

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

**Date:** Tuesday, 21 July 2020  
**Time:** 12.30pm  
**Meeting Room:** Woodside Room, Level 1, Manukau Civic Building,  
**Venue:** 31-33 Manukau Station Road, Manukau  
Either a recording or written summary will be published to the Auckland Council website

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## Ōtara-Papatoetoe Local Board

### OPEN AGENDA

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#### MEMBERSHIP

<b>Chairperson</b>	Lotu Fuli
<b>Deputy Chairperson</b>	Dr Ashraf Choudhary, QSO, JP
<b>Members</b>	Apulu Reece Autagavaia Dr Ofa Dewes Swanie Nelson Ross Robertson, QSO, JP Dawn Trenberth

(Quorum 4 members)

**Carol McGarry**  
**Democracy Advisor Ōtara-Papatoetoe**

**16 July 2020**

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**1 Welcome**

**2 Apologies**

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

**3 Declaration of Interest**

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

**4 Confirmation of Minutes**

That the Ōtara-Papatoetoe Local Board:

- a) confirm the ordinary minutes of its meeting, held on Tuesday, 7 July 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 Ōtara-Papatoetoe Local Board. This means that details relating to deputations can be included in the published agenda. Total speaking time per deputation is ten minutes or as resolved by the meeting.

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

**9 Public Forum**

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

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

**10 Extraordinary Business**

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

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

- (a) The local authority by resolution so decides; and
- (b) The presiding member explains at the meeting, at a time when it is open to the public,-
  - (i) The reason why the item is not on the agenda; and
  - (ii) The reason why the discussion of the item cannot be delayed until a subsequent meeting.”

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

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

- (a) That item may be discussed at that meeting if-
  - (i) That item is a minor matter relating to the general business of the local authority; and
  - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
- (b) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.”

## Governing Body Member Update

File No.: CP2020/09622

Item 11

### Te take mō te pūrongo / Purpose of the report

1. A period of time (10 minutes) has been set aside for the Manukau Ward Councillors to have an opportunity to update the Ōtara-Papatoetoe Local Board on regional matters.

### Ngā tūtohunga / Recommendation/s

That the Ōtara-Papatoetoe Local Board:

- a) receive the verbal reports from the Manukau Ward Councillors.

### Ngā tāpirihanga / Attachments

There are no attachments for this report.

### Ngā kaihaina / Signatories

Author	Carol McGarry - Democracy Advisor Ōtara-Papatoetoe





## Adoption of the Ōtara-Papatoetoe Local Board Agreement 2020/2021

File No.: CP2020/09249

### Te take mō te pūrongo

#### Purpose of the report

1. To adopt a Local Board Agreement 2020/2021 and a local fees and charges schedule for 2020/2021.

### Whakarāpopototanga matua

#### Executive summary

2. Each financial year, Auckland Council must have a local board agreement between the Governing Body and the local board, for each local board area.
3. From 20 February to 21 March 2020, the council consulted on the Annual Budget 2020/2021 (annual plan) including local board priorities (consultation part 1). Local boards considered this feedback between 4 to 8 May 2020.
4. From 29 May to 19 June 2020, the council carried out further consultation (part 2) on regional topics for the Emergency Budget 2020/2021 (the new name for this year's annual plan) due to considerable pressure on the council's financial position caused by the COVID-19 pandemic.
5. Local boards are now considering local content for the Emergency Budget 2020/2021, which includes a local board agreement and a local fees and charges schedule for 2020/2021.
6. Normally the local board agreement would include a message from the chair, local board advocacy and other content. This year due to time constraints caused by COVID-19, the content of the Emergency Budget document, including the Local Board Agreements, is being reduced to only the parts that are a statutory requirement. This includes key projects, levels of service and performance measures, and Financial Impact Statement (FIS).
7. On 30 July 2020, the Governing Body will meet to adopt Auckland Council's Emergency Budget 2020/2021, including 21 local board agreements.

### Ngā tūtohunga

#### Recommendation/s

That the Ōtara-Papatoetoe Local Board:

- a) adopt a Local Board Agreement 2020/2021, tabled at the meeting, (Attachment A).
- b) adopt a local fees and charges schedule for 2020/2021, tabled at the meeting, (Attachment B).
- c) delegate authority to the Chair to make any final minor changes to the Local Board Agreement 2020/2021.
- d) note:
  - i) that Local Board Agreement 2020/2021 local activity budgets will be updated to reflect final budget decisions made by the Governing Body on 16 July 2020.
  - ii) that the resolutions of this meeting will be reported back to the Governing Body when it meets to adopt the Annual Budget 2020/2021 on 30 July 2020.

