. Karnel Deaf Education Centre maree representatives with the intention of organizing meeting with the newly elected local board. Funding agreement have been completed to enable Whau community hubs, houses and centres to celebrate Māori 20/20. The funding agreement for Whau Taurumate has been completed and actions will be reported in Q2. Staff attended the launch of the Kāraka Deaf Education Centre which was followed by a meeting at the Taurumate to provide advice on the development process. Students from Kāraka Deaf Centre (with support of deaf interpreters) presented the maire opening report through the sign language process at the local board business meeting.</td>
<td>Deal students, staff and the mane committee met at Waitakere to explore opportunities in 2020. In November 2019, an introductory meeting was held with the Kāraka Deaf School Māori Activator, newly elected Whau Local Board Chair, and staff. The purpose was to build on and strengthen the relationship between the mane and the newly elected Whau Local board members. It was agreed to meet again in Q3 with a wider group of school leaders and the Kāraka Deaf Education Centre. Funding agreements have been completed to enable Whau community hubs, houses and centres to celebrate Māori 20/20. The funding agreement for Whau Taurumate has been completed and actions will be reported in Q2. Staff attended the launch of the Kāraka Deaf Education Centre which was followed by a meeting at the Taurumate to provide advice on the development process. Students from Kāraka Deaf Centre (with support of deaf interpreters) presented the maire opening report through the sign language process at the local board business meeting.</td>
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| 194 | Community-led placemaking - neighbourhood and town centre development projects | Support placemaking projects that foster community identity and encourage shared action. Support community-led planning and placemaking that engage the diverse communities across the Whau, New Lynn, Kelson, Avondale and Glenmore. Support community-led placemaking that reflects the history and cultural heritage of Māori, Pacific, African communities that live in the Whau. Support community disaster resilience building. Support the establishment of community safety watch and wider community-led community safety initiatives. Support community-led initiatives to increase the connectedness and participation of older people. Explore opportunities in New Windsor. Promote and collaborate with community and government agencies, to support services for the homeless. Community Workers manages Whau Neighbours Day. Note: The 2019/2020 budget figure shown for this activity includes the $315,000 originally approved plus $30,000 carried forward from 2018/2019. | CS: ACE Community Empowerment | LL1: Opex | $145,000 | In progress | Green | Glenmore and the Avondale Collaboration group have been sufficiently established to operate independently of partner organisations this year. Staff have focused on providing training for local government and community safety initiatives. Support led initiatives to increase the connectedness and participation of older people. Explore opportunities in New Windsor. Promote and collaborate with community and government agencies, to support services for the homeless. Community Workers manages Whau Neighbours Day. | Staff finalised the Community Work schedules and funding agreement. New Lynn: The Action Plan group delivered a door-knocking campaign that recorded 90% of the residents into the Neighbourhood Support database. They also facilitated a sharing of food and community services with the Neighbourhood Support Centre and the "Auckland Christmas in the Park". A movie in the park is planned for February 2020. Neighbourhood Whau Pacific Wellness continue to receive feedback on feedback on its voluntary patrols and visibility. Glenmore: Ongoing community work including welcome packs for newcomers, Ladies Night, Tinkohe and Maori Language weeks celebrations, and employment pathway workshops. Avondale: The Avondale Collaboration held three monthly network meetings and led the "Avondale Christmas" in December 2019. New Windsor: The community hub is slowly taking shape. The group undertook community engagement at the school’s food festival in September 2019 to collect feedback on what the community loved about New Windsor, and they also attended two workshops to apply the Regenerative Development Approach. Now programmes at the hub include: "Mainly Music" for children and serving classes. |

| 195 | Youth capacity building | To develop social and economic innovation with Māori, Pacific and diverse young people. Note: this line replaces the former Youth Connections initiative | CS: ACE Community Empowerment | LL1: Opex | $20,000 | In progress | Green | Staff completed the funding agreement. Creative Souls will continue to build on 2018/2019’s work, combining events, | The Creative Soul Project (CSP) have exceeded their outcomes with the Fresh One crew. Collaborative activities have included design, creative thinking, retail, printing, supporting exhibitors, photography, dance, art, and social media. Young people from Fresh One have shown leadership in these areas with the outcome of paid work and further exposure to community and business. |
### Attachment A

#### Item 16

**Work Programme 2019/2020 Q2 Report**

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Lead Dept / Unit at CEO</th>
<th>Budget Source</th>
<th>Budget</th>
<th>Activity Status</th>
<th>FCG</th>
<th>Q2 Commentary</th>
<th>Q2 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>196</td>
<td>Youth Development</td>
<td>5-unit project management to facilitate and deliver Whau youth providers network and associated youth-led activities including the Whau Youth Awards, the Whau youth board and youth week activities.</td>
<td>CS: ACE Community Empowerment</td>
<td>LLI: Opex</td>
<td>$31,000</td>
<td>In progress</td>
<td>Green</td>
<td>Miriam Musaeus was appointed to the coordination role for both the youth board and youth provider network. The funding agreement is now complete and being accessed for payment under the Blackhouse Bay Community Centre. Miriam has attended two meetings and is building a planning meeting for their work programme in October 2019. The youth board was part of the collaboration with three other youth councils that hosted the mayoral debate held at Auckland University in September 2019. 11 candidates were interviewed and satellised versus hosted live streaming of the event.</td>
<td>Miriam Musaeus stepped down from her role as coordinator and the associated funding was returned to council. The youth network was informed and members were invited to submit an expression of interest for the role. Youth Horizons were successful and staff are working to finalise the funding agreement. Handover will happen in Q3.</td>
</tr>
</tbody>
</table>

197 | Apply the empowered communities approach - connecting communities (WCH) | Broker strategic collaborative relationships and resources within the community. This includes five key activity areas: 1. Engaging communities; 2. Strengthening community-led planning initiatives - empowering communities to provide input into planning initiatives; influence decision-making on place-based planning and implementation. | CS: ACE Community Empowerment | LLI: Opex | $0 | In progress | Green | Staff co-hosted the inaugural Whau Pacific Peoples and Whau Ethnic Peoples forum, staff used the principles of the Empowered Communities Approach to facilitate and manage these meetings. Participants from both forums indicated their desire for a community-led approach to the recommendations from the Whau Pacific Peoples and Whau Ethnic Peoples plans. In Q2, staff will facilitate the second forum, with the intention that community-led forums will be established. Auckland Community Accounting, a free service for clubs and not-for-profit, was connected to community hub managers, Pacific and Māori organisations providing free accounting support and advice. Clancy Club co-founder has reported positive outcomes from the service. Staff are working to facilitate two grants workshops next quarter. This will support the community and local groups to access information about the most local board funding rounds. | The Strategic Linker attended meetings and supported the specialist advisors to establish the Whau Ethnic Peoples Collective and the Whau Pacific Peoples Forum. During Q2, the Strategic Linker has met with organisations and connected them to specific council specialties such as the grants, recreation and recreation advisors to access advice and support. A significant networking relationship occurred with the Afghan community and the new U15 football and cricket club, enabling the Afghan group to meet with the club captain and work towards accessing affordable office space at the club. The club captain confirmed a space for the Afghan group. Due to the local elections, the grants workshops did not occur. Discussions have begun with the Grants Advisor to plan workshops in Q3. |

320 | Citizenship Ceremonies - Whau | Delivery of an annual programme of citizenship ceremonies in partnership with the Department of Internal Affairs. | CS: ACE Events | AESS: Opex | $10,888 | In progress | Green | The Civic Events team delivered nine citizenship ceremonies on three different occasions during Q2 with 226 people from the local board area becoming new citizens. | The Civic Events team delivered six citizenship ceremonies on two different occasions during Q2 as no civic events were scheduled. |

320 | Araric & Local Civic Events - Whau | Support and deliver Araric services and parades within the local board area. Support civic type events within the local board area, such as the opening of new parks, sports, and community centres and special consultation events - Araric: Day Services $15,250; Local Civic Events $3,360. | CS: ACE Events | LLI: Opex | $18,750 | In progress | Green | Araric commemorations are scheduled for Q4 and planning will commence in Q2. Meetings were held with the Democracy Advisory Team regarding the civic events being delivered in 2019/2020. Archibald Park playground opening is scheduled for Q4. Planning will start in Q3 upon confirmation of completion. | Araric commemorations are scheduled for Q4 planning started in Q2. No activity occurred during Q2 as no civic events were scheduled. |
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<tbody>
<tr>
<td>330</td>
<td>Event Partnership Fund - Whau</td>
<td>Funding to support community events through a non-controllable process. This provides an opportunity for the local board to work in partnership with local event organisers by providing core funding for up to three years to selected events. - Whau Pacific Festival $35,000 - Whau Arts Festival (delivered by Whau the People) $25,000 - Whau Chinese Festival $25,000 - Waitangi Day $5,000 - New Lynn BID Christmas Event $3,500 - Blockhouse Bay BID Christmas Parade $3,500 - Indian Kiwi Festival $3,250 - Serens and Sounds $10,000 - Avondale Community Christmas Event $3,500</td>
<td>CS: ACE Events</td>
<td>LID: Opex</td>
<td>$186,000</td>
<td>In progress</td>
<td>Green</td>
<td>This four grants with a value of $15,000 have been paid out to recipients. Confirmed dates for funded events: - Waitangi Day on 5 February 2020 - New Lynn BID Christmas Event on 7 December 2019 - Blockhouse Bay BID Christmas Parade 30 November 2019 - Serens and Sounds on 23 November 2019 - Avondale Community Christmas Event on 6 December 2019.</td>
</tr>
<tr>
<td>331</td>
<td>Moments In Parks - Whau</td>
<td>Programme and deliver two Regional Moments in Parks events.</td>
<td>CS: ACE Events</td>
<td>LID: Opex</td>
<td>$27,000</td>
<td>In progress</td>
<td>Green</td>
<td>This four grants with a value of $83,250 were paid out to recipients. Events that occurred in this quarter were: - New Lynn Christmas Event - Blockhouse Bay Christmas Event - Serens and Sounds - Avondale Community Christmas Event. Note: The 2019/2020 budget was shown for this activity includes the $130,759 originally approved plus $32,250 carried forward from 2018/2019.</td>
</tr>
<tr>
<td>353</td>
<td>Community Grants (Whau)</td>
<td>Support local community groups through contestable grant funding.</td>
<td>CS: ACE Community Empowerment</td>
<td>LID: Opex</td>
<td>$139,505</td>
<td>In progress</td>
<td>Green</td>
<td>The local board allocated $82,437.17 to Local and Multiblock Grants, Round One (WH2019/168). This leaves a total of $66,067.83 to be allocated in the remaining grant rounds.</td>
</tr>
<tr>
<td>584</td>
<td>Operational Grant - Te Tii Uku</td>
<td>Fund Portage Ceramics Trust to operate Te Tii Uku, a museum collection of New Zealand ceramics and pottery-making equipment.</td>
<td>CS: ACE Arts &amp; Culture</td>
<td>ARS: Opex</td>
<td>$61,384</td>
<td>In progress</td>
<td>Green</td>
<td>The local board allocated $111,452.89 for Quick Response Round One (WH2019/157). This leaves a total of $73,779.53 to be allocated to one local grants round and one quick response round. In Q2, the museum had 1,204 visitors through the doors. The museum’s new Curator began on 7 October 2019 and a new funding agreement was signed for 2019-2020. Approximately 650 people attended the Crown Lynn Collectors Market on 3 November 2019 at the Museum and lido. This has become a much anticipated annual event for the Crown Lynn Collecting community. Crown Lynne expert, Ev Williams, volunteered her expertise to the museum in December 2019.</td>
</tr>
<tr>
<td>586</td>
<td>Operational Grant - Ambrosia Kiln Site Projects</td>
<td>Fund Portage Ceramics Trust to develop projects in relation to the Ambrosia Kiln site to increase community engagement and awareness of the history of the kiln and associated clay works.</td>
<td>CS: ACE Arts &amp; Culture</td>
<td>ARS: Opex</td>
<td>$15,000</td>
<td>In progress</td>
<td>Green</td>
<td>The museum’s new Curator began on 7 October 2019 and a new funding agreement was signed for FY19/20. Approximately 650 people attended the Crown Lynn Collectors Market on 3 November at the Museum and lido. This has become a much anticipated annual event for the Crown Lynn Collecting community.</td>
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</table>
### Work Programme 2019/2020 Q2 Report

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<tr>
<td>589</td>
<td>Local Arts Broker Programme - Whau</td>
<td>Fund the Whau Community Arts Broker over a two year period to develop strategic relationships and contacts within the creative community, and support a range of community-led arts activity including temporary street projects and activities.</td>
<td>CS: ACE, Arts &amp; Cultures</td>
<td>LTI, Opex</td>
<td>$80,000</td>
<td>In progress</td>
<td>Green</td>
<td>The documentary project on Whau migration stories produced by Tui Ticovala and Mana Vai completed their two week shoot, recording eight stories from the Whau. The Going West Poetry Slam delivered a slam host at Freemans Bay and the Poetry Grand Slam at the Hollywood. Avondale to a packed-out audience of 228 people. Frankie Chui delivered two knitting workshops in partnership with the Blockhouse Bay Library. Two World Circus workshops were delivered by Media Projects resulting in a short animated film created by the 15 children who participated. Tui Ticovala and Mana Vai held the final screening of Whau Migration Stories, a short film made locally that tells the stories of six migrants living in the Whau Local Board Area. Frankie Chui instigated Thread My Flesh Wounds, a temporary soft sculpture, on the exterior wall of the Blockhouse Bay Library. Co-created with the community through knitting workshops at the library the sculpture will remain on site as a community instalment.</td>
<td></td>
</tr>
</tbody>
</table>

| 1116 | Access to Community Places - WH        | Provide fair, easy and affordable access to a safe and welcoming venues in the Whau Local Board area. Council delivery: Avondale Community Centre New Lynn Community Centre. Community delivery: supported by council through a contract for service/fee agreement | CS: ACE, Community Places | ARS, Opex    | $0      | In progress | Green | During Q2, participant numbers across council and community managed venues have decreased by seven per cent compared to the same period last year. Booking hours across council and community managed venues have increased by 24 per cent compared to the same period last year. Satisfaction results for council managed venues show that 80 per cent of hours would recommend the venues they have visited in this local board. The top two activity types are religious and fitness/spirits/tea drinking. | During Q2, participant numbers across council and community managed venues have increased by 20 per cent compared to the same period last year. Booking hours across council and community managed venues have increased by 2% per cent compared to the same period last year. Satisfaction results for council managed venues show that 80 per cent of venues would recommend the venues they have visited in this local board. The top two activity types are religious and fitness/spirits/tea drinking. |

| 1117 | Activation of Community Places - WH    | Enable and co-ordinate a wide range of activities that cater to the diversity of the Whau community Council delivery: Avondale Community Centre New Lynn Community Centre. Community delivery: supported by council through a contract for service/fee agreement | CS: ACE, Community Places | ARS, Opex    | $10,157 | In progress | Green | Q1 activation highlights for Whau Community Centres have included - The Whau Community House hosted a community Matariki Celebration, connecting whanau and community through kapa haka, music and a morning tea. Waitemata Community House has worked with the Rainbow Tribe to develop and promote a range of services to the community, including a workshop on the history and significance of the Rainbow Tribe and a discussion on the future of the Rainbow Tribe. - The Matariki Festival is being held in Whau Community House, with the community invited to participate in a range of events, including a kapa haka workshop and a community meeting. - The Reko Community Centre has hosted a range of events, including a community meeting and a community dinner. The Community Centre has also hosted a range of events, including a community meeting and a community dinner. | Q2 activation highlights for Whau Community Centres have included - Green Bay Community House organizing successful community-led events such as Green Bay Rides Market (November 2019) with 16 stakeholders from local families, attracting around 250 visitors. The Annual German Christmas market (November 2019), attracted around 600 visitors. Waitemata Community House organized a Grown Your Own Christmas workshop by Lino Food Hole Waddle followed by the staff of the next week gardening sessions with four to 16 participants. - The Karetai Community Hub has built a strong relationship with the Feast Education Centre. The Feast Centre opened their new mana wahine,RAYNICE, which the Karetai Community Hub has been a part of. Because of the mana wahine, a door has been opened for the community to build a relationship with the staff and students. Each week the Feast Centre supports them with establishing the karetai and kae for the mana wahine. This relationship has seen strong connections developed between local art To Kowera a Māori, local community, the Taumata and the Feast Centre. |

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5/25

Whau Local Board

Auckland Council's Quarterly Performance Report: Whau Local Board for quarter two 2019/2020
## Work Programme 2019/2020 Q2 Report

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Lead Del or Unit or CCO</th>
<th>Budget Source</th>
<th>Budget</th>
<th>Activity Status</th>
<th>Q1 Commentary</th>
<th>Q2 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>1116</td>
<td>Programming in Community Places - WH</td>
<td>Develop and deliver programmes that respond to a need or gap in the Whau local community Council delivery. Avenue Community Centre (35,902) new Lyre Community Centre (65,144)</td>
<td>CS: ACE Community Places</td>
<td>ABS: Opex</td>
<td>$60,065</td>
<td>In progress</td>
<td>Green</td>
<td>During Q2, Whau Community Centres delivered a range of programmes with a number of partners. Responding to community demand for a high energy local market with community focused events, staff, local businesses and community groups developed the Fish ‘n’ Chips Market. The market includes local vendors selling quality food, crafts, handmade jewelry, organic and natural products. Staff have worked to include entertainment, music, art, kids activities, delivered by local clubs, schools and groups at each market to showcase what they do and demonstrate how they support belonging in the New Lynn community. The market will continue to be supported by staff until the end of the calendar year, while they work with local stakeholders to move it to a fully community-led and delivered programme.</td>
</tr>
<tr>
<td>1119</td>
<td>Service Improvement - Green Bay Community House (0.0)</td>
<td>Additional funds to assist Green Bay Community House (incorporated) to assist with delivery of the service level $10,000</td>
<td>CS: ACE Community Places</td>
<td>LDI: Opex</td>
<td>$10,000</td>
<td>Completed</td>
<td>Green</td>
<td>Additional funds were paid as part of contract payment during Q1.</td>
</tr>
<tr>
<td>1119</td>
<td>Youth Leadership Programme</td>
<td>Fund West Auckland Pasifika Forum to deliver a leadership training programme for Pasifika youth over the 2020 academic year. Support activities that build the capacity of the West Auckland Pasifika Forum.</td>
<td>CS: ACE Community Empowerment</td>
<td>LDI: Opex</td>
<td>$10,000</td>
<td>In progress</td>
<td>Green</td>
<td>Seventy-one students completed the 2019 Tula programme and celebrated their graduation on 28 July 2019. Staff undertook a review of the programme, which was reviewed by the programme governance group in Q1. Lessons learned are noted which will help support improvements for the 2020 programme. Members from West Auckland Pasifika Forum and Youth Horizons presented to the three western cluster local boards, highlighting positive delivery, results, and outcomes. This presentation received positive comments and encouraging feedback from local board members. Staff will provide support towards the ‘leadership’ and ‘government’ programme modules in 2020 and continue to support the governance capacity building for WAPF. The rebranding of WAPF as a legal entity is planned to be completed by Q2. The funding agreement for the 2020 programme will be completed in Q2.</td>
</tr>
<tr>
<td>1309</td>
<td>Community Response - Minor Heritage Activations</td>
<td>To continue to deliver new plaques to acknowledge local heritage sites. The board would also consider replacement plaques where needed. To allocate up to $3,000 for the purpose of generating and publishing heritage articles in and about the Blackhouse Bay, Green Bay, and New WORDER area. To allocate up to $3,000 for the purpose of generating and publishing heritage articles in and about the Avondale, New Lynn and Kelston areas. The balance of the fund to respond to any heritage projects that arise during the visit</td>
<td>CS: ACE Community Empowerment</td>
<td>LDI: Opex</td>
<td>$20,000</td>
<td>In progress</td>
<td>Green</td>
<td>Staff completed the funding agreement for Blackhouse Bay Bays. In Q1, heritage articles were published. Staff also accessed Whau historical reference books from the Auckland Council Corporate Library to support future historical activities.</td>
</tr>
<tr>
<td>3179</td>
<td>Senior Citizens’ High Tea</td>
<td>To organise a High Tea and suitable entertainment for the Senior Citizens.</td>
<td>CS: ACE Events</td>
<td>LDI: Opex</td>
<td>$12,000</td>
<td>In progress</td>
<td>Green</td>
<td>The Senior Citizens’ High Tea is scheduled for Q3, planning will commence in Q2.</td>
</tr>
<tr>
<td>3180</td>
<td>Grant Recipients’ Ceremony</td>
<td>An event to recognise those individuals and groups who have received grants from the local board</td>
<td>CS: ACE Events</td>
<td>LDI: Opex</td>
<td>$5,000</td>
<td>Approved</td>
<td>Green</td>
<td>Meetings will be organised to define the scope of the event which is scheduled for Q4, with planning to commence in Q3.</td>
</tr>
<tr>
<td>ID</td>
<td>Activity Name</td>
<td>Activity Description</td>
<td>Local Lead / Unit or CCO</td>
<td>Budget Source</td>
<td>Budget</td>
<td>Activity Status</td>
<td>RAG</td>
<td>Q1 Commentary</td>
</tr>
<tr>
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</tr>
<tr>
<td>1007</td>
<td>Young Enterprise Scheme (YES)</td>
<td>The Auckland Chamber of Commerce, on behalf of the Young Enterprise Trust, delivers the Young Enterprise Scheme (YES) in Auckland. YES is a strategic partner supporting the delivery of YES. YES is practical, year-long programme for year 12 and 13 students. Through the programme, students develop creative ideas into actual businesses, complete with real products and services and experience real profit and loss. The funding from the local board will support the delivery of the Young Enterprise Scheme Kick Start Days in February 2020. The Kick Start days are held in sub-regions (north, south, east, central) and see the first day students get to meet the Young Enterprise team, and find out about their 2020 year, what YES is all about, and what is in store for them.</td>
<td>ATEED, Local Economic Growth</td>
<td>LDL, Opex</td>
<td>$1,000</td>
<td>In progress</td>
<td>Green</td>
<td>Green</td>
</tr>
<tr>
<td>1688</td>
<td>To Whau Pathway Stage 2A - develop boardwalk connections between Robert's Field, Ken Maundir and Riccarton Reserve and Queen's Mary Reserve and Archibald Park</td>
<td>Develop the To Whau Pathway boardwalk connections between Robert's Field, Ken Maundir and Riccarton Reserve and Queen's Mary Reserve and Archibald Park.</td>
<td>CF, Project Delivery</td>
<td>AERS, Capital - Development</td>
<td>$276,045</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Two public open days were held on July and August 2019. Next steps: Anticipated public notification of the resource consent application by end of September 2019.</td>
</tr>
<tr>
<td>2059</td>
<td>Crown Lynn Park development</td>
<td>Development of a local park in conjunction with the Alberton area construction at the old Crown Lynn Factory site. FY 19/20 - investigation, design and planning. FY 20/21 &amp; FY 21/22 - plan and undertake physical work.</td>
<td>CF, Project Delivery</td>
<td>AERS, Capital - Development</td>
<td>$661,180</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: To enable the project to proceed a land swap also needs to be finalised to confirm the park boundary before design can commence. We also need to understand the real layout plans from the Crown Lynn developer to enable the park to match the flow of the new surrounding streets. Next steps: Once the two issues mentioned above have been finalised we can commence the concept design.</td>
</tr>
<tr>
<td>2143</td>
<td>Blockhouse Bay community centre - renew car park</td>
<td>Renew car park surface and maximise parking. FY 19/20 - investigation and scoping. FY 20/21 - plan and undertake physical work.</td>
<td>CF, Project Delivery</td>
<td>AERS, Capital - Renewals</td>
<td>$181,100</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Fire report being commissioned to support Watercare. Next steps: Submission of fire report to Watercare. Works to be rescheduled once further clarity received on timing of water relocation with Watercare. Works will be programmed to financial year 2020.</td>
</tr>
<tr>
<td>2152</td>
<td>Avondale - develop new community centre and library</td>
<td>Develop a new integrated community centre and library in Avondale.</td>
<td>CF, Investigation and Design</td>
<td>AERS, Capital - Development</td>
<td>$350,000</td>
<td>Approved</td>
<td>Green</td>
<td>Current status: Communication with the community engagement that also informed the design brief is complete. Design brief vision and key provisions approved by local board on 28 August 2019. Procurement for a design team is underway. Next steps: Complete procurement and commence concept design.</td>
</tr>
<tr>
<td>2163</td>
<td>Otahuhu Domain - renew park structures and footpaths</td>
<td>Renovate structures including a bridge and steps at Otahuhu Domain. Four footpath sections to also be renewed. FY 19/20 - investigation and scoping. FY 20/21 &amp; FY 22/23 - plan and undertake physical work.</td>
<td>CF, Project Delivery</td>
<td>AERS, Capital - Renewals</td>
<td>$184,024</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Works on the culvert drain upgrades are progressing. Next steps: Prepare the next phase of work for track and box step upgrades.</td>
</tr>
<tr>
<td>2004</td>
<td>Olympic Park - renew sport fields</td>
<td>Renew sport fields including athletic track and field. FY 17/18 - investigate and design required work. FY 18/19 - plan and undertake physical works. This project is completed and was delivered in accordance of the planned timeframe. The budget remains in the original allocated year as it was committed.</td>
<td>CF, Project Delivery</td>
<td>AERS, Capital - Renewals</td>
<td>$0</td>
<td>Completed</td>
<td>Green</td>
<td>Project completed May 2019.</td>
</tr>
</tbody>
</table>
### Work Programme 2018/2019 Q2 Report