## Horopaki Context

### Item 12

8. Each financial year, Auckland Council must have a local board agreement between the Governing Body and the local board, for each local board area, outlining local priorities, budgets and intended levels of service. They are informed by the local board plans, which are strategic documents that are developed every three years to set a direction for local boards, by reflecting the priorities and preferences of the communities within the local board area. Local board plans can also provide a basis for local board feedback on regional content in the annual plan (Emergency Budget 2020/2021).
9. Local board chairs have had the opportunity to attend Finance and Performance Committee workshops on key topics and provide local board views on the Emergency Budget 2020/2021 to the Finance and Performance Committee.
10. From 20 February to 21 March 2020, the council consulted with the public on the Annual Budget 2020/2021 (consultation part 1). One local event was held in the Ōtara-Papatoetoe Local Board area to engage with the community and seek feedback on both regional and local proposals. Feedback was received through written and event channels.
11. A report analysing the feedback on local board priorities, as well as feedback from those living in the local board area related to the regional topics from consultation part 1, was included on the 5 May 2020 business meeting agenda.
12. Local boards considered this feedback, and their input on regional topics was reported to the Emergency Committee on 21 May 2020.
13. From 29 May to 19 June 2020, the council carried out further consultation on regional topics for the Emergency Budget 2020/2021 (consultation part 2) due to considerable pressure on the council's financial position caused by the COVID-19 pandemic.
14. A report analysing the feedback on the regional topics from consultation part 2 (Emergency Budget) was included on the 7 July 2020 business meeting agenda (the meeting was adjourned to 9 July 2020, to give elected members ample time review local submissions).
15. Local boards considered this feedback, and then the local board chairs held discussions with the Finance and Performance Committee on 14 July 2020 on regional proposals in the Emergency Budget. The local board input was also reported to the Finance and Performance Committee on 16 July 2020.

## Tātaritanga me ngā tohutohu Analysis and advice

16. Both staff and the local board have reviewed the feedback received on the Emergency Budget 2020/2021 from both consultations and local boards have received reports analysing the feedback. It is now recommended that local boards adopt a Local Board Agreement 2020/2021 (Attachment A), and a local fees and charges schedule for 2020/2021 (Attachment B).

## Tauākī whakaaweawe āhuarangi Climate impact statement

17. The decisions recommended in this report are procedural in nature and will not have any climate impacts themselves.
18. Some of the proposed projects in the Local Board Agreement may have climate impacts. The climate impacts of any projects Auckland Council chooses to progress with will be assessed as part of the relevant reporting requirements.
19. Some of the proposed projects in the Local Board Agreement 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

20. Local boards worked with council departments to develop their local board work programmes for 2020/2021 that will be adopted at August business meetings. The local board work programmes help inform the local board agreements.

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

21. This report seeks local board adoption of its content for the Emergency Budget 2020/2021 and other associated material, including the Local Board Agreement 2020/2021.

## Tauākī whakaaweawe Māori Māori impact statement

22. Many local board decisions are of importance to and impact on Māori. Local board agreements and the annual plan (Emergency Budget 2020/2021) are important tools that enable and can demonstrate the council's responsiveness to Māori.
23. 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 where relevant the wider Māori community.
24. Of those who submitted on the consultation part 1 including local board priorities from the Ōtara-Papatoetoe Local Board area, 15 identified as Māori. 78 Māori from the Ōtara-Papatoetoe Local Board rohe also made a submission to the Emergency Budget 2020/2021 through one or both consultations. These submissions were provided to the local board for consideration when finalising its local board agreement.
25. Ongoing conversations will assist local boards and Māori to understand each other's priorities and issues. This in turn can influence and encourage Māori participation in the council's decision-making processes.

## Ngā ritenga ā-pūtea Financial implications

26. The local board agreement includes the allocation of locally driven initiatives (LDI) funding and asset-based services (ABS) funding to projects and services for the 2020/2021 financial year.
27. LDI funding is discretionary funding allocated to local boards based on the Local Board Funding Policy, which local boards can spend on priorities for their communities. Local boards can also utilise LDI funding to increase local levels of service if they wish to do so.
28. Funding for asset-based services (ABS) is allocated by the Governing Body to local boards based on current levels of service to run and maintain local assets and services including parks, pools and recreation facilities, community facilities, and libraries.
29. Local boards have the decision-making and oversight responsibility in respect of local fees and charges within parameters set by the Governing Body. A local fees and charges schedule for Active Recreation, Community Venues for Hire (including Library rooms for hire) for 2020/2021 is adopted alongside the Local Board Agreement. The fees and charges have been formulated based on region-wide baseline service levels and revenue targets. Where fees and charges are amended by a local board that results in lower revenue for the council, the shortfall will need to be made up by either allocating LDI funds or reducing expenditure on other services to balance overall budgets.

## Ngā raru tūpono me ngā whakamaurutanga Risks and mitigations

30. Decisions on the local content of the Emergency Budget 2020/2021, including the Local Board Agreement 2020/2021 and a local fees and charges schedule for 2020/2021, are required by 24 July 2020 to ensure the Governing Body can adopt the Emergency Budget 2020/2021 at its 30 July 2020 meeting.

## Item 12

## Ngā koringa ā-muri Next steps

31. The resolutions of this meeting will be reported to the Governing Body on 30 July 2020 when it meets to adopt the Annual Budget 2020/2021, including 21 local board agreements.
32. Minor changes may need to be made to the attachments before the Emergency Budget 2020/2021 is adopted, such as correction of any errors identified and minor wording changes. Staff therefore recommend that the local board delegates authority to the Chair to make minor final changes if necessary.
33. Local board agreements set the priorities and budget envelopes for each financial year. Work programmes then detail the activities that will be delivered within those budget envelopes. Work programmes will be agreed between local boards and operational departments at business meetings in August 2020.

## Ngā tāpirihanga Attachments

There are no attachments for this report.

## Ngā kaihaina Signatories

Author	Albert Scott - Local Board Advisor
Authorisers	Louise Mason – General Manager Local Board Services Victoria Villaraza - Relationship Manager, Mangere-Otahuhu and Otago-Papatoetoe Local Boards