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Land Use / Unit of CCO</th>
<th>Budget Source</th>
<th>Budget</th>
<th>Activity Status</th>
<th>RAG</th>
<th>Q1 Commentary</th>
<th>Q2 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>2247</td>
<td>Whau Recreation Centre - develop new recreation centre</td>
<td>Develop a recreation centre in Whau area</td>
<td>CF - Investigation and Design</td>
<td>ABS - Capex - Development</td>
<td>$500,000</td>
<td>Approved</td>
<td>Green</td>
<td>Current status: The indicator business case August 2017 provided options for both the aquatic / recreation and community centre. Based on recommendations in the business case, Penultimate has been progressing land sourcing, monitoring, and acquisition. The One Local Initiative component of the initial project led to the development of an aquatic / recreation centre. An update workshop will be scheduled with the local board in early 2020 to outline the proposed delivery timeline for the Dearlton Business Case.</td>
<td>Next steps: Planning is underway for location options analysis to support land acquisition opportunities.</td>
</tr>
</tbody>
</table>
## Work Programme 2019/2020 Q2 Report

<table>
<thead>
<tr>
<th>No.</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Council Dept./ Unit at AGC</th>
<th>Budget Source</th>
<th>Budget</th>
<th>Activity Status</th>
<th>RAG</th>
<th>Q1 Commentary</th>
<th>Q2 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>2344</td>
<td>Cron Park - Implement park development plan (Stage 1)</td>
<td>Develop park at north eastern corner adjacent to Raglan Street. Investigate playground upgrade and development of the old depot site with suitable recreation facilities. Construct new park furniture. Incorporate the playground renewal. FY18/19 &amp; FY19/20 - investigate, design scope and cost.</td>
<td>CF: Project Delivery</td>
<td>LHI: Capex</td>
<td>$110,285</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Project taken off hold 24 September 2019. Next steps: Under take community consultation on the concept plan and proposed works.</td>
<td>Current status: Community consultation undertaken through ‘Have your Say’ website and an open day at the park. Next steps: Collation of the community feedback to the concept plan. Review and assess feedback received and discuss with the local board before updating the concept plan if required.</td>
</tr>
<tr>
<td>2458</td>
<td>New Lynn Community Centre - upgrade facility</td>
<td>Upgrade facility to a fit for purpose standard as per plan FY18/19 &amp; FY19/20 - investigate, design, scope and cost required work. Risk Adjusted Programme (RAP) project. (LHI Capex contribution $50,000)</td>
<td>CF: Project Delivery</td>
<td>ABS: Capex - Renewals, LHI: Capex</td>
<td>$52,650</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Design consultants have been engaged and completion of the documentation for the building consent application is well underway. Next steps: Commence final design work and lodge the building consent application.</td>
<td>Current status: Design consultants have been engaged and completion of the documentation for the building consent application is well underway. Lodge building consent application. Next steps: Tendering and procurement process to be undertaken.</td>
</tr>
<tr>
<td>2469</td>
<td>St Ferens Church - renew roof</td>
<td>Renew roof to ensure fit for purpose. FY18/19 - investigate and design, proposed work. FY19/20 - plan and undertake physical works. Risk Adjusted Programme (RAP) project.</td>
<td>CF: Project Delivery</td>
<td>ABS: Capex - Renewals</td>
<td>$138,545</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Finalising the scope of works and site inspection, cost assessment and tendering. Next steps: Confirmation of the scope and commencement contract engagement.</td>
<td>Current status: Signed the statement of works, and pre-start the project. Next steps: Commence with the contractor for physical works.</td>
</tr>
<tr>
<td>2509</td>
<td>Totara Triangle - renew lighting</td>
<td>Renew lighting in the car park at rear of the community centre. FY18/19 - investigate and design required work. FY19/20 - plan and undertake physical works.</td>
<td>CF: Project Delivery</td>
<td>ABS: Capex - Renewals</td>
<td>$89,000</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Asset Management Intelligence Support and Investigation and Design personnel is developing the scope of work. Next steps: Planning phase involving the engagement of a design consultant.</td>
<td>Current status: Engagement of a design consultant to review lighting requirements at the carpark. Next steps: Review proposed design for lighting.</td>
</tr>
<tr>
<td>2555</td>
<td>Archibald Park - design and install mural on amenity block</td>
<td>Design and paint a mural and apply graffiti guard to toilet and changing rooms. FY18/19 - investigation and design. FY19/20 - plan and undertake physical work.</td>
<td>CF: Project Delivery</td>
<td>External funding</td>
<td>$3,715</td>
<td>Completed</td>
<td>Green</td>
<td>Project completed.</td>
<td>Project completed.</td>
</tr>
<tr>
<td>2618</td>
<td>Ambience Historical Reserve - renew bunker mounting and cover</td>
<td>Renew the historic bunker mounting and cover. FY18/19 - investigate and plan required work with assistance of the Auckland Heritage Trust FY19/20 - plan and undertake physical work. Risk Adjusted Programme (RAP) project.</td>
<td>CF: Investigation and Design</td>
<td>ABS: Capex - Renewals</td>
<td>$6,000</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Options currently being investigated for the protection of the bunker unit. Next steps: Engage with heritage team on available retention or physical option.</td>
<td>Current status: Concept plan for suggested options currently being developed. Next steps: Cost estimate for options to inform decision option.</td>
</tr>
<tr>
<td>2621</td>
<td>Archibald Park - renew MMBL walks</td>
<td>Renew MBBL sections on Nos 1-1.2 and 3.4 sport fields. FY19/20 - investigate and plan and undertake required work</td>
<td>CF: Investigation and Design</td>
<td>ABS: Capex - Renewals</td>
<td>$0</td>
<td>Approved in principle</td>
<td>Green</td>
<td>Project will be scoped and completed in future years.</td>
<td>Current status: Physical works have commenced onsite. Next steps: Complete planting works.</td>
</tr>
<tr>
<td>2627</td>
<td>Bardon Green - improve park plantings</td>
<td>Undertake planting in existing boundary planting areas.</td>
<td>CF: Investigation and Design</td>
<td>LHI: Capex</td>
<td>$9,750</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Additional funding to progress the physical works at Bardon Green (Donation was approved at Whau Local Board business meeting 25 September 2019). Next steps: Progress physical works.</td>
<td>Current status: Physical works have commenced onsite. Next steps: Complete physical works.</td>
</tr>
<tr>
<td>2628</td>
<td>Bardon Green - upgrade park amenities</td>
<td>Undertake amenity improvements including upgraded signage and furniture.</td>
<td>CF: Investigation and Design</td>
<td>LHI: Capex</td>
<td>$38,180</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Additional funding to progress the physical works at Bardon Green (Donation was approved at Whau Local Board business meeting 25 September 2019). Next steps: Progress physical works.</td>
<td>Current status: Physical works have commenced onsite. Next steps: Complete physical works.</td>
</tr>
<tr>
<td>2633</td>
<td>Blockhouse Bay Community Centre - replace water proof membrane in roof</td>
<td>Install new water proof membrane at the internal gutter on the lower roof outside mezzanine, to prevent rain water seeping to floors below. FY19/20 - investigate, plan and undertake physical works.</td>
<td>CF: Investigation and Design</td>
<td>ABS: Capex - Renewals</td>
<td>$0</td>
<td>Approved in principle</td>
<td>Green</td>
<td>Project will be scoped and completed in future years.</td>
<td>Project will be scoped and completed in future years.</td>
</tr>
<tr>
<td>2634</td>
<td>Blockhouse Bay Recreation Reserve - renew amenity block on Rutland Road</td>
<td>Renew the old block with a new modern building with changing facilities. FY21/22 - investigate and scope required work. FY22/23 - plan and undertake physical works.</td>
<td>CF: Investigation and Design</td>
<td>ABS: Capex - Renewals</td>
<td>$0</td>
<td>Approved in principle</td>
<td>Green</td>
<td>Project will be scoped and completed in future years.</td>
<td>Project will be scoped and completed in future years.</td>
</tr>
<tr>
<td>2640</td>
<td>Cragraven Park - refresh amenity block</td>
<td>Refurbish ramnoo toilet block. FY21/22 - investigate and scope required work. FY22/23 - plan and undertake physical works.</td>
<td>CF: Investigation and Design</td>
<td>ABS: Capex - Renewals</td>
<td>$0</td>
<td>Approved in principle</td>
<td>Green</td>
<td>Project will be scoped and completed in future years.</td>
<td>Project will be scoped and completed in future years.</td>
</tr>
<tr>
<td>2641</td>
<td>Beach Park - install basketball hoop in court area</td>
<td>Install basketball hoop in court area</td>
<td>CF: Investigation and Design</td>
<td>LHI: Capex</td>
<td>$49,000</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Updated proposal has been sent to the local board. Next steps: Progress project following August Community Facilities local board workshop.</td>
<td>Current status: Currently discussing option for a Need of new basketball courts with Park, Sport and Recreation Staff. Next steps: Final outcome of the discussions will be presented at the local board workshop meeting. Current status: Detailed design is complete and under review with the closed form management team. Next steps: Engage contractor.</td>
</tr>
<tr>
<td>2851</td>
<td>Cron Park - install basketball hoop on eastern side of practice field</td>
<td>Install a new footpath from playground to main carpark around the eastern field. FY18/19 &amp; FY19/20 - investigate, design and undertake physical works.</td>
<td>CF: Investigation and Design</td>
<td>LHI: Capex</td>
<td>$110,000</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Detailed design work is underway on the footpath. Next steps: Engage a contractor.</td>
<td>Current status: Community consultation undertaken through ‘Have your Say’ website and an open day at the park. Next steps: Collation of the community feedback to the concept plan. Review and assess feedback received and discuss with the local board before updating the concept plan if required.</td>
</tr>
</tbody>
</table>
### Work Programme 2019/2020 Q2 Report

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<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Council Debt / Unit at COO</th>
<th>Budget Source</th>
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<th>RAG</th>
<th>Q1 Commentary</th>
<th>Q2 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>2805</td>
<td>Crum Park - upgrade playground</td>
<td>Renew and potentially upgrade the playground in conjunction with park development. FY20/21 - investigation and design (potentially as a part of playground upgrade).</td>
<td>CF: Investigation and Design</td>
<td>ABS: Capex - Renewals</td>
<td>$0</td>
<td>Approved in principle</td>
<td>Green</td>
<td>Project will be scoped and completed in future years.</td>
<td>Project will be scoped and completed in future years.</td>
</tr>
<tr>
<td>2807</td>
<td>Crum Park - upgrade minor assets</td>
<td>Upgrade the minor assets - install new minor assets including furniture, bins, signage. FY18/19 &amp; FY19/20 - investigate, plan and install assets. FY20/21 - plan and undertake physical work.</td>
<td>CF: Investigation and Design</td>
<td>ABS: Capex - Renewals</td>
<td>$36,000</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Design work has commenced on this project. Next steps: Continue to develop design.</td>
<td>Project will be scoped and completed in future years. Next steps: Seek fee proposal from contractor.</td>
</tr>
<tr>
<td>2808</td>
<td>Green Bay Domain - renew amenity block</td>
<td>Renew amenity block in a new position and with one pan and a changing bench. This project should be aligned with the proposed park upgrade. FY20/21 - investigate and design required work. FY21/22 - plan and undertake physical work.</td>
<td>CF: Investigation and Design</td>
<td>ABS: Capex - Renewals</td>
<td>$0</td>
<td>Approved in principle</td>
<td>Green</td>
<td>Project will be scoped and completed in future years.</td>
<td>Project will be scoped and completed in future years.</td>
</tr>
<tr>
<td>2809</td>
<td>Green Bay Domain - renew playground</td>
<td>Renew playground. This project should be aligned with the proposed park upgrade. FY20/21 - investigate and design required work. FY21/22 - plan and undertake physical work.</td>
<td>CF: Investigation and Design</td>
<td>ABS: Capex - Renewals</td>
<td>$0</td>
<td>Approved in principle</td>
<td>Green</td>
<td>Project will be scoped and completed in future years.</td>
<td>Project will be scoped and completed in future years.</td>
</tr>
<tr>
<td>2810</td>
<td>Miramar Reserve - renew playground</td>
<td>Renew playground and associated park furniture. FY21/22 - investigate and design the required work. FY21/22 - plan and undertake the physical work.</td>
<td>CF: Investigation and Design</td>
<td>ABS: Capex - Renewals</td>
<td>$0</td>
<td>Approved in principle</td>
<td>Green</td>
<td>Project will be scoped and completed in future years.</td>
<td>Project will be scoped and completed in future years.</td>
</tr>
<tr>
<td>2811</td>
<td>Whau - renew park and facility signage FY20/21</td>
<td>Renew park and facility signage at identified sites. FY20/21 - investigate, scope and undertake physical work.</td>
<td>CF: Investigation and Design</td>
<td>ABS: Capex - Renewals</td>
<td>$0</td>
<td>Approved in principle</td>
<td>Green</td>
<td>Project will be scoped and completed in future years.</td>
<td>Project will be scoped and completed in future years.</td>
</tr>
<tr>
<td>2812</td>
<td>Whau - renew park furniture FY21/22</td>
<td>Renew park furniture at identified sites. FY21/22 - investigate, scope and undertake physical work.</td>
<td>CF: Investigation and Design</td>
<td>ABS: Capex - Renewals</td>
<td>$0</td>
<td>Approved in principle</td>
<td>Green</td>
<td>Project will be scoped and completed in future years.</td>
<td>Project will be scoped and completed in future years.</td>
</tr>
<tr>
<td>2813</td>
<td>Whau - renew park furniture FY20/21</td>
<td>Renew park furniture at identified sites. FY20/21 - investigate, scope and undertake physical work.</td>
<td>CF: Investigation and Design</td>
<td>ABS: Capex - Renewals</td>
<td>$0</td>
<td>Approved in principle</td>
<td>Green</td>
<td>Project will be scoped and completed in future years.</td>
<td>Project will be scoped and completed in future years.</td>
</tr>
<tr>
<td>2814</td>
<td>La Rosa Granton Reserve - refurbish amenity block</td>
<td>Refurbish amenity block, improving accessibility during the project. FY21/22 - investigate and design the required work. FY22/23 - plan and undertake the physical work.</td>
<td>CF: Investigation and Design</td>
<td>ABS: Capex - Renewals</td>
<td>$0</td>
<td>Approved in principle</td>
<td>Green</td>
<td>Project will be scoped and completed in future years.</td>
<td>Project will be scoped and completed in future years.</td>
</tr>
<tr>
<td>2815</td>
<td>Olympic Park - renew playground</td>
<td>Renew the playground surfaces. FY20/21 - investigate and scope required work. FY21/22 - plan and undertake physical work. Risk Adjusted Programme (RAP) project.</td>
<td>CF: Investigation and Design</td>
<td>ABS: Capex - Renewals</td>
<td>$10,000</td>
<td>In progress</td>
<td>Green</td>
<td>Current steps: Investigations for the cracks undertaken with a cold solvent and seal coat applied. Results of the test run acceptable but not preferred. Next steps: Undertake a hot sealant and road on the cracks to determine the finish. Appoint contractor based on the test run to undertake physical work.</td>
<td>Project will be scoped and completed in future years.</td>
</tr>
<tr>
<td>2816</td>
<td>Archibald Park - refurbish amenity block</td>
<td>Refurbish amenity block. FY21/22 - investigate and scope required work. FY22/23 - plan and undertake physical work.</td>
<td>CF: Investigation and Design</td>
<td>ABS: Capex - Renewals</td>
<td>$0</td>
<td>Approved in principle</td>
<td>Green</td>
<td>Project will be scoped and completed in future years.</td>
<td>Project will be scoped and completed in future years.</td>
</tr>
<tr>
<td>2817</td>
<td>Ben Hill Reserve - refurbish skate park</td>
<td>Refurbish skate park surfaces. FY21/22 - investigate and scope required work. FY22/23 - plan and undertake physical work.</td>
<td>CF: Investigation and Design</td>
<td>ABS: Capex - Renewals</td>
<td>$0</td>
<td>Approved in principle</td>
<td>Green</td>
<td>Project will be scoped and completed in future years.</td>
<td>Project will be scoped and completed in future years.</td>
</tr>
<tr>
<td>3026</td>
<td>Olympic Park - upgrade carpark layout (Fortuna Road)</td>
<td>Upgrade the carpark layout at the Fortuna Road carpark following the completion of the traffic improvements report. FY19/20 - undertake required work.</td>
<td>CF: Investigation and Design</td>
<td>LLI: Capex</td>
<td>$17,000</td>
<td>In Hold</td>
<td>Amber</td>
<td>Current steps: Waiting on a traffic report to come from Community Services in order to progress further. Next steps: Tender project and work with the contractor to produce a acceptable design that is in line with the traffic report.</td>
<td>on hold - Due to non-acceptance by Auckland Transport. Current status: Project has been placed on hold, due to Auckland Transport enforcement not accepted. Next steps: Consult with Auckland Transport and Parks, Sports and Recreation staff on how to proceed.</td>
</tr>
</tbody>
</table>
## Work Programme 2019/2020 Q2 Report

<table>
<thead>
<tr>
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<th>Budget Source</th>
<th>Budget</th>
<th>Activity Status</th>
<th>RAG</th>
<th>Q1 Commentary</th>
<th>Q2 Commentary</th>
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</thead>
<tbody>
<tr>
<td>307</td>
<td>Whau - create park and facility signage FY19/20</td>
<td>Renew park and facility signage at identified sites, FY20/21 - investigate, scope and undertake physical work</td>
<td>CF - Investigation and Design</td>
<td>ABS - Capex - Renewals</td>
<td>$0</td>
<td>Approved in principle</td>
<td>Green</td>
<td>Project will be scoped and completed in future years.</td>
<td>Project will be scoped and completed in future years.</td>
</tr>
<tr>
<td>3167</td>
<td>Whau Full Facilities maintenance contracts</td>
<td>The Full Facilities maintenance contracts include maintenance and repair of all assets across buildings, parks and open spaces, and sports fields, funded from local board budgets. These contracts also undertake storm management and storm damage works, and upgrading town centre cleaning, street litter bin emptying, and vegetation clearance and beard mowing works, although these are funded from regional budgets. This activity and related budget also includes smaller build system contractors such as pool plant specialists and technical system contractors.</td>
<td>CF - Operations</td>
<td>ABS - Opex</td>
<td>$4,256,095</td>
<td>In progress</td>
<td>Green</td>
<td>Quarter one has marked the beginning of the new contacts for streetscapes. From July 1 Community Facilities contractors began maintenance of all town centre cleaning, barstools and litter bins and bin emptying across estates around the Auckland Region. Over the first month the contractor provided effort and resource into raising the existing standard of our assets. Feedback so far has been that our town centres have never looked better. Over the coming quarter the contractor will continue building clearing and preparing our open spaces for the summer season.</td>
<td>Our contractors continue to familiarise themselves with the streetscapes contracts. Neglected berm mowing remains an issue, where residents are not mowing their berm. The contractor has a plan in place to systematically work through the local board area and to bring the grass height down and monitor. Feedback we are receiving from business associates in that our town centre cleaning is the best it has ever been. Our parks and reserves are looking great with our contractor consistently scoring the best quality audit scores across the region. Some of the projects we have delivered through our minor capital works were: Saint Heliers Hall - making the building compliant for current accessibility and fire standards, installation of a new 65 metre footpath and refreshing the retaining wall through cockle oyster.</td>
</tr>
<tr>
<td>3168</td>
<td>Whau LB Arbiculture Contracts</td>
<td>The Arbiculture maintenance contracts include tree management and maintenance in parks and on streets, funded from local board budgets. These contracts also undertake storm damage works although these are funded from regional budgets.</td>
<td>CF - Operations</td>
<td>ABS - Opex</td>
<td>$482,829</td>
<td>In progress</td>
<td>Green</td>
<td>The first quarter was focused on the reduction of requests for service. This was balanced against addressing deferred requests and higher priority new requests received. Outstanding work is now limited to sites where access has been restricted due to ground conditions. It is anticipated these sites will be accessible shortly into the second quarter, weather dependent. The scheduled works programme was delayed as a consequence of the large amount of requests, but is now back on track. Replacement planting of trees removed throughout the year has been completed during the quarter.</td>
<td>In this second quarter the backlog of request for service was successfully reduced to a more manageable level. The crew has weathered all the work that had been deferred due to wet ground conditions to commence during November. The drier conditions also allowed the annual park programme work to start in December. This includes aftercare and watering of recently planted trees.</td>
</tr>
<tr>
<td>3169</td>
<td>Whau Ecological Restoration Contracts</td>
<td>The Ecological Restoration maintenance contracts include pest plant within ecologically significant areas and animal pest management across all parks and reserves funded from local board budgets.</td>
<td>CF - Operations</td>
<td>ABS - Opex</td>
<td>$153,570</td>
<td>In progress</td>
<td>Green</td>
<td>During the first quarter, the annual update of the Site Assessment Reports, a large portion of the pest animal monitoring, and the majority of the first phase of the rat control programme have been completed. Request for service work orders received, continues to be seasonally normal, with an increasing trend in activity becoming apparent during the later stages of the quarter.</td>
<td>The majority of the first phase of pest plant works are now complete and pest animal control works have been increased throughout the high value reserves. Aftercare maintenance work of newly planted areas within reserves was carried out during November.</td>
</tr>
<tr>
<td>3227</td>
<td>Te Whau Pathway Stage 2A - Ken McIntyre to Rural Reserve - develop path connector</td>
<td>Develop the Te Whau Pathway connector pathway from Ken McIntyre to Rural Reserve, FY17/18 investigate and design FY19/20 scope works, planning and obtain consent FY19/20 deliver physical works</td>
<td>CF - Project Delivery</td>
<td>ABS - Capex - Growth</td>
<td>$109,000</td>
<td>In progress</td>
<td>Green</td>
<td>Current status. Preferred alignment of path sections as per feasibility report has been approved by Project Control and Project Steering groups. Coastal team are undertaking material research for boardwalk/bridge sections. Next steps: Confirm approved boardwalk/bridge sections materials. Commence detailed design.</td>
<td>Current Status. Review of construction materials ongoing. Composite decking materials currently used across Auckland Council are being investigated and assessed for suitability. Next steps: Confirm approved boardwalk and bridge sections materials. Commence detailed design.</td>
</tr>
<tr>
<td>3545</td>
<td>Memorial Square - grade and improve</td>
<td>Memorial Square improvements and renewals to ensure the facility is fit for purpose</td>
<td>CF - Investigation and Design</td>
<td>ABS - Capex - Renewals</td>
<td>$89,238</td>
<td>In progress</td>
<td>Green</td>
<td>Current status. A consultant is being engaged to prepare a concept design for the square. Next steps: Develop the concept design and engage with key local stakeholders and governors prior to progressing.</td>
<td>Current status. A consultant has been engaged to prepare high-level concept design options for the square to renew. Next steps: Develop the concept design and engage with key local stakeholders and governors prior to progressing.</td>
</tr>
</tbody>
</table>

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**Attachment A**

**Item 16**
<table>
<thead>
<tr>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Level Deal / Unit or COO</th>
<th>Budget Source</th>
<th>Budget</th>
<th>Activity Status</th>
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<tr>
<td>Item 16</td>
<td>Item 16</td>
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<tr>
<td>3561</td>
<td>New Lynn Inlet Reserve - Phase 2</td>
<td>CF - Investigation and Design</td>
<td>LLI - Capex</td>
<td>$86,244</td>
<td>In progress</td>
<td>Amber</td>
<td>Consultation</td>
</tr>
<tr>
<td>3562</td>
<td>Whau - reseal park lighting</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3563</td>
<td>Sandy Lane Reserve - complete detailed design and construction</td>
<td>CF - Investigation and Design</td>
<td>External funding</td>
<td>$163,000</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: A tender for the physical work has gone out. Next steps: Obtain and evaluate the tenders then award contract.</td>
</tr>
<tr>
<td>3564</td>
<td>To Whau Pathway Stage 1B - Ritual Reserve - renew path and develop path connector</td>
<td>CF - Investigation and Design</td>
<td>ABS - Capex - Development</td>
<td>$261,580</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Finalised detailed design. Requested for tender price for carrying out physical work. Tender submission deadline extended until the 17th January 2020 as requested by the tenders. Next steps: Obtain and renew the tenders. Award contract to preferred tender after evaluation.</td>
</tr>
<tr>
<td>3565</td>
<td>Archibald Park - design and construction of walkways storage area</td>
<td>CF - Investigation and Design</td>
<td>External funding</td>
<td>$150,000</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Finalised detailed design. Tender for the physical work has gone out. Next steps: Obtain and evaluate the tenders then award contract.</td>
</tr>
<tr>
<td>3566</td>
<td>Whau - LLI Member Capex Fund 2019/20</td>
<td></td>
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</tr>
<tr>
<td>3567</td>
<td>Bannett Green Domain - stage 2 design &amp; consent</td>
<td>CF - Investigation and Design</td>
<td>LLI - Capex</td>
<td>$50,000</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: A number of small projects have been identified and agreed with the local board for implementation. Next steps: Undertake the implementation of these small works.</td>
</tr>
<tr>
<td>3568</td>
<td>Deane Park - stage 2 design &amp; consent</td>
<td>CF - Investigation and Design</td>
<td>LLI - Capex</td>
<td>$16,470</td>
<td>Completed</td>
<td>Green</td>
<td>Project completed</td>
</tr>
<tr>
<td>3569</td>
<td>Green Bay Domain - stage 2 design &amp; consent</td>
<td>CF - Investigation and Design</td>
<td>LLI - Capex</td>
<td>$2,725</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Progress design works for north eastern footpath link based on concept plan. Next steps: Communicate progress to park stakeholders and local board.</td>
</tr>
<tr>
<td>3570</td>
<td>Archibald Park - develop playground and fitness area</td>
<td>CF - Investigation and Design</td>
<td>LLI - Capex</td>
<td>$22,780</td>
<td>In progress</td>
<td>Green</td>
<td>Current status: Green Bay Domain works have been discussed as part of the tenant work programme. Next steps: Works in Green Bay Domain will be undertaken in future years while works are undertaken at other sites in Green Bay at financial year 2020.</td>
</tr>
<tr>
<td>3571</td>
<td>Postponed physical works will require further funding to progress in FY19. FY20</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>3572</td>
<td>Postponed physical works will require further funding to progress in FY19. FY20</td>
<td></td>
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</tr>
<tr>
<td>3573</td>
<td>Postponed physical works will require further funding to progress in FY19. FY20</td>
<td></td>
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</tbody>
</table>
Work Programme 2019/2020 Q2 Report

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Lead Unit / Unit / SSC</th>
<th>Budget Source</th>
<th>Budget</th>
<th>Activity Status</th>
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<th>Q2 Commentary</th>
<th>Q2 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>3625</td>
<td>Tamatea Reserve - renew play space</td>
<td>Renew play space. Investigation and design FY18, physical works FY19. This project is a continuation of the 2018/2019 programme (prior sp ID 2353).</td>
<td>CF - Investigation and Design</td>
<td>ABS - Capex, Renewals</td>
<td>$21,395</td>
<td>Completed</td>
<td>Green</td>
<td>Current status. Physical works has commenced. Next steps: Monitor works. Change request submitted - Budget Variation Amount: 42% increase. Project completed.</td>
<td></td>
</tr>
<tr>
<td>3634</td>
<td>Whau - minor asset quick response fund</td>
<td>Minor asset quick response fund. This project was carried over from FY2018/2019, prior sp ID 3463</td>
<td>CF - Project Delivery</td>
<td>LDI - Capex</td>
<td>$34,686</td>
<td>In progress</td>
<td>Green</td>
<td>Current status. Signs are installed. Next steps: Handover the project to Operations Maintenance Management team and update asset data base.</td>
<td></td>
</tr>
<tr>
<td>3636</td>
<td>Manukau Coastal Walkway – upgrade wayfinding and interpretive signage</td>
<td>Install wayfinding signage on Manukau Coast Walkway. Design work has been completed.</td>
<td>CF - Project Delivery</td>
<td>External funding</td>
<td>$17,396</td>
<td>Completed</td>
<td>Green</td>
<td>Project completed October 2019. Project completed October 2019.</td>
<td></td>
</tr>
<tr>
<td>3643</td>
<td>Whau - new car parks - Golf Road Domain and Whangapu Reserve</td>
<td>Renew car parks at Golf Road Domain and Whangapu Reserve. Investigate and design FY18 and physical works FY19. This project is a continuation of the 2017/2018 programme (prior sp ID 2352).</td>
<td>CF - Investigation and Design</td>
<td>ABS - Capex, Renewals</td>
<td>$57,755</td>
<td>In progress</td>
<td>Red</td>
<td>Current status. Detailed design has been completed for Golf Road car park, Emanimiri Road car park and Blockhouse Bay Recreational Reserve. Next steps: Secure additional budget for physical works based on engineers estimate. Design works for all car parks except the upper car park at Blockhouse Bay Recreational Reserve have been completed. There is not enough money to start physical works. Current status: Golf Road car park (two car parks) - Detailed design documentation has been completed. Emanimiri Road car park: detailed design documentation has been completed. Blockhouse Bay Recreational Reserve (two car parks - lower and upper) - Detailed design documentation has been completed for lower car park and upper car park is still in the investigation stage. Next steps: Golf Road car parks (two car parks) - Secure additional budget for physical works based on engineer’s estimate. Emanimiri Road car park: Secure additional funds for physical works as per engineer’s estimate Blockhouse Bay Recreational Reserve (two car parks - lower and upper) - Latest documents are being prepared for lower car park.</td>
<td></td>
</tr>
<tr>
<td>3676</td>
<td>Moto Marine, Holly St to Eastdale Road - install walkway</td>
<td>Design and construct boardwalk connecting Holly Street to Eastdale Road through the Moto Marine Marine Reserve. The proposed formation consists of a concrete path constructed within esplanade reserve and timber boardwalk constructed in the Coastal Marine Area (CMA).</td>
<td>CF - Investigation and Design</td>
<td>LDI - Capex</td>
<td>$147,735</td>
<td>In progress</td>
<td>Amber</td>
<td>Current status. Engagement of design consultants to commence the preliminary design of the next stage of the walkway. This will assist with providing a high level cost estimate for future budgeting. Next steps: Discuss concept design options with the local board. The project may be delayed due to funding issues, to FY22. The current budget is for preliminary design and costs estimates only. Current status: Design consultants to commence the preliminary design of the next stage of the walkway. Next steps: Discuss concept design options with the local board as well as further budgets.</td>
<td></td>
</tr>
<tr>
<td>3704</td>
<td>Arohake Raccoon – reserve underground toilet block</td>
<td>This is a toilet asset which has been closed for health and safety reasons. Currently there are portable facilities on site. This project has been fast tracked as critical works. This project was carried over from FY2018/2019, prior sp ID 3462.</td>
<td>CF - Project Delivery</td>
<td>ABS - Capex</td>
<td>$69,359</td>
<td>In progress</td>
<td>Green</td>
<td>Current status. Physical works commenced on site Water supply issue encountered upstream of site impacting ability to progress works. Solution currently being investigated. Next steps: Establish next steps once water supply issue is fully understood.</td>
<td></td>
</tr>
<tr>
<td>1225</td>
<td>New library and community centre in Avondale Town Centre</td>
<td>Community engagement and activation to inform concept design scope for fitout and operation</td>
<td>CS - Service Strategy and Integration</td>
<td>ABS - Capex</td>
<td>$0</td>
<td>In progress</td>
<td>Green</td>
<td>Communication of engagement findings to the community. Update the concept design brief to incorporate feedback.</td>
<td></td>
</tr>
</tbody>
</table>

Two lead design firms have been selected for the final procurement stage including interviews planned in January 2020. Planned for Q3: Complete procurement and on-board design team. Ongoing with more referrals.
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<td>464</td>
<td>Whau Environmental Assistance Programme</td>
<td>The Whau community is highly active in caring for the local environment. The project was initiated in the 2018/2019 financial year and provides a framework to build greater collaboration between diverse groups toward improving the ecosystem and building greater engagement across the Whau. Funding will be used to grow the capacity of Whau community groups. Funding allocation will be determined within the network as projects are collaboratively developed. The network will be convened by a member of the Whau community, and facilitated by council biodiversity staff. A similar network initiated in Upper Harbour is now in its fourth year and is showing substantial growth in capacity of the communities and significant contributions to environmental outcomes in those communities.</td>
<td>M&amp;ES: Environmental Services</td>
<td>LOI: Opex</td>
<td>$5,000</td>
<td>In progress</td>
<td>Green</td>
<td>The Whau Ecology Network has met and discussed projects twice in quarter one. Draft projects will be tabled at a October 2019 network meeting and the final project allocation is expected then. Twelve groups are now part of the Ecology Network with other groups beginning to connect. A detailed update on projects allocation will be provided next quarter.</td>
<td>The Whau WikiLink network now consists of 15 multi-sector interest groups covering interests in education, ethnic affairs, creative activity, business and conservation and is collaborating well. Development of the WikiLink is now complete. The Whau Local Board is now working to develop and utilise this tool to share information and coordinate projects within the Whau.</td>
</tr>
<tr>
<td>668</td>
<td>Bike Hub  (EcolMatters)</td>
<td>This project will continue to develop and operate the repair centre for second-hand bikes at the EcolMatters project. It will continue to develop and deliver bicycle skills programmes in conjunction with partner organisations. It will also develop a bike hire service that educates users about active transport and the Whau River environment.</td>
<td>M&amp;ES: Environmental Services</td>
<td>LOI: Opex</td>
<td>$18,400</td>
<td>In progress</td>
<td>Green</td>
<td>The New Lynn Bike Hub experienced consistent engagement numbers despite the winter months in quarter one, with just an eight per cent decrease in visitation numbers compared to the last quarter. In this quarter there were:</td>
<td>The New Lynn Bike Hub is continuing to experience consistent visitor engagement numbers and is now a well-established service in the community in quarter two. There were 743 visitors and 265 bikes hired in quarter two. A quarter two highlight was helping two local teenagers restore two old bikes that the bike hub gifted them to ride as they previously did not have access to bikes. Through developing their skills, they will now help other members of their family to maintain old bikes. The last operating day for the New Lynn Bike Hub in quarter two was 22 December 2019 and operation resumes in quarter three on 9 January 2020.</td>
</tr>
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<tbody>
<tr>
<td>065</td>
<td>EcoMatters Environment Centre and Sustainability Hub (EcocHub) Whau</td>
<td>1. Listening will support the operation of EcoMatters Environment Centre and associated education programmes, as well as provide baseline funding for EcoMatters Trust. EcoMatters deliverers include: - manage the EcoMatters Environment Centre (EcocHub); - promote access to the diversity of Whau communities; provide and promote free/affordable meeting spaces to other environmentally-focused community groups; deliver a minimum of 26 sustainability-related seminars/workshops within the funding period; centre is open for at least 30 hours per week.</td>
<td>ME5 Environmental Services</td>
<td>ILI Opex</td>
<td>$4,540</td>
<td>In progress</td>
<td>Green</td>
<td>In quarter one the EcoMatters environment centre (EcocHub) was open to the public in line with its operating target of 30 hours per week. This included continuing with received opening hours to enable the EcocHub to operate on Sundays from 10am to 2pm, providing enhanced access for the community. Four workshops were held in quarter one. The topics covered by the workshops included reducing carbon emissions (Zero Carbon Here We Come), native plant seed raising (Revolving Our Wharenui), DIY Rewaerewa Harvesting, and organic gardening (Sustainable Land Management Series Seasonal Pulses). Workshops were promoted via social media, direct email and the Whau Leader newspaper. Regular organic garden sessions continue to be held every Friday. This gardening group is working in demonstration zones grouped as food forest,bare garden, compost, and veggie allotment plots. EcoMatters hosted a group of business students from AUT who were completing their service learning as part of their sustainability course work. Quarter two will focus on running workshops around organic garden topics, setting up acomet, how to run a zero waste event, beekeeping and liquid fertiliser, trapping pests. Discussions are planned on emerging contaminants and Whau Wildlife.</td>
</tr>
</tbody>
</table>

| 069 | EcoWest Festival (EcoMatters) Whau | This project is to fund the running of EcoWest Festival which will run from March to April 2020. EcoMatters deliverables include: - provide a community-based environmental festival with access to free public events; - design and deliver an event that provides information and practical ideas for making sustainable living easy; - market the festival to businesses, institutions and community groups in Whau; - Local Board’s funding; - promote the festival in ways that target the diversity and distribution of the population; - work collaboratively with other agencies who may be delivering similar events in the other suburbs at the same time; - deliver the EcoWest festival by May 2020 in the west Auckland sub-region with a minimum of 15 events in the Whau local board area. | ME5 Environmental Services | ILI Opex | $9,150 | In progress | Green | Planning and development for the March-April 2020 EcoWest Festival is scheduled to commence in quarter two. A request for expressions of interest from event organisers to register their events will be issued in December 2019. Proposed dates are 23 March to 19 April 2020. |

| 070 | Household and Communities Engagement - EcoMatters Engagement | To enable EcoMatters’ communities through supporting their interests and energy to benefit the environment and to provide positive outcomes for their communities. This will be achieved via the EcoMatters Love Your Neighbourhood initiative, which will provide more opportunity access up to a value of $350 per project to support the Whau’s diverse communities to undertake relevant driven practical environmental initiatives e.g. environmental clean ups and restoration, community planting and food growing, and associated translation services. The EcoMatters Love Your Neighbourhood initiative can also respond to requests from the Whau Local Board to support the environmental action of eco communities. | ME5 Environmental Services | ILI Opex | $5,000 | In progress | Green | In quarter one the funding agreed for the eco communities engagement initiative was established with the EcoMatters Love Your Neighbourhood initiative, which will provide more opportunity access up to a value of $350 per project to support the Whau’s diverse communities to undertake relevant driven practical environmental initiatives e.g. environmental clean ups and restoration, community planting and food growing, and associated translation services. The EcoMatters Love Your Neighbourhood initiative can also respond to requests from the Whau Local Board to support the environmental action of eco communities. |

### Auckland Council’s Quarterly Performance Report: Whau Local Board for quarter two 2019/2020
### Work Programme 2019/2020 Q2 Report

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Lead Dept / Unit at CCO</th>
<th>Budget Source</th>
<th>Budget</th>
<th>Activity Status</th>
<th>RAG</th>
<th>Q2 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>675</td>
<td>Love Your Neighbourhood (EcoMatters) Whau</td>
<td>This budget for this project will be used to: provide rapid response assistance up to a value of $500 to support volunteer-driven practical environmental initiatives e.g. environmental clean ups and restoration, community planting and food growing; includes providing practical assistance to not-for-profit groups to enable environmental education initiatives, in particular edible gardens and water saving/collection devices; promote the availability of assistance through appropriate networks across the Whau Local Board area; respond to requests from the Whau Local Board to support community action projects.</td>
<td>MEES Environmental Services</td>
<td>LLI Opex</td>
<td>$15,560</td>
<td>In progress</td>
<td>Green</td>
<td>Two applications were approved in quarter two, one from Otago Park Community for a vegetable garden and one from New Lynn Kindergarten for a composting system. Total funding allocated in quarters one and two was $3,000 across six applications. The promotional material for the Love Your Neighbourhood initiative was updated to better reflect local board support at the beginning of quarter two and further promotional activity is scheduled for quarter three.</td>
</tr>
<tr>
<td>675</td>
<td>Project HouseWise (EcoMatters) Whau</td>
<td>A minimum of six workshops to be provided to communities on topics such as: waste minimisation (how to sort your household rubbish, including home composting, options and demonstration); water-saving (how to reduce your water consumption and Billing); energy efficiency (cut your power bill); sustainable living.</td>
<td>MEES Environmental Services</td>
<td>LLI Opex</td>
<td>$18,350</td>
<td>In progress</td>
<td>Green</td>
<td>One HouseWise workshop was delivered in the Whau Local Board area during quarter two. This was held at Auckland Sevices Support Trust in Avondale on 13 November 2019 and was attended by eight participants. As a new arrival to New Zealand, participants were provided with information about behaviours that can save creating damp and hard to heat homes. The participants asked a lot of question, particularly about ventilating their homes. Three workshops are already confirmed for quarter three. This includes a workshop for approximately 40 women at the Isolation Mosque in February 2020. A second workshop for asylum seekers is confirmed for March 2020 and 12 participants are expected. A public workshop is also planned for the last week of March 2020 as part of the EcoWise/EcoWise festival of the environment.</td>
</tr>
<tr>
<td>680</td>
<td>EcoMatters Sustainability Hub Activation</td>
<td>This budget will allow further improvements to the EcoMatters precinct at Olympic Park in response to the 2014 review, in relation to the quality of the information and user experience for visitors to the centre. This budget will also ensure that there are ongoing improvements to the quality of the information and user experience for visitors to the centre: a community organic garden and urban organic food production systems are developed and maintained; nursery for native and edible plants is developed and maintained; development of new education programmes.</td>
<td>MEES Environmental Services</td>
<td>LLI Opex</td>
<td>$20,750</td>
<td>In progress</td>
<td>Green</td>
<td>Activity in the nursery has continued over the winter months, including education activity with the Department of Corrections, enabling positive behaviour development through learning about and nurturing native plant species. In quarter one approximately 150 participants took part in education activities in the nursery at the EcoMatters site, which equates to about 500 hours of education time. Approximately 3,000 plants were pollinated, and a total of 2,207 plants have been made available for community projects for the 2019 planting season.</td>
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</tbody>
</table>
### Work Programme 2019/2020 Q2 Report

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Land Use / Unit or CCC</th>
<th>Budget Source</th>
<th>Budget</th>
<th>Activity Status</th>
<th>RAG</th>
<th>Q1 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>662</td>
<td>Healthy Rentals Whau</td>
<td>The healthy rentals project aims to raise housing literacy, support tenants to create warmer, dryer homes, and reduce energy use and associated carbon emissions. It is targeted at private rental tenants living in cold, damp homes and where the tenants either are on a low income or suffer from a health condition related to cold, damp housing. This project is a continuation of an existing project and involves the following elements: a visit to the rental property and advice for tenants on how they can improve the health of their homes and save money through low cost measures and behaviour change, installation of energy efficiency measures, an assessment of the condition of the rental property, and a report to the landlord with recommendations for improvements that will improve the warmth and dryness of the home. The project is aligned with and complements the Ministry of Health-funded Auckland Healthy Homes Initiative’s Minor Repair Service. A mixed delivery model is involved whereby the local board's funding for homes that qualify for the Minor Repair Service is limited to certain energy efficiency interventions, but other homes outside the eligibility of Minor Repair Service are fully funded by the board for all of the above aspects.</td>
<td>M&amp;S Environmental Services</td>
<td>LDI: Opex</td>
<td>$15,000</td>
<td>In progress</td>
<td>Green</td>
<td>In quarter one seven homes received assessments, advice and interventions supported by the local board. The assessments during the entire winter period will be included within the 2019/2020 project wrap-up and evaluation report which will be presented to the board in February 2020. During quarter two, follow-up surveys of tenants participating in the 2018/2019 project will be undertaken to assess tenants’ satisfaction with the service provided and gather information on changes made by tenants and landlords as a result of the assessment and advice provided. Healthy Rentals continues to be integrated with, and complementary to, Habitat for Humanity’s To Kāinga Whare Programme, formerly called Minor Repair Service, which works in partnership with Moana and Waitemata District Health Boards to help improve the warmth and dryness of rental homes, and help tenants save on their power bills.</td>
</tr>
</tbody>
</table>

| 685 | Whau Low Carbon Network | Funding this project will expand and maintain the low carbon network for Whau local board area. The low carbon network is a collection of individuals, households, groups, businesses, operating within the local board area working together to promote, support and implement community-level low carbon activities. The network is a support and networking community which is empowered to enable implementation of the local board’s low carbon action plan in collaboration with the local board and the council’s staff. Through a low carbon community broker the network will determine the direction and priority areas they would like to focus on, in accordance with the low carbon plan. The network could continue to consist of the following elements: • communicate and promote low carbon-related activities occurring in the local board via online channels • provide opportunities for residents through existing communication channels to develop a membership base for the network • host events • facilitate ongoing coordination to implement low or no cost actions in accordance with the action plan • provide opportunities for residents to measure their carbon footprint and actions to reduce impact. | M&S Environmental Services | LDI: Opex | $6,000 | In progress | Green | The contract renewal process and work plan approval are in place to continue with the community low carbon broker who connects groups and residents awareness on carbon reducing actions. Three large public events took place in quarter one, attended by 300 people. A discussion focused on reducing the impacts of construction and demolition waste and resources in Auckland had 15 attendees including a land surveyor, Home and Land Community programme manager, builders, architects and designers. Rozki Food has an event in collaboration with Generation Zero and 24 local organisations, 12 panelists and 30 cyclists on the Rozki Climate Ride led by Global Hope Ministries. Bike were provided by Bike Kitchen and accompanied by Rozki Co-representative. Minister of Climate Change James Shaw along to Auranga. Around two hundred people attended some or all of the event. A Low Carbon Network member facilitated two submission sessions for this Auckland Climate Action Framework in Waitematā supported by the Equal Justice Youth. Alarmed by 900 people, a template was created to share and invite others to make submissions. Planning is underway for at least two more events to bring together different elements of the community covering topics of new housing, food production and active transport. The low carbon broker continued to connect groups across the Whau Local Board area and within Pakuranga and Waitakere building an awareness of this low carbon network. The broker planned and executed four zero waste, plant-based and public transport events. A screening of the 2040 movie was held on 27 November 2019 and tax presentations were given by local actuaries. The event was attended by 60 people representing 31 organisations. The broker collaborated with Popcorn Collective to facilitate a sustainable and clean technology focus for Hardware Meet up event on 26 November 2019. This event attracted an audience of 80 local entrepreneurs, product designers and engineers. The broker built relationships with North West Wild Food and Fauna organisations to plan future climate awareness events. A series of eight garden tours is planned for Pakuranga, Waitakere and Whau from February to June 2020. These tours will focus on learning and supporting one another through the challenges and benefits of local food production. |

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**Attachment A**

Item 16
<table>
<thead>
<tr>
<th>No.</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Lead Unit</th>
<th>Budget Source</th>
<th>Budget</th>
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</thead>
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<tr>
<td>16</td>
<td>Home Energy Advice in the Whau</td>
<td>The project has two objectives: to reduce residential energy use and associated carbon emissions and improve resilient health by helping tenants warmer and drier. Home insulation, ventilation and efficient heating are critical to making homes warmer, lowering energy use and improving health outcomes in Auckland. Lower income areas are targeted as part of this project, as determined by census data. Targeted advice will be provided to residents on home energy efficiency with the potential to extend this to water conservation, zero waste, smarter mobility and food security. The project involves a discrete conversation with residents, and may also include the provision of energy saving devices. A follow-up survey will evaluate the effectiveness of the action taken, converting to carbon and money saved.</td>
<td>M&amp;E Environmental Services</td>
<td>L&amp;I Opex</td>
<td>$30,000</td>
<td>In progress</td>
<td>Green</td>
<td>Staff have engaged a supplier to deliver the project in winter 2020. The coverage area will be confirmed in early 2020, when door knocking and evaluation phone calls will take place to capture financial and carbon savings achieved in households who engaged with adopting more energy-efficient behaviors.</td>
<td>Set up of the project will begin in quarter three. The project aims to engage with 150 households with door knocking starting in quarter four.</td>
</tr>
<tr>
<td>171</td>
<td>Friends of Oakley Creek Restoration Project</td>
<td>This project will provide a grant to the Friends of Oakley Creek to support volunteers to continue to protect, enhance and restore the ecological health of Oakley Creek.</td>
<td>M&amp;E: Healthy Waters</td>
<td>L&amp;I Opex</td>
<td>$5,000</td>
<td>In progress</td>
<td>Green</td>
<td>Friends of Oakley Creek continue to liaise with people whose properties back on to the Awakapunga including: - Powell Street Sustainable Neighbourhood Group. This group works on both public and private land, and continues to undertake weed control. - Community working bee was held on 10 August 2019 with 12 attendees. This was followed by an afternoon tea. - Melfroun Road, New Windsor - Oakley Loop Group had a working bee in August 2019. They also continue to do predator control and trapping. The owners of an adjoining property have cleared weeds. Friends of Oakley Creek is giving the owners native plants from its nursery. - Crackdown Street Sustainable Neighbourhood group works in close collaboration with the group A Roche. Members work on both public and private land, directly adjacent to the creek. Friends of Oakley Creek provides them with native plants from its nursery. Another working bee is planned for October 2019.</td>
<td>Friends of Oakley Creek continue to work with and support local community with ecological restoration. The Powell Street Sustainable Neighbourhood group continue to undertake weed control and planting on private and public land. Melfroun Road, New Windsor / Oakley Loop Group continue to seed and look after young plants. This group planted around 100 plants on the floodplain Crackdown Street Sustainable Neighbourhood group continue to work on both public and private land, directly adjacent to the creek. Friends of Oakley Creek has provided them with native plants from its nursery. Another working bee is planned for October 2019.</td>
</tr>
<tr>
<td>177</td>
<td>Industrial Pollution Prevention: Rosebank Road Phase 2</td>
<td>This programme is primarily educational and aims to inform urban industry about the impacts their activities may be having on local waterways. The programme includes a site inspection and discussion with the business owners about potential issues, risk mitigation and spill training. If changes are recommended, a report is sent to the business. The programme involves a GIS mapping exercise to ensure that commercial businesses understand their stormwater network connections in relation to local waterways. In addition, the contractor can offer the business a separate audit, which is a spill training workshop. The first ten businesses to sign up to this program will then have a one-hour training session at a later date. This is limited to 15 businesses because the cost of this training per business is $800. This project first phase was completed in 2017. This project will complete the Rosebank Road industrial area.</td>
<td>M&amp;E: Healthy Waters</td>
<td>L&amp;I Opex</td>
<td>$29,000</td>
<td>In progress</td>
<td>Green</td>
<td>Procurement has been finalised and the project is due to commence in quarter two. Water quality testing through the Whau Contaminants Study is currently being undertaken by the Healthy Waters team. This study will help determine whether behaviour change results in improved water quality.</td>
<td>Site visits are underway and due to be finished in quarter three. A presentation of results will be provided to the local board in quarter four.</td>
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</table>
## Work Programme 2019/2020 Q2 Report

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<tr>
<th>ID</th>
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</thead>
<tbody>
<tr>
<td>6/1</td>
<td>Manukau Harbour Forum - Whau</td>
<td>To continue to support the implementation of the Manukau Harbour Forum work programme. This year’s work programme includes a youth leadership sustainability workshops (educational programme held over three days), a communications plan, support for young environmentalists in southern Auckland, and supporting volunteer action during Sea Week. Additional proposed projects informed by the governance and management support review report will be considered by the forum early in 2020.</td>
<td>MC’s Healthy Waters</td>
<td>LTI Opex</td>
<td>$6,000</td>
<td>In progress</td>
<td>Green</td>
<td>In June 2019 the member local boards allocated funding totaling $71,000 to the Manukau Harbour Forum work programme, with outlined projects to be presented to the forum for consideration early in the 2019/2020 financial year. At the 30 August 2019 business meeting the Manukau Harbour Forum approved a budget of $48,000 for the following projects: • continued support for the delivery of a youth leadership sustainability workshops - $15,000 • continued support for the delivery of a communications plan - $10,000 • support for the Southern Auckland Youth Environments - $3,000 • support for enabling Sea Week volunteer action across the Auckland Harbour - $18,000. Updates on the delivery of these initiatives will be provided in quarter two. Project proposals for delivering on priority recommendations identified in the governance and management support review report will be developed in quarter two. The forum will consider project proposals for allocating the remaining budget of work programme budget in December 2019.</td>
<td>In quarter two each of the nine member local boards agreed to allocate the following $22,000 work programme budget towards the delivery of a full-time Manukau Harbour Forum Coordinator. The coordinator will support the forum to deliver their vision, including the development of a forward work programme and a plan for engaging with other stakeholders. Work will progress procurement for a part-time coordinator on quarter three. Also in quarter two, staff worked with the Southern Auckland Youth Environments to develop initiatives for progressing their vision for an environmental movement in southern Auckland. Initiatives include delivering up to three workshops events to schools, libraries and support providers and targeted environmental groups. Planning for these events will progress in quarter three.</td>
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### Libraries

| 1026 | Access to Library Service - Whau | Deliver a library service. Help customers find what they need, when they need it, and help them navigate our services and digital offerings. Providing information, library collection lending, services and efficiencies as well as support for customers using library digital resources, PCs and Wi-Fi. Hours of service: Avondale Library for 52 hours over 7 days per week ($449,032); Blockhouse Bay Library for 52 hours over 7 days per week ($30,005); New Lynn Library for 10 hours over 7 days per week ($22,002)/(Budget based on FY 2019, will be updated when available) | CS: Libraries & Information | ABS: Opex | $1,600,129 | In progress | Green | Item borrowing has decreased marginally compared to the same period last year but with a larger decrease noted in Avondale Library. Voids are down slightly in all 3 libraries. We use at Avondale Library is up by 7% compared to the same period last year. High levels of customer satisfaction have been maintained and verbal comments captured this quarter include “My family and I love the area and the service from the staff at Avondale especially the children’s class and magazine service”, “The library is such a beautiful space with good natural light and I had a very helpful librarian find me the right book. It feels like a happy place.” | Borrowing has increased in Whau libraries this quarter and also the use of PC and Wi-Fi. New membership registrations have increased 29%. The ease of the new Auckland Libraries membership process has contributed to this. All Whau Libraries continue to get positive customer feedback through Auckland Libraries’ ‘BuzzFeed’ channel with an average customer satisfaction rate of 96%. The verbal comments shown below reflects the customer sentiment regarding service received. “The staff were so helpful, patient & friendly. The technology worked well too! Great service & location for the community. I also liked the display it had and the notices about what was on in the local region & also around the city. Great place to visit!” “Staff are amazing and always helpful and friendly- Love that I can order books online... get good thing even owning a library card. Keep up the great service please.” | |

| 1027 | Additional hours to standard Whau | 3 additional opening hours at Avondale Library 3 additional opening hours at Blockhouse Bay Library 1 additional opening hour at New Lynn Library | CS: Libraries & Information | LTI Opex | $42,500 | In progress | Green | Additional hours allow all 3 Whau Libraries to be open 11.00am through Monday – Friday and until 4pm on both weekend days and for New Lynn to open from 10am on Sundays. This is much appreciated by students and families, the latter group attending extra curricular activities which have happened as a result of the additional hours. | The additional opening hours continue to serve the communities in the Whau. Weekends remain as the busiest periods. More activities are able to take place at the weekends and all 3 libraries offer programmes. At New Lynn, the Sunday morning family storyline is particularly well attended. |
### Work Programme 2019/2020 Q2 Report

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<th>ID</th>
<th>Activity Name</th>
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<th>Local Unit</th>
<th>Budget Source</th>
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<tr>
<td>106</td>
<td>Additional funding - Whau</td>
<td>Develop and deliver targeted programmes utilising additional resources.</td>
<td>CS, Libraries &amp; Information</td>
<td>LLI, Opex</td>
<td>$7,000</td>
<td>In progress</td>
<td>Green</td>
<td>The Whau Libraries Winter Makerspace programme continued throughout this quarter with activities available in all 3 libraries. The aim was used to support creativity and learning through making, learning and creating. New &quot;Whau Makerspace&quot; equipment purchased last financial year was put to great use during this period, a highlight being September's &quot;The Whau Black Party&quot; where all 3 libraries had large building parties on the same day. The winter programme included children using the new equipment and testing the new sewing machines which will also feature in this coming Spring programme, a new brochure for the public having just been released. Thanks to the Whau Local Board for funding the equipment, range and new technology which supports and expands the learning programme's current schedule and vision for the coming year.</td>
<td>The Makerspace Summer events utilized the equipment purchased with Local Board funding and the Whau community benefited from sewing workshops, badge making and several Lego maker workshops where participants can then display their creations in the library. All ages enjoyed using the equipment themselves and helping finished projects to take away with them. Cooling equipment in development and 3D printer use remains popular. All the equipment is shared between the 3 branches. Workshops In New Lynn are focused on promoting sustainability with recycling and upcycling techniques. Additional events help support diverse extra programmes. The Tinky Box from local artist U牝ate was popular in all three branches, this was an interactive art work based around Indian tea tasting. New Lynn held an event performed by Creative Communities funding recipient Walled. Pair, members of the public were invited to play 150 record on 6 turntables, 60 attended.</td>
</tr>
<tr>
<td>109</td>
<td>Preschool programme - Whau</td>
<td>Provide programming for pre-schoolers that encourages early literacy, active movement, and supports parents and caregivers to participate confidently in their children's early development and learning. Programmes include: Whānau and Rhythms, Rhythmatika, Storytime</td>
<td>CS, Libraries &amp; Information</td>
<td>ABS, Opex</td>
<td>$0</td>
<td>In progress</td>
<td>Green</td>
<td>The Whau Libraries preschool programmes are hugely popular with our children, parents and caregivers. A range of programmes are offered catering for different ages and languages using music, myths, singing, active movement and reading. Information about the importance of early literacy development for babies and preschoolers is part of the learning offered throughout. Over 6,000 babies, children and preschoolers participated in sessions this quarter. Regular outreach to preschools and tengepua continues and airs visits into the library. These include connections with: All About Children, Avondale College ECC, Child's Play Unleashed, Glen Awan preschool, Rainbow Cottage and IQRA elementary school in New Lynn. These sessions focus on growing the joy of reading in children and the importance of developing children's literacy from an early age. David Maitty launched this book &quot;My new red car&quot; at New Lynn Library to an audience of 52. All Whau Libraries run have regular weekly bilingual Chinese-English Storytime sessions with Blockhouse Bay beginning Sunday afternoon sessions in July this year.</td>
<td>Whau preschool programmes remains well attended and the range of sessions offered continue to bring in over 5,000 babies, children and pre-schoolers this quarter. New Lynn and Avondale are now running back to back sessions of Whānau and Rhythms to cope with demand. Highlights were local author launching books at Avondale and New Lynn; Kennedy Wayne presented a nature storytime with his picture book &quot;The Curiosity of the Warrior&quot;. New Lynn again hosted West Auckland author David Maitty reading his new book &quot;What's in this box?&quot;, Blackhouse Bay's dog safety storytime for preschoolers was a popular event. Outreach included Glen Awan Childcare, Odyssey House, Manukau playgroup, Fern Stell on Delta Ave. Confident Learners and Totally Mums. All branches held Christmas storytimes with over 300 m attendance at these sessions. Avondale's Christmas event in collaboration with the popular Tim Braye Theatre Company was a hit. The aim of the range of library pre-school programming offered is to further the joy of reading pre-school and movement to promote early literacy and social skills. Bilingual storytimes are held at all branches, they are established in New Lynn and Avondale and building in Blockhouse Bay.</td>
</tr>
</tbody>
</table>
| 100 | Children and Youth Engagement - Whau | Provide children and youth services and programming which encourage, learning, literacy and social interaction. Engage with children, youth and families along with local schools to support literacy and growth awareness of library resources. | CS, Libraries & Information | ABS, Opex | $0 | In progress | Green | The October school holiday was themed "Top Secret", several events were run at all Whau branches, over 400 children took part, highlights were Blockhouse Bay's "Top Secret Spy hunting manual" which tested investigation, deduction, observation and code breaking skills. New Lynn ran a stop motion animation 'World Circuit' in collaboration with Astra Project. 42 children attended over 2 weekly workshops. Outreach to schools included IQRA elementary, 275 children have been introduced to the world of libraries at New Lynn. Avondale Primary school attended educational sessions on sustainability and protecting the environment at Avondale. Makerspace programs are remaining popular in all branches, over 400 children have attended activities this quarter. Children's activities are part of the Summer Reading Program Dare to Explore were well received, highlights in the board were; Turia's village and Ximes storytimes. Over 560 children have signed up for the Summer Reading Programme in the Whau. | 20/25
### Work Programme 2019/2020 Q2 Report

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Level of Effort</th>
<th>Budget Source</th>
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<tbody>
<tr>
<td>1031</td>
<td>Support customer and community connection and celebrate cultural diversity and local stories, people and heritage - Whau</td>
<td>Provide services and programmes that facilitate customer connection with the library and empower communities through collaborative resources and partnerships with (Council) and other agencies. Celebrate local communities, cultural diversity and heritage. Gather, protect and share the stories, old and new, that celebrate our people, communities and Tāmaki Makaurau.</td>
<td>CS, Libraries &amp; Information</td>
<td>ABS, Opex</td>
<td>$0</td>
<td>In progress</td>
<td>Green</td>
<td>To engage and strengthen community connections this quarter, Auckland Library partnered with the New Zealand Fire Service to provide a talk about fire safety for older 45 local Chinese residents whose first language is not English. The weekly Sunday English conversation classes celebrated the Chinese Moon Festival together drawing in new members who had attended the fire safety talk. At Blockhouse Bay Library three local artists Emilia Udupay, Jamee Clarke and Abbeen Mandhadi painted new or customers wall art and admired their different artistic styles. There was much interest in a teaching workshop with local Frankie Chu, called “Feeding our fresh wovens”, an interactive event whereby wovens may be created through a meditative process. The completed rotois will become part of an installation outside the Blockhouse Bay Library in collaboration with the Whau Arts broker.</td>
</tr>
<tr>
<td>1032</td>
<td>Celebrating Te Ao Māori and strengthening responsibilities to Māori, Whakapūtea i roa Māori - Whau</td>
<td>Celebrate Te Ao Māori with events and programmes including regionally co-ordinated and promoted programmes; Te Tii o Whangai, Māoritanga and Māori Language Week. Engaging with iwi and Māori organisations Whakapūtea i roa Māori - celebration and seeds to roa Māori in our libraries and communities.</td>
<td>CS, Libraries &amp; Information</td>
<td>ABS, Opex</td>
<td>$0</td>
<td>In progress</td>
<td>Green</td>
<td>Māoritanga and Te Whau o te roa Māori were celebrated at each library with a variety of events and activities including language practice. Beginners te roa classes and Konwha and Tukutukia weaving crafts. New Lyn’s Library held workshops on manuwhai or the Milon Lunar calendar and researching whakapūtea. New Lyn’s has successfully hosted Māori sessions, has also started a reo Māori playgroup and Konwahua Māori conversation group. All these initiatives are building numbers with both adults and children. These classes will all continue next quarter with the opportunity for groups to also take place at the other Whau libraries. All the Whau libraries are holding te reo Māori sessions to inform and upskill the teams. New Lyn’s is taking the lead with practice sessions twice weekly with a focus on roa Māori staff member who is willing and able to share her skills at her branch and with all the Whau. All branches are incorporating opening and closing keatia at events and meetings. Birkdale preschool storyline is developing. Te Whau o te roa Māori is an artistic representation of Māori 400 centuries ago in the area. This continues to be on display at Blockhouse Bay Library and is engaging much customer and community interest.</td>
</tr>
</tbody>
</table>

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**Whau Local Board**

**06 May 2020**
## Work Programme 2019/2020 Q2 Report

<table>
<thead>
<tr>
<th>No.</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Land Dorset / Unit or COO</th>
<th>Budget Source</th>
<th>Budget</th>
<th>Activity Status</th>
<th>RAG</th>
<th>Q2 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>1033</td>
<td>Learning and Literary programming and digital literacy support - Whau</td>
<td>Provide learning programmes and events throughout the year. Support our customers to embrace new ways of doing things. Lift literacy in the community by telling stories.</td>
<td>CS Libraries &amp; Information</td>
<td>ABS Opex</td>
<td>$0</td>
<td>In progress</td>
<td>Green</td>
<td>During Trinity Month Avondale Library in association with Avondale Intermediate School ‘keen to embrace the power of poetry’ with a ‘Pin a Poem’ promotion with poems written by students. Author talks held at New Lynn Library included the style blogger Himal Rajapaksa and Clark James, local author of ‘Snowgum’ a fictional literature on climate change and nature’s disasters. Comic Book Month highlighted our graphic, comic, and manga collections. It was linked to a regime-wide Auckland Libraries Take 5 promotion and competition which received 150 entries from Whau customers. Our ‘Book a Librarian’ sessions numbered 94 this quarter provoking one-on-one assistance and digital learning, supporting a wide range of requirements. Smart phone workshops in Marama held at Blockhouse Bay Library for Chinese seniors proved popular and more are planned.</td>
</tr>
<tr>
<td>369</td>
<td>WT: Te Keta Rukanuku (Milon naming and associated story telling) of parks and places FY20</td>
<td>Milo naming (and associated story telling) of parks and places in partnership with area Whanau to value and promote Auckland’s Milon identity and use of te reo Milo. 2019 - 2020 will be year three for the programme and continue naming of community parks with the option of considering community places.</td>
<td>CS: PSR Te Waha te rangatiratanga</td>
<td>LDI Opex</td>
<td>$22,280</td>
<td>In progress</td>
<td>Amber</td>
<td>Māori whanau have identified all overlapping areas whereas interest for naming in the Whau Local Board area and are currently working through the naming process for parks in tranches one. The overlapping is an issue that the process will require longer than initially planned.</td>
</tr>
<tr>
<td>422</td>
<td>Avondale Intermediate Past Facility Partnership</td>
<td>Provide a facility partnership grant to Avondale Intermediate towards enclosing and heating the school’s existing outdoor swimming pool.</td>
<td>CS: PSR Active Recreation</td>
<td>ABS Opex</td>
<td>$0</td>
<td>In progress</td>
<td>Green</td>
<td>Funding agreement signed by recipient. Stage 1 funding (510,052.14) to support works and installation of heat pump, pool cover, pool cleaner and drain room works. Stage 1 works completed. Stage 2 funding (247,314.97) subject to receipt and approval of business case by Council. Business case to detail value provided by additional works for community users. For reporting purposes this work programme is now considered as complete.</td>
</tr>
<tr>
<td>770</td>
<td>WT: Ecological volunteers and environmental programmes FY20</td>
<td>This is an ongoing programme to support Auckland Council’s City and park, and environmental initiatives. This includes annual pile plant and animal control, local park clean-ups, and community environmental-education and events. Additional activities have been planned throughout the year. Q1: Whitebaiting community plantings. Q3: Prepare for autumn planting. Q4: Autumn community plantings.</td>
<td>CS: PSR Park Services</td>
<td>LDI Opex</td>
<td>$36,037</td>
<td>In progress</td>
<td>Green</td>
<td>Planning underway for restoration planting areas for Friends of Oakley Creek. Further works planned for volunteer planting sites on Rosebank East.</td>
</tr>
<tr>
<td>832</td>
<td>WT Deliver recreation programmes FY20</td>
<td>Delivering a wide range of sport and recreation participation initiatives designed to get more residents active in the Whau area.</td>
<td>CS: PSR Active Recreation</td>
<td>LDI Opex</td>
<td>$40,000</td>
<td>In progress</td>
<td>Green</td>
<td>Funding agreement with Sport Whakatāne has been signed (18 June 30 2019). This agreement will continue with the approach started by Sport Whakatāne in FY18/19, where a combination of community networking and delivery in Whau. As a new reporting approach has been implemented, this approach will be subject to review between Council Officers and Sport Whakatāne on a quarterly basis.</td>
</tr>
</tbody>
</table>
## Work Programme 2019/2020 Q2 Report

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Lead Dept/ Unit or GCO</th>
<th>Budget Source</th>
<th>Budget (K$)</th>
<th>Activity Status</th>
<th>RAG</th>
<th>Q1 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>835</td>
<td>In Whau Pathway work programme FY20</td>
<td>The vision for In Whau Pathway is to be a safe and efficient off-road pathway to the city, giving people access to the Whau River and connecting people and communities along the route. Operational costs including restoration work, community liaison, interpretation and user needs analysis (counters etc).</td>
<td>CS PRSR Park Services</td>
<td>LUI Opex</td>
<td>20,000</td>
<td>In progress</td>
<td>Green</td>
<td>Community Planting events held at Robert's Field, Toruina, McLeod and Archibald Parks, over 5,000 plants were planted along the walkway sections this planting season. Two Open Days held by Whau Coastal Walkway. Environmental Trust approximately 130 people attended between the two events which were held at Kaitaia Boys High School and Pa Tai Waka South Community Centre. With input from stakeholder groups, detailed design for Archibald Park. Walkway area storage completed and tender documents use currently being prepared. Planned award of contract pre-Christmas with the build happening in Feb/March 2020. To Whau Pathway Project Resource Consent application submitted. Currently working on 572 responses including visual simulations and editing maps. Public notification pending. Consultation with affected residents continues in preparation for the public notification. Delineation of the Wightline/Real Reserve/Sandy Lane section underway, includes consultation with affected residents noting this relates to the concrete path sections only which are not included in the large Resource Consent application. In partnership with Healthy Families Whakareware Planning is underway for an event to support members of the public who want to make a public submission on the Resource Consent. This is planned for the 1st week of Oct and will be held at the New Lynn Community Centre. A successful resource consent submission support event was held at the New Lynn Community Centre in October 2019. Hosted by Healthy Families this evening provided information to the public on how to make a submission on the Resource Consent application. Resource consent public notification period closed on 12 December 2019. Indicative numbers are that there have been over 350 submissions. Two meetings were held to plan for a 28 March 2020 public event at Archibald Park. This is a joint event with both internal and external stakeholders inputting into the planning. The event will support greater connections between the community and the Whau River, pathway and the surrounding areas.</td>
</tr>
<tr>
<td>1202</td>
<td>Whau Parks and Open Space Network Planning</td>
<td>Undertake investigation at a parks network level to promote future projects and programmes with parks and open spaces in the Whau and help to define future capital and operational work programmes. Potential FY19/20 projects: 1) Sidewalk Reserve Plan 2) Accessibility in parks investigation 3) Greenways Plan (Local Paths) review</td>
<td>CS PRSR Park Services</td>
<td>LUI Opex</td>
<td>50,000</td>
<td>In progress</td>
<td>Green</td>
<td>The local board deferred this until after the election. This will be discussed with the new local board in Q2. A workshop was held with the local board in October where the following program was agreed for this budget: 1) Accessibility in parks assessment - Specific parks have been identified within the scope of the project and a specialist has been engaged. 2) Review of Greenways Plan (Local Paths Plan development) - scope of work prepared and a specific has been engaged to undertake the review.</td>
</tr>
<tr>
<td>ID</td>
<td>Activity Name</td>
<td>Activity Description</td>
<td>Local Dept/Unit or Code</td>
<td>CLT: Lease Commencement Date</td>
<td>CLT: Right of Renewal</td>
<td>CLT: Final Lease Expiry Date</td>
<td>Activity Status</td>
<td>RAG</td>
</tr>
<tr>
<td>-----</td>
<td>-----------------------------------</td>
<td>---------------------------------------------------------------------------------------</td>
<td>-------------------------</td>
<td>----------------------------</td>
<td>-----------------------</td>
<td>----------------------------</td>
<td>----------------</td>
<td>-----</td>
</tr>
<tr>
<td>1308</td>
<td>Renewal of ground lease</td>
<td>CF: Community Leases</td>
<td>21-05-19</td>
<td>1 x 10 years ROR</td>
<td>20-05-30</td>
<td>In progress</td>
<td>Green</td>
<td>This lease project is proposed to commence in quarter four. An application for renewal of lease has been sent to the lessee. A site visit will be undertaken in quarter three with reporting to the Whau Local Board expected in quarter four.</td>
</tr>
<tr>
<td>1309</td>
<td>Renewal of ground lease</td>
<td>CF: Community Leases</td>
<td>21-05-19</td>
<td>1 x 10 years ROR</td>
<td>20-05-30</td>
<td>In progress</td>
<td>Green</td>
<td>This lease project is proposed to commence in quarter four. An application for renewal of lease has been sent to the lessee. A site visit will be undertaken in quarter three with reporting to the Whau Local Board expected in quarter four.</td>
</tr>
<tr>
<td>1310</td>
<td>Renewal of ground lease</td>
<td>CF: Community Leases</td>
<td>01-04-19</td>
<td>1 x 5 years ROR</td>
<td>31-03-25</td>
<td>Completed</td>
<td>Green</td>
<td>This lease project is proposed to commence in quarter three and four. A renewal of lease using the streamlined memorandum process to the Whau Local Board has been approved. The renewal of lease is for a period of five years commencing 1 April 2020.</td>
</tr>
<tr>
<td>1311</td>
<td>Renewal of ground lease</td>
<td>CF: Community Leases</td>
<td>01-12-04</td>
<td>2 x 5 years ROR</td>
<td>30-11-19</td>
<td>In progress</td>
<td>Green</td>
<td>An application for a new community lease has been received from the lessee. A site visit and presentation of a memo will take place in quarter two. A site visit and presentation of a memo where the forum has been undertaken. A formal report on the Whau Local Board recommending a new lease will be presented at the business meeting in February 2020.</td>
</tr>
<tr>
<td>1312</td>
<td>Renewal of ground lease</td>
<td>CF: Community Leases</td>
<td>01-02-00</td>
<td>0</td>
<td>31-01-20</td>
<td>In progress</td>
<td>Green</td>
<td>This lease project is proposed to commence in quarter two. An application for renewal of lease has been sent to the lessee. A site visit will be undertaken in quarter three with reporting to the Whau Local Board expected in quarter four. Classification of Ambrosia Historical Reserve is required before a new lease can be considered. A presentation of a memo where the forum will take place in quarter two. A site visit and presentation of a memo where the forum has been undertaken. A formal report on the local board classification will be presented at a business meeting in February 2020. A site visit and presentation of a memo where the forum has been undertaken. A formal report on the local board classification will be presented at a business meeting in February 2020.</td>
</tr>
<tr>
<td>1313</td>
<td>Renewal of ground lease</td>
<td>CF: Community Leases</td>
<td>12-03-19</td>
<td>1 x 5 years ROR</td>
<td>11-03-20</td>
<td>In progress</td>
<td>Green</td>
<td>Classification of Ambrosia Historical Reserve is required before a new lease can be considered. A presentation of a memo where the forum will take place in quarter two. A site visit and presentation of a memo where the forum has been undertaken. A formal report on the local board classification will be presented at a business meeting in February 2020. A site visit and presentation of a memo where the forum has been undertaken. A formal report on the local board classification will be presented at a business meeting in February 2020.</td>
</tr>
<tr>
<td>1314</td>
<td>Renewal of ground lease</td>
<td>CF: Community Leases</td>
<td>19-06-03</td>
<td>0</td>
<td>08-05-18</td>
<td>Approved</td>
<td>Green</td>
<td>Formal advice from Auckland Council’s legal team regarding the hearing of submissions and on progressing the lease is expected in quarter three. Formal advice from Auckland Council’s legal team regarding the hearing of submissions and on progressing the lease is expected in quarter three.</td>
</tr>
<tr>
<td>1315</td>
<td>Renewal of ground lease</td>
<td>CF: Community Leases</td>
<td>01-07-01</td>
<td>1 x 5 years ROR</td>
<td>30-06-11</td>
<td>Cancelled</td>
<td>Green</td>
<td>The scale of the refurbishment works on the New Lynn Community Centre and its impact on the area leased by Parklet is not yet known. This lease project is proposed to commence in quarter five. The scale of the refurbishment works on the New Lynn Community Centre and its impact on the area leased by Parklet is not yet known. This lease project is proposed to commence in quarter four.</td>
</tr>
<tr>
<td>1316</td>
<td>Renewal of ground lease</td>
<td>CF: Community Leases</td>
<td>20-08-77</td>
<td>1 x 21 years ROR</td>
<td>25-08-19</td>
<td>Approved</td>
<td>Green</td>
<td>This lease project is proposed to start in quarter three. This lease project is proposed to start in quarter three. This lease project was completed in quarter one.</td>
</tr>
<tr>
<td>1317</td>
<td>Renewal of ground lease</td>
<td>CF: Community Leases</td>
<td>Completed</td>
<td></td>
<td></td>
<td>Completed</td>
<td>Green</td>
<td>The Whau Local Board approved a new community lease to Whau Local Board. The Whau Local Board approved a new community lease to Whau Local Board.</td>
</tr>
<tr>
<td>1318</td>
<td>Renewal of ground lease</td>
<td>CF: Community Leases</td>
<td>Completed</td>
<td></td>
<td></td>
<td>Completed</td>
<td>Green</td>
<td>The Whau Local Board approved a new community lease to Whau Local Board. The Whau Local Board approved a new community lease to Whau Local Board.</td>
</tr>
</tbody>
</table>

Whau Local Board
## Work Programme 2019/2020 Q2 Report

<table>
<thead>
<tr>
<th>ID</th>
<th>Activity Name</th>
<th>Activity Description</th>
<th>Level Depth/Unit or CO</th>
<th>CL: Lease Commencement Date</th>
<th>CL: Right of Renewal</th>
<th>CL: Final Lease Expiry Date</th>
<th>Activity Status</th>
<th>RAG</th>
<th>Q1 Commentary</th>
<th>Q2 Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>1383</td>
<td>Whau Local Board Community Leases FY2021/2022 Work Programme</td>
<td>Leases to be progressed in the 2021-2022 Work Programme year Order of St John Auckland Regional Trust - Avondale, Lynnfield Athletics &amp; Hockey Club, Royal New Zealand Yacht Trust - Blockhouse Bay, Lions Club of Avondale Incorporated</td>
<td>OF: Community Leases</td>
<td>Approved</td>
<td>Green</td>
<td>Approved</td>
<td>Leases to be progressed in the 2020-2021 work programme.</td>
<td>Leases to be progressed in the 2020-2021 work programme.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Operating performance financial summary

#### Operating Performance

<table>
<thead>
<tr>
<th>$(000's)</th>
<th>FY20 Quarter 2</th>
<th>FY20</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Actual</td>
<td>Revised</td>
</tr>
<tr>
<td>Net operating expenditure</td>
<td>7,616</td>
<td>7,920</td>
</tr>
<tr>
<td>Operating revenue</td>
<td>173</td>
<td>134</td>
</tr>
<tr>
<td>Community services</td>
<td>173</td>
<td>134</td>
</tr>
<tr>
<td>Operating expenditure</td>
<td>7,789</td>
<td>8,054</td>
</tr>
<tr>
<td>Community services</td>
<td>6,863</td>
<td>6,990</td>
</tr>
<tr>
<td>Environmental services</td>
<td>86</td>
<td>113</td>
</tr>
<tr>
<td>Governance</td>
<td>486</td>
<td>485</td>
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<tr>
<td>Planning</td>
<td>354</td>
<td>466</td>
</tr>
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</table>

Note: Includes ABS and LDI

#### LDI by activity

<table>
<thead>
<tr>
<th>Operating expenditure</th>
<th>750</th>
<th>846</th>
<th>96</th>
<th>1,539</th>
<th>1,451</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community services</td>
<td>665</td>
<td>734</td>
<td>69</td>
<td>1,269</td>
<td>1,206</td>
</tr>
<tr>
<td>Environmental services</td>
<td>85</td>
<td>112</td>
<td>27</td>
<td>244</td>
<td>245</td>
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<tr>
<td>Planning</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>26</td>
<td>0</td>
</tr>
</tbody>
</table>

### Commentary

**Net operating expenditure** for the six months to 31 December 2019 was $7.6 million, under budget by $304,000 (3.8%).

**Operating revenue** of $173,000 was over budget by $39,000 (29.1%) mainly due to library sales and service charges of $32,000 budgeted regionally.

**Operating expenditure** of $7.8 million was under budget by $265,000 (8.5%). The asset-based services underspend component of $169,000 mainly relates to the full facility maintenance contract underspend of $104,000 (3.6%) and the Avondale BID grant coded regionally in error of $77,000.

LDI (locally driven initiatives) expenditure of $750,000 was under budget by $90,000 (11.3%). The main drivers of the under-spend to date being:
- Youth Development - following the appointment of a new network co-ordinator the funding is delayed until next quarter.
- Tula’s Pacific Youth Leadership Programm funding agreement to be completed next quarter.
- Senior citizens high tea to be delivered next quarter.
- The timing of Macri responsiveness programmes.
- Film revenue to be allocated

Further details by project are available in the Work Programme.
### DI Operating Expenditure – all projects

<table>
<thead>
<tr>
<th>Cost of Service</th>
<th>Year To Date ($000)</th>
<th>Full Year ($000)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Actual</td>
<td>Revised Budget</td>
</tr>
<tr>
<td>CE LDI Staff allocation</td>
<td>96</td>
<td>96</td>
</tr>
<tr>
<td>Additional support for volunteer libraries</td>
<td>1</td>
<td>4</td>
</tr>
<tr>
<td>NZAC</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Capacity building programme</td>
<td>50</td>
<td>50</td>
</tr>
<tr>
<td>Coastal walkway trust</td>
<td>0</td>
<td>5</td>
</tr>
<tr>
<td>Community Arts Programmes</td>
<td>80</td>
<td>80</td>
</tr>
<tr>
<td>Community facilities – support programme</td>
<td>10</td>
<td>10</td>
</tr>
<tr>
<td>Community placemaking initiatives</td>
<td>99</td>
<td>87</td>
</tr>
<tr>
<td>Reating a Maori identity</td>
<td>(1)</td>
<td>9</td>
</tr>
<tr>
<td>Ecological volunteers environmental programme</td>
<td>11</td>
<td>9</td>
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<tr>
<td>Extended Library hours</td>
<td>11</td>
<td>21</td>
</tr>
<tr>
<td>Friendship Garden</td>
<td>11</td>
<td>11</td>
</tr>
<tr>
<td>Grants Recipients Ceremony</td>
<td>0</td>
<td>5</td>
</tr>
<tr>
<td>Heritage activation</td>
<td>3</td>
<td>10</td>
</tr>
<tr>
<td>Across the Whau</td>
<td>20</td>
<td>15</td>
</tr>
<tr>
<td>B Film income</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Civic functions</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Civic community grants</td>
<td>71</td>
<td>77</td>
</tr>
<tr>
<td>Civic events fund</td>
<td>106</td>
<td>88</td>
</tr>
<tr>
<td>Civic Park development programme open</td>
<td>16</td>
<td>13</td>
</tr>
<tr>
<td>Maori responsiveness</td>
<td>14</td>
<td>27</td>
</tr>
<tr>
<td>Pacific and Ethnic voices</td>
<td>4</td>
<td>10</td>
</tr>
<tr>
<td>Ark community partnerships</td>
<td>32</td>
<td>17</td>
</tr>
<tr>
<td>Recreation programmes</td>
<td>10</td>
<td>10</td>
</tr>
<tr>
<td>Seniors forum</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Urban Forest (Ngahere) strategy</td>
<td>0</td>
<td>(4)</td>
</tr>
<tr>
<td>Youth capacity building</td>
<td>0</td>
<td>58</td>
</tr>
<tr>
<td>Youth development initiatives</td>
<td>0</td>
<td>15</td>
</tr>
<tr>
<td>Total Community services</td>
<td>865</td>
<td>734</td>
</tr>
<tr>
<td>Item</td>
<td>Year To Date ($000)</td>
<td>Full Year ($000)</td>
</tr>
<tr>
<td>------</td>
<td>---------------------</td>
<td>------------------</td>
</tr>
<tr>
<td></td>
<td>Actual</td>
<td>Revised Budget</td>
</tr>
<tr>
<td>Pike Hub</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>Carbon reduction initiatives</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td>Attachment Care</td>
<td>5</td>
<td>32</td>
</tr>
<tr>
<td>City activation</td>
<td>8</td>
<td>8</td>
</tr>
<tr>
<td>Cowest Festival</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>Ethnic Communities Engagement</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>Healthy homes project</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>Industry Pollution Prevention Programme</td>
<td>15</td>
<td>15</td>
</tr>
<tr>
<td>Manukau Harbour Forum</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Project Homewise - sustainability &amp; ecology initiatives</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>Sustainability initiatives</td>
<td>32</td>
<td>32</td>
</tr>
<tr>
<td>Total Environmental services</td>
<td>86</td>
<td>112</td>
</tr>
<tr>
<td>Locally Driven Initiatives (ATEED)</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total Planning</td>
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### Capital expenditure

<table>
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<tr>
<td></td>
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<tr>
<td>Capital expenditure</td>
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<td>2,291</td>
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<tr>
<td>Community services</td>
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Note: Includes ABS and LDI

### Commentary

The Whau Local Board invested $858,000 in capital expenditure in the six months ended 31 December 2019 which is $1.4m under budget. This underspend mainly relates to:

- Crown Lynn Park development where two issues need to be resolved one around the road layout plans from the Crown Lynn developer to enable the park to match the flow of the new surrounding streets and a land swap needs to be finalised to confirm the park boundary before design can commence.
- General park restoration - Tenders have recently gone out for the physical works on the Sandy Lane Reserve and Archibald Park Waka Ama storage shed.
- Asset renewals programmes - being at differing stages of completion e.g. design, tender, consent or physical works.

LDI capex-various projects at differing stages of completion, e.g. Archibald Park playground and fitness area - physical works have commenced. Motu Manawa_Holly St to Eastdale Road - install walkway-concept design options to come to local board for discussion.

Further details by project is available in the Work Programme update.
## Capital Expenditure – all projects

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<th>Project Name</th>
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<td>Locally driven initiatives (LDI Capex)</td>
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<td>Bay space, walkway and landscaping (Crown Lynn)</td>
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<td>The Local Board Initiative (OLI)</td>
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<td><strong>Subsidies and grants for capital expenditure</strong></td>
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Whau Local Board additional appointment to the New Lynn Business Association

File No.: CP2020/04616

Te take mō te pūrongo
Purpose of the report

1. To appoint an additional member of the Whau Local Board to act as a second alternate representative to the New Lynn Business Association, in addition to the appointments already made on 4 December 2019.

Whakarāpopototanga matua
Executive summary

2. In its meeting of 4 December 2019, the Whau Local Board resolved (part (b)(iii) of resolution WH/2019/160) as follows:

*MOVED by Deputy Chairperson S Zhu, seconded by Member C Farmer:*

That the Whau Local Board:

b) nominate one board member and one alternate to act as a liaison with the following organisations for the 2019-2022 triennium:

   iii) Deputy Chairperson S Zhu to the New Lynn Business Association, and Chairperson K Thomas as alternate

*CARRIED*

3. Following the above resolution, discussions have taken place between members of the Whau Local Board, members of the New Lynn Business Association Executive Committee, and Auckland Council Staff focusing on the relationship between the local board and the Business Association and some of the priorities and challenges facing the New Lynn Business Improvement District (BID).

4. As a result of those discussions, all parties have agreed in principle that the ongoing involvement of Member W Piper, a former Chair of the New Lynn Business Association, would be extremely valuable to ensure continuity, and to enable the Business Association to meet future challenges and work to its full capacity.

5. Staff therefore recommend formalizing this relationship by appointing Member Piper as a second alternate to the role of BID liaison, in addition to the appointment of Deputy Chairperson S Zhu as representative, and Chairperson K Thomas as alternate.

6. The remaining subclauses (i-ii and iv-v) of part (b), resolution WH/2019/160 are unaffected by this proposed amendment. While part (a) of this same resolution is unaffected by this proposed change, it is noted that part (a) was previously amended by the Whau Local Board at its meeting of 25 February 2020 (resolution WH/2020/14).

Ngā tūtohunga
Recommendations

That the Whau Local Board:

a) appoint Member W Piper as a second alternate representative of the Whau Local Board to the New Lynn Business Association

b) note that this appointment is in addition to those appointments already made by the Whau Local Board in respect of the New Lynn Business Association on 4 December 2019 (part (b)(iii) of resolution WH/2019/160) and not affect them.
Whau Local Board
06 May 2020

Ngā tāpirihanga

Attachments

There are no attachments for this report.

Ngā kaihaina

Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Mary Binney - Senior Local Board Advisor - Whau</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Glenn Boyd - Relationship Manager Henderson-Massey, Waitākere Ranges, Whau</td>
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File No.: CP2020/05184

Te take mō te pūrongo
Purpose of the report
1. To enable the local board to formalise by resolution the feedback provided by memo to inform Auckland Council’s submissions on; the 2021 Draft Government Policy Statement on Land Transport, and Waka Kotahi New Zealand Transport Agency’s Accessible Streets Regulatory Package.

Whakarāpopototanga matua
Executive summary
1. The Draft 2021 Government Policy Statement on Land Transport (GPS) sets out the government’s priorities for expenditure from the National Land Transport Fund over the next 10 years.

2. The Government has released a draft GPS for review and feedback. It is open for public submission from 19 March 2020 with a closing date now extended to 11 May 2020. The Whau Local Board’s feedback was anticipated to inform Auckland Council’s draft submission on the GPS which, at the time of writing this report, is anticipated to be adopted by council’s Emergency Management Committee on 30 April.

2. The Whau Local Board’s feedback on the GPS is appended as Attachment A.

3. Waka Kotahi New Zealand Transport Agency has proposed a package of regulatory changes (The Accessible Streets Regulatory Package) to improve safety for and increase uptake of walking and cycling and other forms of active transport in towns and cities.

4. Auckland Council staff prepared and presented a draft submission to council’s Emergency Management Committee on 16 April. This feedback was anticipated to be appended to the final Auckland Council submission.

5. Accessible Streets Regulatory Package is appended as Attachment B.

6. This report seeks to formalise the feedback provided on these two items by resolution of the Whau Local Board.

Ngā tūtohunga
Recommendations
That the Whau Local Board:

a) ratify its feedback provided to Auckland Council staff by memo dated 15 April 2020 on the 2021 Draft Government Policy Statement on Land Transport

b) ratify its feedback provided to Auckland Council staff by memo dated 16 April 2020 on the Accessible Streets Regulatory Package.
Ngā tāpirihanga
Attachments

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<td>167</td>
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<td>B</td>
<td>Whau Local Board feedback on the Accessible Streets Regulatory Package</td>
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<th>Mary Binney - Senior Local Board Advisor - Whau</th>
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<tr>
<td>Authorisers</td>
<td>Glenn Boyd - Relationship Manager Henderson-Massey, Waitākere Ranges, Whau</td>
</tr>
</tbody>
</table>
Whau Local Board
06 May 2020

15 April 2020

Memorandum

To: Jim Fraser – Principal Transport Advisor, Auckland Council
    Glenn Boyd – Relationship Manager, Henderson-Massey, Waitakere Ranges and Whau
    Mary Binney – Senior Local Board Advisor, Whau
    Kat Ashmead – Senior Policy Advisor, Local Board Services

Cc: Kay Thomas, Whau Local Board Chair

Subject: Whau Local Board feedback on the Draft 2021 Government Policy Statement on Land Transport

From: Kay Thomas, Whau Local Board Chair

Purpose

1. To provide feedback from the Whau Local Board to inform Auckland Council’s submission on the Draft 2021 Government Policy Statement on Land Transport.

Context

1. The Government Policy Statement on Land Transport (GPS) sets out the government’s priorities for expenditure from the National Land Transport Fund (NLTf) over the next 10 years.


3. The GPS is of high importance to Auckland Council, both at the local and regional level, as it determines the Government’s priorities for co-investment in regional and local transport initiatives via the NLTf. It will also substantially inform the development of the 2021 Regional Land Transport Plan (RLTP), which effectively determines which transport activities will be allocated budget through council’s Long-term Plan to progress over the next three-year period (2021-2024).

4. Auckland Council staff are currently preparing a submission on behalf of the organisation, which is anticipated to be adopted by council’s Emergency Management Committee on 30 April. This feedback is anticipated either to inform, or be appended to, that submission.

5. The Whau Local Board agrees in principle with the main principles underpinning the draft GPS, in particular the strategic directions focusing on safety and climate change, as it sees these as critical regional (also national, and global) issues. The local board also supports the focus on transport options and efficient movement of freight as these issues are of significant local relevance also.

Feedback from the Whau Local Board

6. The Whau Local Board welcomes the opportunity to give feedback on the Draft GPS and supports in principle its general approach, with the following comments.

Changes since the last GPS

7. The Whau Local Board is aware that potential impact of climate change has become increasingly clear in the past three years and the need to reduce carbon emissions (in particular by identifying options to reduce the use of fossil fuels) is now of critical importance. Public desire to reduce reliance on fossil fuels has become increasingly clear, with uptake of electric vehicles surging in the past two years.

8. The Whau Local Board notes the rapid pace of technological innovation and significant uptake in micromobility options such as e-bikes and e-scooters. The board also notes the increasing awareness amongst employers of the need to facilitate demand management through flexible working policies. This has
become increasingly apparent during the ongoing Covid-19 situation and the board hopes that Government agencies will take the learnings from this experience.

9. The Whau Local Board strongly supports the Government’s Road to Zero strategy but believes more needs to be done to improve safety at the local level, including pedestrian safety, noting our aging population and the demands of increasing population density in our urban areas.

10. The Whau Local Board notes that while population growth and intensification continue, there has been slow progress on some key growth-related projects, particularly in the Auckland Region. Auckland needs more investment in heavy rail and in mass rapid transit, noting in particular frustration around lack of progress on the proposed North-western Rapid Transit Corridor.

**Strategic Priority 1 – Safety**

11. The Whau Local Board strongly supports the inclusion of safety as a strategic priority. The safety of the transport system is also a very high priority for the communities of the Whau.

12. The Whau Local Board supports the government’s Road to Zero strategy and endorses the inclusion of safety as a strategic direction. However, the local board notes that Approved Organisations have chosen to take a narrow, technical definition of safety (or risk) that has sometimes alienated local communities where there is a high level of concern around the safety of transport infrastructure.

13. The Whau Local Board hopes that the Transport Agency will support and encourage Approved Organisations in their obligation to listen to local communities and take localised safety concerns seriously.

**Strategic Priority 2 – Better Travel Options**

14. The Whau Local Board supports the inclusion of better travel options as a strategic priority. Auckland is unique within New Zealand in terms of physical size and population. The provision of better travel options is of particular importance here and this is definitely an issue in the Whau, where communities have varying degrees of access to safety, low-cost and efficient transport options.

15. The Whau Local Board would like to see the GPS be more explicit about the fact that Auckland requires particular attention in this area (and the others). While some of our communities are very well-served, others – although not physically far away – have relatively poor connectivity.

16. The Whau Local Board supports the consideration of New Lynn, as Auckland’s only Transit-oriented Development (TOD) and given its unique location, as an appropriate location for a multi-level park and ride. This also takes into account the particular geographic constraints around access to New Lynn via bus and active modes for people living in the Titirangi area and/or Waitakere Ranges foothills who wish to access rail and/or frequent bus services from New Lynn. The local board would like to see the GPS take more account of Auckland’s particular geographical constraints and challenges.

17. It is essential that progress is made on the North-western Rapid Transit Corridor (currently assumed to be a busway, possibly future-proofed for light rail) and, for the people who work in the Rosebank Peninsula and for its many businesses, it is essential that it has a stop at the Rosebank interchange with feeder buses along the peninsula.

18. The Whau Local Board area has good travel choices for many, but still frustratingly slow travel times to the Auckland City, particularly during peak hours, and this is unlikely to improve before City Rail Link is completed. The local board notes that while New Lynn and Avondale are well-served by public transport (and will be well-served in terms of active transport when the New Lynn to Avondale Shared Path is eventually completed), this situation is not representative of the whole of the Whau area. Blockhouse Bay and New Windsor have good bus connections, but a lack of transport choice. Green Bay and Kelston are not well served; transport choice is minimal and commutes are very slow. These communities
deserve better travel options and the local board hopes that this GPS will provide the right strategic framework to make this happen at the local level.

19. The Whau Local Board notes a strong desire for faster progress in implementation of walking and cycling connections in the community. We have heard this repeatedly from our communities and will do what we can locally, but the local board hopes that this GPS will support completion and expansion of the Auckland Cycle Network.

Strategic Priority 3 – Improving Freight Connections

20. The Whau Local Board supports the inclusion of improving freight connections as a strategic priority. This is a critical issue for the Rosebank Peninsula and the local board hopes that this GPS will support improved access to our critical industrial precinct which currently struggles with poor access.

21. The Whau Local Board also supports the increased use of rail and sea freight to take pressure off Auckland’s roading network and reduce carbon emissions.

Strategic Priority 4 – Climate Change

22. The Whau Local Board strongly supports the inclusion of climate change as a strategic priority. The local board strongly supports increased provision of safe walking and cycling infrastructure to encourage uptake of active modes. It also welcomes innovation, including micro-mobility options and demand management tools.

23. It is clear that good environmental management or kaitiakitanga, and working to meet the challenges of climate change, are huge priorities for the people of the Whau. The local board sees reducing the emissions associated with the transport system as being a very high priority and applauds the Transport Agency for making climate change a strategic direction.

24. However, the local board would urge the Transport Agency to take a more directive approach in implementing this strategic direction to ensure that Approved Organisations actively seek to implement projects and initiatives in this space, noting that in spite of the move to a mode-neutral approach with more emphasis on safety and emissions-reduction in the 2018 GPS, these changes have been slow to take hold at an organisational level throughout the relevant agencies. The local board hopes that a more radical cultural shift will result from this draft GPS.

Next Steps

2. This feedback is expected to inform and/or be appended to Auckland Council’s submission, to be approved by the Emergency Management Committee on 30 April.

3. This feedback will be reported to the 6 May meeting of the Whau Local Board for retrospective ratification.

4. If staff have questions about any of the above feedback, please contact the Senior Local Board Advisor – mary.binney@aucklandcouncil.govt.nz.

Kay Thomas
Chairperson, Whau Local Board

Date 15 April 2020
Memorandum

16 April 2020

To: Alastair Cribbens – Principal Transport Advisor, Auckland Council

Cc: Glenn Boyd – Relationship Manager, Henderson-Massey, Waitakere Ranges and Whau
Mary Binney – Senior Local Board Advisor, Whau
Kat Ashmead – Senior Policy Advisor, Local Board Services

Subject: Whau Local Board feedback on Waka Kotahi New Zealand Transport Agency’s Accessible Streets Regulatory Package

From: Kay Thomas, Whau Local Board Chair

Purpose

1. To provide feedback from the Whau Local Board to be appended to Auckland Council’s submission on Waka Kotahi New Zealand Transport Agency’s Accessible Streets Regulatory Package.

Context

1. Waka Kotahi New Zealand Transport Agency’s (The Transport Agency’s) Accessible Streets Regulatory Package sets out nine proposed changes intended to:
   - make footpaths, shared paths, cycle lanes and cycle paths safer and more accessible,
   - accommodate the increasing use of micro-mobility devices like e-scooters on streets and footpaths,
   - encourage active modes of transport and support the creation of more liveable and vibrant towns and cities,
   - make social and economic opportunities more accessible, and
   - make buses and active transport such as walking and cycling safer and more efficient.

2. Auckland Council staff are currently preparing a submission on behalf of the organisation, which is anticipated to be adopted by council’s Emergency Management Committee on 16 April. This feedback is anticipated be appended to that submission.

3. The Whau Local Board notes that it has not had the opportunity to see the council’s draft submission.

Feedback from the Whau Local Board

4. The Whau Local Board thanks the Transport Agency for undertaking this timely work, welcomes the opportunity to give feedback and is broadly supportive of the proposals, noting the following comments. In particular, the Local Board is particularly concerned about the safety of its community and urges the Transport Agency to ensure that the safety of the most vulnerable users of the road corridor is given the highest priority.

5. The Whau Local Board supports Proposal 1 (Change current vehicle and device definitions).

6. The Whau Local Board has concerns about Proposal 2 (Change who is allowed on footpaths and introduce conditions that users need to follow when using the footpath). The board supports the legalisation of bicycles on footpaths for people younger than sixteen to encourage the uptake of cycling among young people, particularly traveling to school. The board does not support the broader legalisation of cycling on footpaths as this can jeopardise pedestrian safety (particularly for the elderly, disabled and blind/vision-impaired people) and may undermine the case for investment in safe, separated cycling infrastructure.
7. The Whau Local Board supports Proposal 3 (Clarify who is allowed on shared paths and cycle paths and introduce the conditions they need to follow) but would urge that more be done to protect the more vulnerable users of this infrastructure in terms of who has priority, and potentially speed limits.

8. The Whau Local Board supports Proposal 4 (Allow transport devices to use cycle lanes and paths) but again has some concerns around the potential impact on more vulnerable users of this infrastructure. The local board would urge caution, and more thorough safeguards, in respect of this proposal.

9. The Whau Local Board supports Proposal 5 (Introduce lighting and reflector requirements for powered transport devices at night).

10. The Whau Local Board supports Proposal 6 (Various changes to road user priority) as these proposals put greater responsibility on drivers to act with caution, provided that this is accompanied by robust public education / awareness raising to ensure that the rule changes are understood by motorists.

11. The Whau Local Board supports Proposal 7 (Mandate a minimum overtaking gap for motor vehicles passing cycles, transport devices, horses, pedestrians and people using mobility devices on the road).

12. The Whau Local Board supports Proposal 8 (Clarify how road controlling authorities can restrict parking on berms).

13. The Whau Local Board supports Proposal 9 (Give buses priority when exiting bus stops) provided that this is accompanied by robust public education / awareness raising to ensure that the rule changes are understood by motorists.

Next Steps

2. This feedback is expected to be appended to Auckland Council’s submission, to be approved by the Emergency Management Committee on 16 April.

3. This feedback will be reported to the 6 May meeting of the Whau Local Board for retrospective ratification.

4. If staff have questions about any of the above feedback, please contact the Senior Local Board Advisor – mary.binney@aucklandcouncil.govt.nz.

Kay Thomas
Chairperson, Whau Local Board

Date 16 April 2020
Ratification of the Whau Local Board feedback on the Independent Council-Controlled Organisations Review

File No.: CP2020/05218

Te take mō te pūrongo
Purpose of the report
1. To enable the local board to formalise by resolution the feedback provided to inform the Independent Council-Controlled Organisations Review

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. This report seeks to formalise the feedback provided by the Whau Local Board in April 2020 for inclusion in the Independent Council Controlled Organisations Review.
7. Whau Local Board’s feedback is appended as Attachment A.

Ngā tūtohunga
Recommendation
That the Whau Local Board:
   a) ratify Attachment A as the local board’s feedback provided in April 2020 for inclusion in the independent Council-Controlled Organisations Review.

Ngā tāpirihanga
Attachments

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#### Signatories

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<tr>
<td><strong>Authors</strong></td>
<td>Rodica Chelaru - Democracy Advisor - Whau</td>
</tr>
<tr>
<td><strong>Authorisers</strong></td>
<td>Glenn Boyd - Relationship Manager Henderson-Massey, Waitākere Ranges, Whau</td>
</tr>
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CCO Review Feedback – Whau Local Board

1. In response to the CCO Review, the Whau Local Board:
   b. Endorse in part the Council Controlled Organisations model for delivering aspects of council services, however seek that all substantive CCO’s:
      i. Demonstrate improved accountability to ratepayers and their representative elected members and an improved understanding and respect for the co governance role of local boards.
      ii. Be required to undertake early and ongoing engagement with local boards and community that enables genuine input and influence. Noting the opportune time for most impactful engagement is early in the project lifecycle.
      iii. Demonstrate an understanding that Auckland Council is much more expansive than just the central areas of the city and deliver services accordingly
      iv. Must actively improve the internal culture of their organisations and recognise the role of CCO’s is to serve the needs of the people of Auckland and to operate as an integrated part of the wider Auckland Council.
      v. Work proactively across the CCO and council departments family and improve their relationships and communications with each other so a more cohesive, integrated approach is taken to developments and projects.
   c. Endorse that Watercare Services continue as a water supply and wastewater disposal CCO noting it has current good working relationships with Healthy Waters and other Council agencies needs to be maintained.
   d. Endorse that Auckland Transport as a CCO noting that at a local level enhanced governance quality advice and support for decision making beyond stakeholder management is required for local boards. Noting there is a requirement for a stepwise change around communicating and connecting in a more positive manner with the broader community.
   e. Propose that ATEED Auckland Tourism Events and Economic Development CCO be abolished, their staff and roles incorporated in the Auckland Council and their decision-making appropriately divided between the Auckland Council’s governing body and local boards.
   f. Endorse that Panuku continue as a property and urban development agency as a CCO and there is opportunity to expand their role as a genuine placemaker and looking at a wider spatial area and being active in establishing agree Council service levels are attained e.g. community hall provision and open space.
   g. Request that CCO Board membership include a number of appointed elected members.

Watercare Services

2. Watercare Services (Watercare) are seen to be a CCO that is performing well and an entity that delivers a consistently high-quality service for Auckland across the potable water supply and wastewater management systems.
3. The Whau Local Board has experienced an effective relationship management process as
governors. Watercare consistently demonstrate early decision input support to operational
staff particularly in activities affecting the areas local open spaces. The local board are
also aware Watercare’s efforts to connect with residents and resolve, or at the least explain
and communicate, on any local complaint led issues that arise.

4. Watercare manage their own communication directly with customers through an
informative direct billing process that seeks to educate around water conservation
demonstrating their overall objectives as being public service driven rather than
consumption or expansion led.

5. There appears to be a strong complementary relationship between Watercare and
Auckland Councils Healthy Waters team that has worked well over the past 9 years.

6. Watercare’s operations appear to be owned and fronted up by Watercare’s Board and
senior management when there are matters of mixed public and local political views. This
is vital for resident and elected member confidence in the organisation knowing it is robust
and considered in its approaches within the framework of its core business.

Summary:

7. Watercare Services is to be acknowledged for its successful governance relationships and
operational delivery and continue under current model.

Auckland Transport

8. The need for the establishment of Auckland Transport (AT) as a CCO is understood from
a regional and network perspective and some significant advances have occurred across
urban city centric public transport network taking forward and delivering in a timely manner
aspects of; increased dual tracking, bus and train and integrated station upgrades,
electrification of the rail network, zone simplification, and integrated ticketing.

9. Through AT benefits have been realised in the relationship with central government and
NZTA. Examples include major road/motorway upgrades, cycling infrastructure,
increased safety investment in active modes along with intersections and road shapes.
Through AT, NZTA has identified that local boards have a stakeholder role with regards to
State Highway development. Kiwirail has also started to think about localised rail corridor
improvements beyond just that which affects rolling stock.

10. However, at the more local scale of road/footpaths and town centres there are more
mixed views about AT’s success. AT’s assets are pervasive across every neighbourhood
and used almost daily by residents, hence there is a very high awareness of localised
assets and opportunity for concern to be expressed when they don’t meet expectations.
From an engagement perspective matters which affect people directly are much more
likely to lift people to action and this is often received as a complaint. Matters which come
to elected members from the public have typically arisen out of receiving either; a standard
holding response from AT that feels to the customer as such and feels like it is slow in
being answered, or not picking up the nuisance of the matter that is being expressed.
Sometimes it is an ongoing matter that AT has looked to answer, but the member of the
public is not happy with the reply. Getting beyond these matters to a governance level can
be difficult for elected members as it can introduce doubt and question in the AT localised
responsive system.

11. To assist local board members in their governance role a number of relationship
management roles have been in place since early in the inception of AT. The local board
has felt that a good level of support has been provided by the incumbent liaison manager,
but at times from a local board perspective it appears to be a disconnect between her on other parts of the AT organisation. What is more often being felt is that many matters are being managed through a stakeholder management manner through the nominated role rather than local boards being provided the information and opportunity to act as local governors.

12. The accountable staff in more senior roles and technical staff are not consistently connecting with the local board directly.

13. To facilitate the governance role of local boards the opportunity to resource the provision of quality local transport advice needs to be developed, particularly from a place development perspective (a core role of local boards). This includes the local boards role in enhanced walking and cycling connections to destinations of attraction including; employment, education and leisure.

14. Limited insight is given from a transport strategy and planning perspective toward the triennial AT Local Board Capital fund or Local Board Plans (which are legislatively required to be refreshed after local government elections). The local board has been informed that there is a small transport advisory team in the Chief Planning Office (which it has not had contact with) perhaps this could be grown, or more ideally AT staff at a appropriate senior level are better enabled to provide advice and be resourced to connect with local governors in local boards.

15. Auckland Transport will always be a target of debate in the community for doing too much or too little, either too fast or too slow. At a local level greater governance decision making could be facilitated through planning direction being supported to local boards, in turn these elected members will need to stand behind decisions made bringing increased public accountability

16. Communication between Auckland Transport and Local Boards can be enhanced to enable better input on transport matters, particularly local safety projects, walking/ cycling connections and integration with wider local board planning. The current system of communication by using a Relationship Manager as a conduit for filtering decisions that AT have already made or advising the Local Board of low scale consultation late in the process, does not give Local Boards the degree of input into decision-making that should be required. Auckland Transport must take a more proactive response in informing the Local Board about plans in the Local Board area as they are the organization that is tasked with this responsibility, rather than relying on the Local Board to provide information requests or constituency advocacy communications.

Summary:

17. Regionally, Auckland Transport has taken forward substantive infrastructure improvements and systems integration that have benefitted hundreds of thousands of people.

18. At a local level enhanced governance quality advice and support for decision making beyond stakeholder management is required.

19. There is also an opportunity to see what internal support may also be bolstered within Auckland Council

20. Auckland Transport to remain a CCO, provided there are much strengthened requirements to provide meaningful consultation and accountability to the Auckland Council Governing body and Auckland Council Local Boards and in turn to the ratepayers of Auckland. These requirements include:
i. recognition within the Auckland Transport organization that they are a Council Controlled Organisation and not a stand-alone business,

ii. that the Council Governing body holds decision-making authority for Auckland Transport and all CCO’s, in regard to the office accommodation needs of the CCO’s, and regarding bonus and supplementary payments to directors and staff of Auckland Transport and other CCO’s,

iii. the inclusion of an improved performance standard for Auckland Transport to align with the wider local planning and Auckland regional planning and vision documents including Local Board Plans for local projects of significance,

iv. A requirement for Auckland Transport to provide wider consultation and communication channels for Local Boards rather than only managing two contact through the relationship manager.

Auckland Tourism, Events and Economic Development (ATEED)

21. Whilst ATEED may appear to have had success in developing Auckland as a destination with its significant events lifting the vitality of the wider Auckland experience for visitors and residents it is felt by the local board there is little that ATEED is achieving as a CCO that could not be achieved as a department with the Council organisation itself.

22. During the 2014 CCO review the Whau Local Board expressed its concerns with regards to Local Economic Development being removed from Auckland Council and being taken up by ATEED with the sense of a potential loss of the “local” aspect.

23. Whilst there has been active support from the staff who transitioned from AC to ATEED it is hard to identify any gains made. Beyond an operational level programme management there has been limited opportunity for active advice and support for the governance role of strategic analysis and direction setting. This is reflected in that the current three-year plans for the west local boards will likely not include stand-alone local economic development outcomes, rather a few initiatives will be included as contributors to other outcomes around youth, Māori and diverse community development.

24. The 2018/21 ATEED Statement of Intent identifies a cross cutting priority which includes having an ‘Enhance spatial focus’ across the west. At a local board governance and support level there is no awareness that ATEED is acting innovatively and with a step-change towards improving household prosperity across the west.

25. Over the past two terms there has been support toward supporting the Business Improvement Districts from staff in the CCO/External Partnerships team in Auckland Council’s governance division. This is practical on the ground support that assists the local board taking forward its governance direction around local economic development. There is a gap around town centre and business strategy and facilitation that could be taken forward through reinvesting staff and a portion of the budget allocated to ATEED back to a dedicated Local Economic Development team within council.

26. At a local board level there is limited understanding of local operational directions and even less involvement in informed decision making. Consideration should be made to increase accountability through an ATEED model that provides support to governors around strategic directions locally, or staff resource and associated support funding being re-established in Council - noting that previously this area was also under-resourced within Council.

27. ATEED in recent years has not effectively engaged with the Whau Local Board on a regular basis on local issues of employment and business development.
28. ATEED have a regional focus and the local board does not see any benefit to the local board area that is gained by having them separate to Council. In acting in their space as a CCO they do not have accountability to local boards as opposed if they were a dedicated Council department.

29. If ATEED remained as an external CCO they could be more effective by increasing discussion and action on local response to BID plans, local employment initiatives and business networking and knowledge-sharing opportunities.

Summary:

30. ATEED’s economic development support is experienced as being to be city centric with limitations around being able to also put a focus on local suburb-scale guidance and initiatives.

31. The local board questions the benefit to the city that are enabled specifically because it is a CCO. The board proposes that the ATEED functionality to be returned to the Auckland Council group as a distinct department, with the governing body sharing decision-making powers with local boards to enable both regional alongside of town centre and suburb scale economic development.

Panuku Development Auckland (Panuku)

32. The Whau Local Board acknowledges the positive relationship with Panuku with aligning quality development directions with local priorities outlined in the Whau Local Board plan.

33. Panuku as a CCO has proved to be a positive addition to the CCO model for the Whau Local Board that has driven coordinated urban planning and working with the development industry in the Whau, particularly Avondale and New Lynn.

34. Panuku has also had the role of property rationalisation and along with disposal of land and has taken forward the role optimisation consideration and sale of existing underutilised or constrained service land and making the resulting revenue available for local reinvestment.

35. Panuku has demonstrated an ability to respond to the market and has been able to attract and retained skilled staff who have been able to develop positive relationships and provide timely and insightful advice to support the Whau Local Board in its governance duties.

36. Panuku staff have also demonstrated a successful integration of their work programme duties actively working alongside of Council departments.

37. While there has been a strong relationship management process in place with the Local Board with specialist staff at senior levels making themselves directly available in a timely manner.

38. There is a need for Panuku to give greater regard to Council’s due-governance responsibilities to ensure that local boards take more part in this relationship as a partnership, not merely a stakeholder and that early influential engagement opportunities are provided to the local board.

39. There is an opportunity to expand Panuku’s investment planning so they can more proactively alongside of specialist Council staff identify the long term future needs of the local communities considering medium to long term investment approaches by itself and broader development industry to be more wholistic in assessing the impacts on communities and future local’s needs, for example pressure on green space due to housing intensification.
Summary:

40. Panuku should be retained as a Council Controlled Organisation for property management, rationalisation and urban development.

41. Look at opportunities where Panuku take forward broader scale plan development alongside of Council with a view to ensuring changing community needs are assessed and response needs such as community spaces, recreation needs, along with open space are programmed in.

Regional Facilities Auckland (RFA)

There are no strategic facilities managed under the RFA in the Whau Local Board area.
Local board feedback for inclusion in Auckland Council submissions

File No.: CP2020/03961

Te take mō te pūrongo
Purpose of the report

1. To recommend that the Whau 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 obtained when external parties set submission deadlines that don’t allow formal input to be obtained from a local board business meeting.

Ngā tūtohunga
Recommendations

That the Whau 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 |
| 2. Local board input                         | • Provides a mechanism for local                                       | • Extraordinary meeting needs to be arranged and advertised            |
## Options

<table>
<thead>
<tr>
<th>Item 20</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)

<table>
<thead>
<tr>
<th>Pros</th>
<th>Cons</th>
</tr>
</thead>
</table>
| 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 urgent decision needs the sign-off from two local board members (i.e. the Chair and the Deputy Chair), rather than just one. | 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  
Chair and Deputy Chair may not have time to properly consult and ascertain view of the full local board |

### 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)

<table>
<thead>
<tr>
<th>Pros</th>
<th>Cons</th>
</tr>
</thead>
</table>
| 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  
The Chair who has the delegated authority may not have time to properly consult and ascertain views of the full local board |

### 5. Local board input submitted and ratified at a later date

<table>
<thead>
<tr>
<th>Pros</th>
<th>Cons</th>
</tr>
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</table>
| 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  
Local board input can be challenged or changed at ratification or approval stage  
Decision to ratify informal views, even if made in a public meeting, is unable to be changed in the council submission (can be perceived as non-transparent decision-making)  
Inclusion of informal views in the Auckland Council submission will be at the discretion of the Governing Body. These may be included with caveats noting the views have not been ratified by the |
Options | Pros | Cons
---|---|---
| | | local board
• If the local board changes its views, there is a reputational risk for the council

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, the 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>Authors</th>
<th>Carol Stewart - Senior Policy Advisor</th>
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<td>Glenn Boyd - Relationship Manager Henderson-Massey, Waitākere Ranges, Whau</td>
</tr>
</tbody>
</table>
Te Tāruke-ā-Tāwhiri: Auckland's Climate Action Framework - Proposed changes

File No.: CP2020/03027

Te take mō te pūrongo
Purpose of the report
1. The purpose of this report is to outline key amendments to Te Tāruke-ā-Tāwhiri: Auckland’s Climate Action Framework (ACAF) 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 Tāruke-ā-Tāwhiri: Auckland’s Climate Plan. This change responds to feedback received on the urgency for climate action and the need for greater focus on how our climate goals will be delivered.
8. In addition, the change allows for greater detail in the plan around its implementation, including certainty over roles and responsibilities. This will sit within a specific implementation section.
9. The proposed changes meet the requirements of a climate action plan as defined by C40 Cities.

Ngā tūtohunga Recommendations
That the Whau 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 Tāruke-ā-Tāwhiri: Auckland’s Climate Action
b) reaffirm our commitment to a plan consistent with a 1.5 degree rise, an interim target of halving Auckland’s emissions by 2030, and a precautionary approach to planning for change.

Horopaki

Context

10. 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).

11. 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.

12. 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.

13. In June 2019, the Environment and Community Committee approved the consultation draft of ACAF and associated materials.

14. 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).

15. 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.

16. 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

17. 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.

18. To address this feedback a number of key structural changes are proposed.

19. 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.

20. 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.

21. Actions contained within Key Moves 1 and 9 will still be maintained and reflected in the updated document.

22. 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.

23. 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.

24. It is also proposed that the title of the document is changed from Te Tāruke-ā-Tāwhiri: Auckland’s Climate Action Framework to Te Tāruke-ā-Tāwhiri: Auckland’s Climate Plan. This change responds to feedback received on the urgency for climate action and the need for greater focus on how our climate goals will be delivered.

25. In addition, the change allows for greater detail in the plan around its implementation, including certainty over roles and responsibilities. This will sit within a specific implementation section.

26. The proposed changes meet the requirements of a climate action plan as defined by C40 Cities.
Tauākī whakaaweawē āhuarangi
Climate impact statement
27. 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
28. Regular meetings and workshops took place across the council group for development of the framework.
29. In addition, a working group was established from the outset to provide expertise from across the council group, central government and district health boards.
30. This group has continued to provide input post-consultation and has reviewed and provided input into the proposed changes.
31. 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
32. The framework will have implications for all local boards.
33. 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.
34. 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.
35. This report seeks Local Board formal views on proposed structural changes to the draft Te Tāruke-ā-Tāwhiri: Auckland’s Climate Action Framework outlined in this report. These views will be reflected in the final version.
36. 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.
37. 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
38. Climate change impacts and associated policy and action will have significant impacts for Māori communities.
39. 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.

40. 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.

41. A joint mana whenua and Māori expert task group is finalising a Tāmaki and climate change position paper, Te ora ō Tāmaki, which will be used as the bridging document to weave key anchor points into the climate action framework.

42. 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

43. 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.

44. 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.

45. 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.

46. 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.

47. 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.

48. 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.

49. The costs associated with different council-specific actions will consider funding sources as described above.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations

50. No high or extreme risks have been identified in relation to the proposed structural changes to Te Tāruke-ā-Tāwhiri detailed within this report.

51. The risk in relation to non-delivery of climate action is high as identified in council’s organisational risk register.

Ngā koringa ā-muri
Next steps

52. 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.

53. Local Boards will be invited to the April workshop.

54. 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

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<td>Engagement Summary - Local Board workshops June 2018</td>
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<td>Engagement Summary - Clusters workshops Oct 2018</td>
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<td>and Actions</td>
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</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Sarah Anderson - Principal Specialist Sustainability and Climate Resilience</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Lauren Simpson - Principal Sustainability and Resilience Advisor</td>
</tr>
<tr>
<td>Authorisers</td>
<td>Jacques Victor – General Manager Auckland Plan Strategy and Research</td>
</tr>
<tr>
<td></td>
<td>Louise Mason – General Manager Local Board Services</td>
</tr>
<tr>
<td></td>
<td>Glenn Boyd - Relationship Manager Henderson-Massey, Waitākere Ranges, Whau</td>
</tr>
</tbody>
</table>
Memorandum

3 February 2020

To: Environment and Climate Change Committee; Local Boards and IMSB

Subject: Te Tāruke-ā-Tāwhiri - Auckland’s Climate Action Framework: Consultation Summary Report

From: Sarah Anderson, ACAF Lead, Chief Sustainability Office, APSR

Contact information: sarah.j.anderson@aubklandcouncil.govt.nz

alec.tang@aubklandcouncil.govt.nz

Purpose

1. To share key findings from the public consultation on Te Tāruke-ā-Tāwhiri - Auckland’s Climate Action Framework and provide an update on next steps.

Summary


3. 2,967 responses were received, including above average responses from Māori (n=578), Pacific Peoples (n=500) and youth (n=556 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 worked through 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. 2,987 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)
   - 86% supported or partially supported the view that the key moves will drive organisational action (n=1,502)

19. Responses were received from 80 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 E: ACAF Proposed Three Pillars

Adaptation

What are we talking about?

Mitigation

What are we talking about?

Our story

What are we talking about?

EIGHT PRIORITIES

Food

Energy

Māori

Community & Coast

Economy

Transport

Wellbeing

Natural Environment
### 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>
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<tbody>
<tr>
<td><strong>Key Move 1:</strong> Lay the Foundation</td>
<td>The nine actions under Key Move 1 are embedded into the three foundational pillars of ACAF.</td>
</tr>
<tr>
<td>Nine actions to deliver this Key Move</td>
<td></td>
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<tr>
<td><strong>Key Move 2:</strong> Enhance, restore and connect our natural environments</td>
<td><strong>Priority 1: Natural Environment</strong>&lt;br&gt;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>Seven actions</td>
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<tr>
<td><strong>Key Move 3:</strong> Make development &amp; infrastructure climate compatible</td>
<td><strong>Priority 2: Built Environment</strong>&lt;br&gt;This Priority area contains key actions for a sustainable built environment. 13 actions have now been combined into 10 to address overlap. These are grouped into four main thematic areas:&lt;br&gt;  - Sustainable growth&lt;br&gt;  - Sustainable infrastructure&lt;br&gt;  - Sustainable buildings&lt;br&gt;  - Sustainable places.</td>
</tr>
<tr>
<td>Eight actions</td>
<td></td>
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<tr>
<td><strong>Key Move 4:</strong> Transforming existing buildings and places</td>
<td><strong>Priority 3: Transport</strong>&lt;br&gt;This Priority area still deals with sustainable transport but actions have been split out to eight. This reflects the priority placed on this area through the consultation feedback.&lt;br&gt;The eight action areas are still concerned with:&lt;br&gt;  - encouraging mode shifts&lt;br&gt;  - supporting a transition to low carbon vehicles&lt;br&gt;  - supporting an efficient freight system.&lt;br&gt;Additional actions focus on encouraging behaviour change and ensuring resilient transport infrastructure.</td>
</tr>
<tr>
<td>Five actions</td>
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<tr>
<td><strong>Key Move 5:</strong> Deliver clean, safe and equitable transport options</td>
<td><strong>Priority 4: Economy</strong>&lt;br&gt;There are now six actions that underpin this Priority area to address repetition. The action areas still maintain a focus on:&lt;br&gt;  - supporting businesses transition to a low carbon future with increased resilience</td>
</tr>
<tr>
<td>Five actions</td>
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<tr>
<td><strong>Key Move 6:</strong> Move to a zero carbon, climate resilient economy</td>
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<tr>
<td>Seven actions</td>
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<td>Key Moves (July 2019)</td>
<td>Updated Priority areas (Feb 2020)</td>
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</table>
| **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. |
| Four action areas to achieve this Key Move | |
| **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. |
| Four actions | |
| **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 replication. The intent of the key moves remains the same, that is:  
- the focus on retaining productive soils  
- reducing food wastage  
- supporting food security. |
| Six actions | |
Te take mō te pūrongo
Purpose of the report
1. To present the record of the workshops held in February, March and April 2020 by the Whau Local Board.

Whakarāpopototanga matua
Executive summary
2. Briefings provided at the workshops held are as follows:
   12 February 2020
   • Infrastructure and Environmental Services (I and ES) - Environment work programme and EcoMatters funding agreement
   • Parks, Sports and Recreation update
   • Auckland Transport - Transport Capital Fund presentation
   • Panuku Development Introduction and New Lynn Merchant Quarter update

   19 February 2020
   • Te Whau Pathway - update
   • Events - Partnerships Fund
   • Community Empowerment Unit and Community Waitākere
   • Community Facilities – growth funding
   • Community Facilities - Crum Park update
   • Community Facilities - Whau Leases
   • Elected member-led discussion around the upcoming Avondale Pavers decision

   4 March 2020
   • Stoddard/Te Auaunga Tributary Restoration
   • I&ES: Whau Environment Community Assistance
   • Local Board Plan informal workshop
   • 2020-2021 Whau Local Board Work Programme Workshop #3

   11 March 2020
   • New Lynn to Avondale Cycleway
   • Wolverton Culverts Replacement
   • Parks Sports Recreation - Monthly Update
   • Te Kawerau a Maki introductory workshop

   18 March 2020
   • Arts and Culture team – Introducing new team members and update on projects
   • Whau Community Grants Fund 2020-2021
   • Whau Local Board Plan Workshop #3
1 April 2020 – workshop held by Skype connection
- WaterCare update on the Central Interceptor Project
- Civic Events - Seniors' High Tea event analysis and feedback
- Engagement - working with communities
- Community Empowerment Unit regular update

8 April 2020 – workshop held by Skype connection
- Informal update / check-in on Local Board Agreement (LBA)
- Parks, Sports and Recreation: Te Kete Rukuruku project
- Auckland Transport – Update on Rata St and Ash St – Road Safety Improvements.

Ngā tūtuhanga
Recommendation
That the Whau Local Board:

a) confirm the record of the workshops held on 12 and 19 February; 4, 11 and 18 March; 1 and 8 April 2020.

Ngā tāpirihanga
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<td>Whau Local Board workshop records - 12 and 19 February 2020</td>
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<td>Whau Local Board workshop records - 4, 11 and 18 March 2020</td>
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<td>C</td>
<td>Whau Local Board workshop records - 1 and 8 April 2020</td>
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Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Rodica Chelaru - Democracy Advisor - Whau</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Glenn Boyd - Relationship Manager Henderson-Massey, Waitākere Ranges, Whau</td>
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</table>
Whau Local Board Workshop Record

Workshop record of the Whau Local Board workshop, held at 31 Totara Avenue, New Lynn, on Wednesday 12 February 2020, commencing at 9.30 am.

PRESENT
Members: Kay Thomas (Chair); Te’e’va Matafa‘i; Warren Piper; Susan Zhu (Deputy Chair)

Apology: Fasitua Amosa; Catherine Farmer; Jessica Rose

Staff: Mary Binney, Antonina Georgetti, Rodica Chelaru

Notes: Meeting opened by Chair at 9.35 am.

<table>
<thead>
<tr>
<th>Time/Workshop Item</th>
<th>Governance role</th>
<th>Summary of Discussions</th>
</tr>
</thead>
<tbody>
<tr>
<td>9.30 - 10.00 am</td>
<td>Keeping informed</td>
<td>Members gave the following updates:</td>
</tr>
<tr>
<td>Item 1</td>
<td></td>
<td>• Apologies from Member Amosa – who will not be able to attend workshops until 11 March 2020 due to Arts Festival commitments.</td>
</tr>
<tr>
<td>Welcome back, staff admin &amp; member updates</td>
<td></td>
<td>• Advised that members will be consulted on CCO review and signalled board’s intention to give feedback.</td>
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<td>• Questions about the Community Facilities restructure – further updates will be provided in due course.</td>
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<td>• Chair and staff met with Te Kawerau a Maki, opening up future relationship with the board.</td>
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<td>• Chair attended hui at Hoari Waititi Marae with Member Amosa to discuss the Marae’s strategic plans.</td>
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<td>• Members have begun meeting with business associations.</td>
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<td>• Whau Chinese New Year Festival had been cancelled to avoid causing unnecessary anxiety to public with regard to containment of the Corona Virus.</td>
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<tr>
<td>Time</td>
<td>Item 2</td>
<td>Item 3</td>
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<td>10:00 – 11:00 am</td>
<td>Local initiative / preparing for specific decisions: Nick Fitzherbert, Robbie Sutherland, Damon Birchfield, CEO of EcoMatters (present for the second half of the workshop)</td>
<td>Local initiative / preparing for specific decisions: Sunny Karan, Activation Advisor (with the Parks, Sport and Recreation Activation team)</td>
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<td></td>
<td>Staff gave a background to and overview of EcoMatters's operations to inform members in advance of reviewing three-year funding partnership agreement which is due to expire this financial year. Members indicated the board's interest in investigating the potential of growing eco-social Enterprise in the area in future and asked if EcoMatters have any long-term plans in this area. This is an area that the board would be interested in investing in future years if a suitable proposal could be developed. Damon Birchfield joined the workshop and discussed issues around strategic direction and funding. It was staff noted that the Industrial Pollution Prevention Programme in Rosebank (part of the current work programme) has reached capacity and is looking to shift to smaller businesses (e.g. hospitality) in other parts of the Rosebank and Avondale areas. The board indicated general support of this proposal to be considered through the work programme process.</td>
<td>The Out and About proposal was raised during work programme discussions end of 2019 and members sought more information. Staff provided a background to the Out and About Programme and options for how this might be implemented in the Whau, noting that the level of investment would determine what could be delivered. Also was noted the board currently allocates</td>
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<tr>
<td>Time</td>
<td>Item</td>
<td>Description</td>
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<tr>
<td>12.40 - 1.30 pm</td>
<td>Item 4</td>
<td>Auckland Transport (AT) – Local Board Transport Capital Fund (LBTCF) Setting direction / priorities / budget. Owena Schuster, Elected Member Relationship Manager; Mary Binney, Senior Advisor, Whau.</td>
</tr>
<tr>
<td></td>
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<td>The Local Board Capital Transport Fund (LBTCF) is allocated to each local board and the board identifies projects that then need to be assessed by AT for feasibility. This workshop is the first step in a process for investigating, allocating, implementing, and monitoring LBTCF projects. Staff and members discussed an informal long-list of the various potential transport capital initiatives that have been brought before the board by members, staff and the public as potential candidates for local board funding. A list of six initiatives for further investigation in the first instance were identified to be brought to a meeting for resolution. There are a number of additional initiatives that will not be progressed at this stage but which could be re-visited at a future stage.</td>
</tr>
<tr>
<td>1.30 - 3.05 pm</td>
<td>Item 5</td>
<td>Panuku Development Introduction and New Lynn Merchant Quarter update [include site walkover] Engagement. Lisa Gooding, Senior Engagement Advisor; Adam Sadgrove, Development Manager; John Carter, Priority Location Director.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Staff gave an overview of Panuku's vision, purpose, role and specific local activities. Particular updates were given on the Unlock Avondale Programme and the New Lynn Merchant Quarter.</td>
</tr>
<tr>
<td>3.05 pm</td>
<td></td>
<td>Workshop concluded</td>
</tr>
</tbody>
</table>

Next workshop: 19 February 2020 at 9.30am
Whau Local Board Workshop Record

Workshop record of the Whau Local Board held at 31 Totara Avenue, New Lynn on Wednesday 19 February 2020, commencing at 9.30 am.

PRESENT
Members: Kay Thomas (Chair); Fasitua Amosa (until 11.30am); Catherine Farmer; Warren Piper; Jessica Rose; Susan Zhu (Deputy Chair)

Apologies: Te'eva Matafa, Fasitua Amosa for early departure

Staff: Mary Binney, Antonina Georgetti, Rodica Chelaru, Glenn Boyd

Notes: Meeting opened by Chair at 9:30 am.

<table>
<thead>
<tr>
<th>Workshop Item</th>
<th>Governance role</th>
<th>Summary of Discussions</th>
</tr>
</thead>
<tbody>
<tr>
<td>9.30 - 10.00 am</td>
<td>Keeping informed</td>
<td></td>
</tr>
</tbody>
</table>
| Item 1. Staff admin and member updates | All | - Members discussed high public interest in sale of the properties in Canal Road, Avondale.
- Members discussed Citizenship Ceremonies noting the significance of these events for new New Zealanders and agreed informally that they would all make an effort to attend as available.
- The Local Board Engagement Advisor updated members on engagement undertaken to date and upcoming opportunities to get involved.
- The Local Board Relationship Manager advised of ongoing operational work to progress the local board’s One Local Initiative – development of swimming pool facility in the Whau, in particular around site identification. |
<table>
<thead>
<tr>
<th>Time</th>
<th>Session</th>
<th>Details</th>
</tr>
</thead>
</table>
| 10:00am - 10:45am | Item 2. Te Whau Pathway                      | Oversight and monitoring  
Gill Thurlow, Parks Sports and Rec Project Lead;  
Pippa Sommerville, Parks Sports and Rec Advisor,  
Auckland Council  
This workshop was to provide an introduction and background for the new local board members, in particular, to the Te Whau Coastal Walkway and Environment Trust (known as the Te Whau Pathway).  
Chair Tony Miguel and Trustee Gilbert Bradley were in attendance.  
Pathway influences recreation and commuting cyclists; pedestrians as well as environmental factors.  
Discussion included an update on the current physical works programme and noted some proposed activities for the next financial year.  
Noted that Members Amosa and Rose had been appointed leads on the project. |
| 10:45 - 11:30 am | Item 3. Events overview                      | Keeping informed  
Mike Banks  
Daisy Kim  
Mike Banks introduced Daisy Kim and explained the roles and regulations surrounding the team’s function of permitting or enabling events in public spaces – parks, town squares, etc.  
The local board’s Partnership events are overseen by Mike Banks.  
After development of a work programme for the new financial year, the team will be coming back to have a full discussion on the intent and purposes, and the model of delivering events within a partnership arrangement. |
| 11:30 - 12:15 pm | Item 4. Community Wait kere                  | Keeping informed  
CEU Unit:  
Pepe Sapolu Reweti  
Lisa Diggins  
Rosetta Fuimaono  
Community Empowerment Unit staff introduced Community Wait kere staff to the local board to deliver their 2018-2019 report, along with background information about the organisation and possible future directions.  
Community Wait kere representatives in attendance were: Mark Allen, Community , Charlie Moore, Trustee, Shalea Wandes-Hannay, Community Developer, Lea Tildsley, Community Developer |
| 12:45pm-1.15pm   | Item 5. Community Facilities/Growth Fund     | Engagement  
Jonathan Hope – Work Programme Lead (Growth, Coastal and Slips)  
Kathryn Martin – Manager Work Programmes  
This workshop provided an explanation of how council invests to meet the needs of growth and support future decision making for work programmes.  
Intense growth is predicted across Auckland leading up to 2028. Whau is projected to gain 4% of total predicted growth in 2020 – 2023.  
Planning for the future: staff will continue to work with board to identify rationale and prioritise projects. |
<table>
<thead>
<tr>
<th>1.15 - 1.55 pm</th>
<th>Item 6. Community Facilities Update</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Item 22</strong></td>
<td><em>6A Crum Park Upgrade</em></td>
</tr>
<tr>
<td></td>
<td>Local initiative / preparing for specific decision</td>
</tr>
<tr>
<td></td>
<td>Helen Biffin, CF Work Programme Lead</td>
</tr>
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<td></td>
<td>Esther Hjelmstrom Landscape Architect</td>
</tr>
<tr>
<td></td>
<td>Gill Thurlow Te Whau Pathway Project Lead</td>
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<td>Crum Park Development Plan:</td>
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<td>Staff are seeking board feedback to be able to move to detailed design and implementation stage. They provided an overview of community consultation findings and shared concept plans, noting that $140,000 of LDI Capex has already been approved, and presented two options.</td>
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<tr>
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<td>The local board indicated support for a preferred option with further considerations:</td>
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<tr>
<td></td>
<td><em>incorporate a social/built shade picnic area</em></td>
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<td><em>investigate possibility of enlivening the existing nodes in footpath</em></td>
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<td>Staff will reconfigure concept and bring back to board for approval.</td>
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<td>An update was given on development of the work programme for 2020/2021 coming to next workshop.</td>
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<table>
<thead>
<tr>
<th>8B NZTA SH 16/20 Whau Restoration Mitigation Funds</th>
<th>Proposed distribution of funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Helen Biffin</td>
<td>An outline was given about the SH16/20 General Restoration budget of which $1,173,999 is dedicated for the Whau Local Board.</td>
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<td>To date the local board has approved allocation of budget to a range of projects. Staff outlined need to allocate final fund balance.</td>
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<td>Two options were discussed and initial direction given with a report will be brought to the local board to resolve.</td>
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| 6B (i) Brains Park & Archibald Park Concept Plan – includes basketball location discussion | Discussion around Brains Park vs Archibald Park basketball courts placement. Delivery in Archibald likely to be more expensive than Brains Park due to need for contamination investigations. |
| Helen Biffin                                       | The board indicated support the development of new basketball facility in Archibald Park and request update to current work programme to reflect this direction. |

| 6B (ii) Waka Ama Project discussion | Staff outlined the current Archibald Waka Ama Project. The local board expressed concern at the projected escalating costs for full delivery this project, and also sought further information around how the facility will be managed. |
| Helen Biffin                          | Any decision will be reflected in the board’s resolution in the upcoming March local board meeting. |
- 6B (iii) Sandy Lane Reserve discussion
  Helen Biffin
  Gill Thurlow

Staff gave an overview of Sandy Lane walking connection, using a map of pathway and identified where the connections will lead, noting enhancement, focus on river and immediate neighbourhood support.

| 1.55 - 2.10 | Oversight and monitoring |
| 1.55 - 2.10 | An update was provided on current leasing arrangements in the Whau area; outline current delegated authority for staff to roll over straightforward leases. Staff: |
| 1.55 - 2.10 | • Provided summary of the Community Occupancy Guidelines |
| 1.55 - 2.10 | • Sought direction on reclassify 8 Ambrico Place, New Lynn, as a Historic Reserve and renewal of Portage Ceramic Trust’s lease of 8 Ambrico Place |
| 1.55 - 2.10 | • Noted that Plunket will be moving out of the New Lynn Community Centre while being refurbished. The lease will not be renewed but Trust will be accommodated through alternative arrangements |
| 1.55 - 2.10 | • Annual reports on community outcomes provided for following leases: NZ Playcentre – Patts Avenue; Suburbs Rugby Football Club – Portage Road; Blockhouse Bay Bowls – Terry Street; Pacific Events and Entertainment – Rosebank Road. |
| 1.55 - 2.10 | The February board meeting will reflect leasing directions. |

| 2.10 - 3:10 | Local initiative / preparing for specific decisions |
| 2.10 - 3:10 | The Local Board Chair led a discussion to prepare for upcoming (deferred) decision around the Avondale Town Centre Footpath Replacement to address any remaining questions and ensure members understand the process. |

Workshop closed 3.10 pm

Next Whau Local Board Workshop: 4 March 2020
## Whau Local Board Workshop Record

Workshop record of the Whau Local Board held at 31 Totara Avenue, New Lynn on Wednesday 4 March 2020, commencing at 9.30 am.

**PRESENT**

Members: Kay Thomas (Chair); Catherine Farmer; Warren Piper; Jessica Rose; Susan Zhu (Deputy Chair)

Apology: Fasitua Amosa, Te’eva Matafa

Staff: Mary Binney, Antonina Georgetti, Rodica Chelaru

Notes: Meeting opened by Chair at 9:30 am.

<table>
<thead>
<tr>
<th>Time Workshop Item</th>
<th>Governance role</th>
<th>Summary of Discussions</th>
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</thead>
<tbody>
<tr>
<td>9.30 – 10.00 am</td>
<td>Keeping informed</td>
<td>Chair led members on general discussion:</td>
</tr>
<tr>
<td>Item 1. Staff admin</td>
<td>All</td>
<td>• Invitation to Kayak trip on Whau River</td>
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<td>and member update</td>
<td></td>
<td>• Waka ama – members to discuss further</td>
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<td></td>
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<td>• Blockhouse Bay Library celebrated 25 Year anniversary</td>
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<td>• Community looking for increased activation of the Three Guys site in Avondale</td>
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<td>• CAB – Chair is current volunteer and declared conflict of interest regarding current review to deliver enhanced regional model across Auckland. Other members were encouraged to participate</td>
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<td>• Senior Advisor provided an outline of today’s workshop programme, in particular the Work Programme workshop in the afternoon.</td>
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<tr>
<td>Time</td>
<td>Item</td>
<td>Agenda Item</td>
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</tbody>
</table>
| 10:00 – 10.20 am| Item 22. Stoddard/Te Auanga Tributary Restoration | Setting direction / priorities / budget  
Nick Fitzherbert, I&ES Advisor  
Tom Mansel, Sustainable Outcomes Programme Manager  
James Hook, Principal Planner Director: Envivo  
Amy Donovan, Project Manager Healthy Waters | Stoddard/Te Auanga Tributary Restoration is an environmental restoration/enhancement project proposed for council owned land on edge of Whau boundary at Stoddard Road.  
Healthy Waters' plan to enhance awa and bank has been a lower priority in past. Now an opportunity arisen to partner with external organisation Envivo, who are developing residential housing in vicinity.  
Local Board feedback:  
- Satisfied with the consultation being undertaken by Healthy Waters.  
- Do not need to be involved in concept design process.  
- Will welcome Healthy Waters back to workshop detailed design in due course. |
| 10.30 – 11.05 am| Item 3. I&ES: Whau Environment Community Assistance | Keeping informed  
Nick Fitzherbert, I&ES Advisor  
Chris Ferkins, Conservation Advisor  
Gabi Ezeta, Healthy Waters Specialist | Chris Ferkins gave the board an overview of the intent and delivery of the Whau Wildlink Network in the area.  
An invitation has been issued by the network to members to participate in kayaking trip on the Whau River this month to bring attention to Whau River environment.  
Local Board feedback:  
- Staff requested to look into linking Whau Facebook to opportunities Wildlink to address environmental challenges encountered by individuals (for example how to access a rat trap). |
| 11.05 am – 12.00 noon | Item 4. Local Board Plan informal workshop | Keeping informed  
Mary Binney, Senior Advisor, Whau | Mary Binney gave board a quick re-cap on the Local Board Plan currently being drafted and sought members' feedback on Outcome areas, and the opportunities and challenges related to each Outcome. |
<p>| 12:00pm-12.30pm | lunch break            |                                                                                                       |                                                                                                                                                                                                       |</p>
<table>
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<tr>
<th>Time</th>
<th>Activity</th>
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<tbody>
<tr>
<td>12.30pm – 3.45pm</td>
<td><strong>Item 5. 2020-2021 Whau Local Board Work Programme Workshop #3</strong></td>
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<tr>
<td></td>
<td><strong>Setting direction / priorities / budget</strong></td>
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<td></td>
<td><strong>Whau Local Board Integrated Work Programme team</strong></td>
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<td></td>
<td>Members, with staff assistance reviewed the proposed work programmes (including proposed budget allocations for the 2020/2021 financial year). The Whau Local Board’s LDI Opex is currently oversubscribed, and the local board gave feedback on where cuts could be made to the proposed allocations. Further advice was requested in a number of areas, and more cuts will be required to the proposed work programmes prior to adoption, noting that updated work programmes will be presented incorporating local board feedback on 20 May.</td>
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<tr>
<td>Workshop closed 3.45 pm</td>
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Next meeting: Wednesday 11 March 2020, 9.30am.
Whau Local Board Workshop Record

Workshop record of the Whau Local Board held at 31 Totara Avenue, New Lynn on Wednesday 11 March 2020, commencing at 10.00 am.

PRESENT
Members: Kay Thomas (Chair); Fasitua Amosa; Catherine Farmer; Te’eva Matafai; Warren Piper; Jessica Rose (arrived 9.43 am)
Apologies: Susan Zhu (Deputy Chair)
Staff: Mary Binney, Rodica Chelaru; Antonina Georgetti

Notes: Meeting opened by Chair at 10.00am.

<table>
<thead>
<tr>
<th>Time</th>
<th>Workshop item</th>
<th>Governance role</th>
<th>Summary of discussion</th>
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<tbody>
<tr>
<td>10.00 - 11.05 am</td>
<td>Item 1. Extended staff admin and member updates</td>
<td>Information</td>
<td>Members shared information gathered from meetings attended during week and discussed a number of topics of particular relevance, including:</td>
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<td>dissemination</td>
<td>• Working with the Waitemata DHB around need for more investment in facilities;</td>
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<td>• Deputy Mayor address to the New Lynn Business Association;</td>
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<td>• Aircraft Noise Group – Member Piper has taken over as representative;</td>
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<td>• Members Amosa and Rose met with Te Whau Pathway Trustees for an informal discussion around future opportunities;</td>
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<td>• Several members attended a recent Avondale community meeting regarding future town centre development with Panuku in attendance;</td>
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</table>
• Some members also attended the Blockhouse Bay Community Centre Connections meeting;
• Chair Thomas shared Auckland Council latest messaging on Covid-19;
• Local Board Chairs’ Forum discussed the current CCO review which will be reported to local boards’ next meetings;
• Te Kete Rukuruku;
• Joint Governance Working Party;
• LGNZ Conference in July, noting in particular that Waitemata Local Board Chair Richard Northey is the only only local board member with voting rights
• Following on from work programme development conversation last week, Chair restated some of the pressure points of budget allocations. As a result the board gave some further informal direction on where some further changes could be considered to proposed allocations.

The PA/Liaison brought to members attention upcoming events:

• High Tea event 12 March – noted numbers affected by Covid-19
• Kura Kawana Obligations to M
<table>
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<tr>
<th>Time</th>
<th>Session Details</th>
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<tr>
<td>11.25 - 12.00</td>
<td><strong>Item 3. Wolverton Culverts Replacement</strong></td>
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<tr>
<td></td>
<td><strong>Owena Schuster,</strong> Elected Member Relationship Manager - Auckland Transport</td>
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<td><strong>Kane Hopkins,</strong> Communications Advisor - Auckland Transport</td>
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<td><strong>Catherine Hemi,</strong> Project Manager</td>
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<td><strong>George Woolford,</strong> Landscape Architect - Beca</td>
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<td><strong>Richard Noble,</strong> Civil Engineer - Beca</td>
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<td><strong>Tony Sage,</strong> Senior Project Manager - Brian Perry Civil</td>
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<td><strong>Update of status</strong></td>
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<td>AT staff and contractors, including the Project Manager, provided a full update on the project. The key components were:</td>
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<td><strong>Project preparation:</strong></td>
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<td>• Continued communication with private properties along immediate vicinity</td>
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<td>• Ecological specialist engaged for restoration planting on stream beds</td>
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<td>• The holding of a private blessing/karakia ceremony with the involvement of mana whenua.</td>
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<td><strong>Delivery:</strong></td>
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<td>• Initial work has started on Wolverton Avenue</td>
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<td>• Full works commence in early May and are expected to take up to 24 months</td>
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<td>• There will be a period at the beginning of the lane closure process that will be significantly disruptive. Lanes in and out of New Lynn will be adjusted to accommodate the heaviest peak flows</td>
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<td>• Communications are ongoing with occupants of the immediate area. After Easter communication will commence in newspaper, community papers, radio and social media.</td>
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<td>A viewing platform for the Wolverton Culvert project is proposed:</td>
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<td>• Discussed with Mana Whenua and an artist has been engaged to work on design</td>
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<td>• Concept drawings were shared with board members, who gave positive feedback about these, the engagement approach and asking questions about timing of advertisements in local papers.</td>
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<td>12.00pm - 12.30 pm</td>
<td><strong>Lunch break</strong></td>
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<td>12.30-12.50 pm</td>
<td>12.50 – 1.15pm short break</td>
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<tr>
<td><strong>Item 4. Parks Sports Recreation - Monthly Update</strong></td>
<td><strong>This financial year’s Parks Services work programme allocated extra funding to refreshing the Whau Neighbourhood Greenways Plan (2015). This is anticipated to result in the generation of a “Whau Local Paths Plan” to inform future work programme.</strong></td>
</tr>
</tbody>
</table>
| *Pippa Sommerville, Portfolio Manager – Parks, Sport and Recreation* | The local board suggested some key groups in Whau that project team should engage with.  
The Parks Accessibility was discussed briefly. Part of the project involves investigation of physical access to selected parks and address any issues identified. |
| *Netty Richards, Parks Specialist – Parks, Sport and Recreation* |  |

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<tr>
<th>1.15 - 2.15 pm</th>
<th><strong>1.15 - 2.15 pm</strong></th>
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<tr>
<td><strong>Item 5. Te Kawerau a Maki introductory workshop</strong></td>
<td><strong>This workshop was arranged to start building authentic relationship between Te Kawerau a Maki and the Whau Local Board. Robin shared Te Kawerau a Maki’s guiding values and gave a presentation on the iwi’s history.</strong></td>
</tr>
</tbody>
</table>
| *Robin Taua-Gordon* | A number of topics were informally discussed:  
- The local board’s role to be a communicator for local people  
- Te Kawerau not the only iwi with interest in the Whau area and the local board will need to have multiple relationships  
- Reinforcing that Hoani Waititi is an urban (or mataawaia) marae which is not affiliated with an specific mana whenua entity  
- Members expressed interest in a future conversation on how Te Whau Pathway might be enriched with Te Kawerau a Maki cultural references  
- Robin noted some other project she has been involved with, including the Avondale Multipurpose Facility  
- Members encouraged to ask Project Managers in the Whau: “Has Te Kawerau a Maki been involved?” |
| Te Kawerau a Maki Board |  |

**Meeting closed 2.25 pm**  
**Members general discussion before closing at 2.25 pm.**

Next Meeting: 18 March 2020, 9.30am
Whau Local Board Workshop Record

Workshop record of the Whau Local Board held at 31 Totara Avenue, New Lynn on Wednesday 18 March 2020, commencing at 9.30 am.

**PRESENT**

**Members:** Kay Thomas (Chair); Fasitua Amosa; Catherine Farmer; Te’e’va Matafai (until the lunch break); Warren Piper; Jessica Rose (arrived 9.43am, absent for the first part of Item 4)

**Apologies:** Susan Zhu (Deputy Chair), Te’e’va Matafai for early departure

**Staff:** Mary Binney, Rodica Chelaru; Antonina Georgetti

Notes: Meeting opened by Chair at 9.30 am.

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<thead>
<tr>
<th>Time</th>
<th>Workshop Item</th>
<th>Governance role</th>
<th>Summary of discussion</th>
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</table>
| 9.30-10.00am | Item 1 Staff admin and member updates | Keeping informed All participants | Chair led the members on general discussion including the following topics:  
- Cancellation of events due to Covid-19, including the Pasifika Festival  
- Whau Seniors High Tea – Members who were present at the event acknowledged its success  
- Nathan Alleyne, Local Board Communications Advisor, is seeking content for media story  
- Local Board Members’ Forum – discussion around climate change and how this might be incorporated into Local Board Plans  
- Totara Avenue historical mural to be painted in alley next to the Whau office. Privately funded by property owner.  
Staff also raised the following matters for member feedback:  
- Mobile Pump Track – members asked staff to thank the Henderson-Massey Local Board for its proposal around the joint acquisition of a mobile pump track. The offer is declined as staff are currently investigating sites for a permanent installation in Whau.  
- Out and About Programme proposal for the Whau’s Parks, Sports and Recreation work programme in 2020/21: due to |
| 10.00-11.00am | Keeping informed
Define opportunities / potential approach
Marieke Numan, Arts & Culture Advisor
Melissa Laing, Whau Arts Broker
Rosemary Deane, Te Toi Uku Director |
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<tr>
<td><strong>Item 2</strong></td>
<td>Whau Community Arts Broker and Te Toi Uku newly appointed Curator, Rosemary Deane, were introduced to the local board. Whau Community Arts Broker presented to the local board explaining the role of the broker, the activities delivered in the year, and the strategy in place to broker arts activity by and for the people of the Whau.</td>
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<tr>
<td><strong>Arts and Culture Introducing new staff and update</strong></td>
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</table>
| Rosemary Deane delivered a presentation to the local board outlining the intent and strategy in place. Marieke Numan updated the local board:
  - Reports will be coming to the local board before the end of financial year for both areas of work
  - Asked for the local board to consider supporting an Arts Out West website to promote Arts activations specifically in West Auckland. |
| **Local Board feedback:** |
| • Members thanked Marieke for introductions and updates on both programmes
  - Following questions by members, local board staff advised the Arts and Culture staff and/or Te Toi Uku Curator to contact the appropriate staff within Council for an update on the underground stormwater diversion from Crown Lynn development to the Manawa Wetlands, as this may affect Te Toi Uku
  - While supporting in principle the concept of Arts Out West, the local board will await further information on the proposal before reaching any decision. |
11.00 -11.30 am  
**Item 3**  
**Whau Community Grants Fund 2020/21**

*Erin Shin, Grants Advisor*

- Erin Shin presented figures and statistics for the 2019/20 period of community grants allocations in the Whau.
  - Staff are satisfied that the grants programme is hitting the local board’s desired outcomes
  - The inclusion of the multi-board funding option in 2019 has proven successful
  - Local Board championed Waste Minimisation and Smoke Free activations, and will aim for Climate Change outcomes in the coming year.

**Local Board feedback:**

- The Chair thanked Erin for the quality of information provided to the local board as pre-reading and confirmed:
  - Support for recommended dates for the 2020/21 grants rounds
  - Support for the Outcomes and Priorities as presented.
- The local board asked that the ceiling for Whau Local Grants rounds be lifted from $5,000 to $8,000 for the coming year.

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<thead>
<tr>
<th>11.30 - 12.30pm</th>
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<tr>
<td><strong>Lunch break</strong></td>
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<tr>
<th>12.30pm - 2.04pm</th>
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</table>
| **Item 4**  
**Whau Local Board Plan Workshop #3**

Setting direction/priorities/budget  
*Mary Binney, Senior Advisor – Whau*

Note: Member Rose rejoined the workshop at 12.56 pm

The purpose of this workshop was to seek substantive member input into Draft Outcomes (previously workshopped), Objectives (drafted by staff for feedback) and potential Initiatives (not yet drafted). Members participated in an interactive exercise to capture their feedback.

Senior Advisor will invite Members Zhu and Matafai to also have input into the process in the coming week.

Members were given a brief update on the state of consultation – most engagement, particularly in the Whau, went ahead as scheduled but some has been delayed due to Covid-19. Review feedback received so far from Phase 1 engagement, staff to present proposed outcomes and objectives.

A full draft document will be brought to a workshop in April.
| Workshop | closed at 2.04pm |

Next Meeting: 1 April 2020, 9.30am
Whau Local Board Workshop Records

Date of Workshop: Wednesday 1 April 2020
Time: 9.30am
Location: SKYPE

Present online: Kay Thomas (Chair), Fasitua Amosa, Catherine Farmer, Warren Piper; Jessica Rose; Susan Zhu (Deputy Chair)
Staff online: Glenn Boyd (Relationship Manager); Mary Binney (Senior Local Board Advisor); Antonina Georgetti (Local Board Advisor); Rodica Chelaru (Democracy Advisor); Michelle Hutchinson (PA/Liaison); Shreya Rao (Engagement Advisor); Pepe Sapolu Reweti (Strategic Broker)

Apologies: Te‘eva Matafai, Susan Zhu from 10.30am to 10.40am

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<thead>
<tr>
<th>Indicative Time</th>
<th>Workshop Item</th>
<th>Notes</th>
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</table>
| 9.30 - 10.00 am | Item 1. Staff admin and member updates Keeping informed                        | • The Relationship Manager outlined the proposed workshop format and process noting that this is the first Skype-enabled workshop for the Whau Local Board.  
• Members to consider whether to retain the scheduled recess for later in April, or whether to make 15 and 22 April for workshops and provide views to the Senior Advisor.  
• Staff will support members to set up weekly online catchup on Monday afternoons. Members’ agenda will determine extent of staff presence needed at meetings.  
• Members provided an update on what they have been doing during the lockdown, including Chair Thomas increasing Citizens Advice Bureau work (online) and Member Zhu providing pro bono legal advice. |
| 10.00 am       | Item 2. WaterCare update on the Central Interceptor Project Keeping informed    | Reading material and video link were circulated in advance.  
It was noted in particular that all projected dates on the Central Interceptor Project will change due to the lockdown. Wide ranging community engagement programme had commenced, but is currently stalled and timelines will need to be revised.  
Next Step:  
Staff will be coming back to board prior to commencement of construction and then again at later date to seek board feedback into proposed reinstatement.  
Water Shortage:  
Brent Evans answered members’ questions and discussed strategies being put in place to address future water shortages throughout region, noting that an email had just previously been sent to all elected members on this topic.  
Staff will consider scheduling a future update workshop. |
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<th>Time</th>
<th>Item</th>
<th>Description</th>
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<tbody>
<tr>
<td>10.35 am</td>
<td>Item 3. Civic Events re Seniors’ High Tea</td>
<td>Debrief on the 2020 event was circulated in advance. Civic Events staff discussed the original intended purpose of the event with members then answered made comments and answered questions about the 2020 event, including over-catering, the impact of the emerging Covid-19 situation, and the amount of resourcing involved in the current delivery model. It was generally agreed that the current $12k budget is excessive for a single event. It was noted that previous requests to consider holding two events had been declined by Civic Events staff. However, staff noted that this will now be considered, along with the option of partnering with one or more community or private sector organisations to deliver events going forward. <strong>Next Step:</strong> Civic Events to work with the local board’s Engagement Advisor and Strategic Broker to develop options to bring back to the board.</td>
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<td>11.00 am</td>
<td>Item 4. Engagement/working with Communities</td>
<td>A memo and full analysis of Phase One Engagement were circulated in advance. Engagement Advisor has been working on the Local Board Plan Phase One Engagement, alongside the Annual Budget / Local Board Agreement formal consultation. She has also been working to develop a new engagement strategy for the local board and use the Phase One Engagement to inform engagement going forward. This engagement feedback has informed the development of the draft Local Board Plan but will need to be considered further going into the Special Consultative Procedure in June/July.</td>
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<td>11.10 am</td>
<td>Item 5. CEU regular update</td>
<td>The Strategic Broker gave a general update on the full Community Empowerment Unit work programme and gave members the opportunity to ask questions on any aspects of this. <strong>Next Steps:</strong> Staff will schedule two workshops per year with the full CEU operational team, and will work with members to determine the best way for the Strategic Broker to provide regular and meaningful updates to the local board.</td>
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<tr>
<td>11.55 am</td>
<td>Meeting closed</td>
<td>A quick debrief was held to assist with planning for the next workshop.</td>
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**Next workshop:** 8 April 2020, 9.30am via Skype
## Whau Local Board Workshop Record

**Date of Workshop:** Wednesday 8 April 2020  
**Time:** 9:30am  
**Location:** SKYPE

**Present online:** Kay Thomas (Chair), Fasitua Amosa, Catherine Farmer, Warren Piper; Jessica Rose; Susan Zhu (Deputy Chair)  
**Staff online:** Glenn Boyd (Relationship Manager); Mary Binney (Senior Local Board Advisor); Rodica Chelaru (Democracy Advisor); Michelle Hutchinson (PA/Liaison); Shreya Rao (Engagement Advisor)

**Apologies:** Te‘eva Matafai

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<tr>
<th>Indicative Time</th>
<th>Workshop Item</th>
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<tbody>
<tr>
<td>9:30 – 10:00am</td>
<td><strong>Item 1</strong> Staff admin and member updates Keeping informed</td>
<td>The Chair confirmed that she has signed a joint letter with the chairs of the Wait</td>
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</table>
### Item 3.
**Parks Sports and Recreation: Te Kete Rukuruku**

*Pipita Sommerville – PSR Portfolio Manager*

*Julie Roulston - Te Kete Rukuruku Community Outreach Lead*

*Anahera Higgins - Te Kete Rukuruku Programme Manager*

Oversight and monitoring

Reading material was circulated in advance.

Te Kete Rukuruku (TKR) programme aims to collect and tell the programme is a partnership between Auckland Council and all region.

In the Whau area Crum Park has been identified as a good candidate to start the rollout of bilingual signage.

**Next steps of installing bilingual signage in Crum Park:**
- Draft signage will be approved by the local board prior to installation
- A formal report is expected prior to the end of the financial year.

### Item 4.
**Auckland Transport – Update on Rata St and Ash St – Road Safety Improvements**

*Owen Schuster – Elected Member Relationship Manager (AT)*

*Patrick Chan – Senior Transportation Engineer (AT)*

*Sophia Lee La Selle – Project Manager (AT)*

Engagement

Reading material has been circulated in advance.

The purpose of the workshop was to obtain local board feedback on the proposal to implement safety improvements on the Rata Street / Ash Street corridor, which has been identified as high risk. The proposed improvements support the Vision Zero approach and aim to reduce deaths and serious injuries.

A range of specific treatments were proposed, most of which were broadly supported by board members, though mixed views were expressed on the issues of narrowing the road corridor and whether to use hard or soft raised tables.

Members emphasised the importance of engagement with business associations, in particular the Rosebank Business Association.

**Next steps:**

The AT Elected Member Relationship manager will organise engagement with the Rosebank Business Association and other key stakeholders

AT staff will bring back the design for local board feedback prior to consultation.

Staff will also develop a timeline for the project and will provide this to members.

### 11:07am

**Meeting closed**

**Next workshop:** 29 April 2020, 9.30am via Skype, noting that 22 April is also available for a workshop should anything urgent arise.
Te take mō te pūrongo
Purpose of the report
1. To present the updated governance forward work calendar.

Whakarāpopototanga matua
Executive summary
2. The governance forward work calendar for the Whau Local Board is in Attachment A. The calendar is updated monthly, reported to business meetings and distributed to council staff.
3. The governance forward work calendars are part of Auckland Council’s quality advice programme and aim to support local boards’ governance role by:
   • ensuring advice on meeting agendas is driven by local board priorities
   • clarifying what advice is expected and when
   • clarifying the rationale for reports.
4. The calendar also aims to provide guidance for staff supporting local boards and greater transparency for the public.

Ngā tūtohunga
Recommendation
That the Whau Local Board:
   a) receive the governance forward work calendar for May 2020.

Ngā tāpirihanga
Attachments

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<th>No.</th>
<th>Title</th>
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<tbody>
<tr>
<td>A1</td>
<td>Governance Work Forward Calendar - May 2020</td>
<td>231</td>
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Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Rodica Chelaru - Democracy Advisor - Whau</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Glenn Boyd - Relationship Manager Henderson-Massey, Waitākere Ranges, Whau</td>
</tr>
<tr>
<td>Month (2020)</td>
<td>Topic</td>
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<tr>
<td>April / May</td>
<td>Changes to local board meetings as a result of COVID19 legislation and options for public input and advocacy</td>
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<tr>
<td>May</td>
<td>Review of Local Board Plans and SCP content</td>
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<tr>
<td>June</td>
<td>Adopt draft Local Board Plans and SCP content</td>
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<tr>
<td>June</td>
<td>Annual planning (LBA) adopt local board agreements and fees and charges schedule</td>
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<tr>
<td>July</td>
<td>Auckland Waters Strategy</td>
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<td>TBC</td>
<td>Signage Bylaw 2015</td>
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<tr>
<td>TBC</td>
<td>Water supply and wastewater bylaw review</td>
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