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

**Date:** Thursday, 27 August 2020  
**Time:** 4.00pm  
**Meeting Room:** This meeting will proceed via Skype for Business.  
**Venue:** Either a recording or written summary will be uploaded to the Auckland Council website.

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**Waitākere Ranges Local Board**

**OPEN AGENDA**

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**MEMBERSHIP**

- **Chairperson**: Greg Presland  
- **Deputy Chairperson**: Saffron Toms  
- **Members**: Mark Allen, Michelle Clayton, Sandra Coney, QSO, Ken Turner

(Quorum 3 members)

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**Elizabeth Stewart**  
Democracy Advisor, Waitākere Ranges Local Board

24 August 2020

Contact Telephone: 021 194 6808  
Email: elizabeth.stewart@aucklandcouncil.govt.nz  
Website: [www.aucklandcouncil.govt.nz](http://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 Waitākere Ranges Local Board:

<table>
<thead>
<tr>
<th>Board Member</th>
<th>Organisation/Position</th>
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</thead>
<tbody>
<tr>
<td>Mark Allen</td>
<td>- Community Waitākere – Executive Officer</td>
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<tr>
<td></td>
<td>- Bethells Valley Fire – Senior Fire Fighter</td>
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<td></td>
<td>- Waitākere Licensing Trust – Trustee</td>
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<tr>
<td>Michelle Clayton</td>
<td>- Glen Eden Community House – Treasurer</td>
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<td></td>
<td>- Glen Eden Residents’ Association – Treasurer</td>
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<td></td>
<td>- Waitākere Community Organisation Grants Scheme (COGS) – Committee Member</td>
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<td></td>
<td>- The Personal Advocacy and Safeguarding Adults Trust – Trustee</td>
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<td></td>
<td>- Glen Eden Returned Services Association (RSA) – Member</td>
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<td></td>
<td>- Glen Eden Railway Trust – Member</td>
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<tr>
<td>Sandra Coney</td>
<td>- Waitematā District Health Board – Elected Member &amp; Chair of Hospital Advisory Committee</td>
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<td>- Women’s Health Action Trust – Patron</td>
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<td>- New Zealand Society of Genealogists – Member</td>
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<td></td>
<td>- New Zealand Military Defence Society – Member</td>
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<td></td>
<td>- Cartwright Collective – Member</td>
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<tr>
<td>Greg Presland</td>
<td>- Whau Coastal Walkway Environmental Trust – Trustee</td>
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<td>- Combined Youth Services Trust – Trustee</td>
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<td></td>
<td>- Glen Eden Bid – Member</td>
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<td>- Titirangi Ratepayers and Residents Association – Member</td>
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<td>- Waitākere Ranges Protection Society – Member</td>
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<td>- Titirangi RSA - Member</td>
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<td></td>
<td>- Maungakiekie Golf Club – Member</td>
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<tr>
<td>Saffron Toms</td>
<td>- Titirangi Community House – Secretary</td>
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<tr>
<td>Ken Turner</td>
<td>Nil</td>
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</tbody>
</table>

**Member appointments**

Board members are appointed to the following bodies. In these appointments the board members represent Auckland Council:

<table>
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<th>Lead</th>
<th>Alternate</th>
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</thead>
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<tr>
<td>Aircraft Noise Community Consultative Group</td>
<td>Mark Allen</td>
<td>Saffron Toms</td>
</tr>
<tr>
<td>Ark in the Park</td>
<td>Mark Allen</td>
<td>Sandra Coney</td>
</tr>
<tr>
<td>External community group or organisation</td>
<td>Lead</td>
<td>Alternate</td>
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<tr>
<td>Friends of Arataki and Waitākere Regional Parkland Incorporated</td>
<td>Michelle Clayton</td>
<td>Sandra Coney</td>
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<tr>
<td>Glen Eden Business Improvement District (Glen Eden Business Association)</td>
<td>Michelle Clayton</td>
<td>Greg Presland</td>
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<td>Glen Eden Playhouse Theatre Trust</td>
<td>Ken Turner</td>
<td>Mark Allen</td>
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<tr>
<td>Te Uru Waitākere Contemporary Gallery</td>
<td>Mark Allen</td>
<td>Saffron Toms and Sandra Coney</td>
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<td>The Rural Advisory Panel</td>
<td>Ken Turner</td>
<td>Saffron Toms</td>
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4 Confirmation of Minutes

That the Waitākere Ranges Local Board:

a) confirm the minutes of its meeting, held on Thursday, 23 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 Waitākere Ranges 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.

8.1 Deputation - Glen Eden Community House

Te take mō te pūrongo
Purpose of the report
1. To provide an annual update report to the local board during the deputation segment of the business meeting.

Whakarāpopototanga matua
Executive summary
2. Glen Eden Community House would like to report back to the local board as per their management agreement.
Ngā tūtohunga
Recommendation/s
That the Waitākere Ranges Local Board:

a) receive the presentation and thank Natalie Makeef, Chair, and Leanne Appleby, Glen Eden Community House Manager, for their attendance.

8.2 Deputation - Norm Judd - Regional Parks Management

Te take mō te pūrongo
Purpose of the report
1. To deliver a presentation to the local board during the deputation segment of the business meeting.

Whakarāpopototanga matua
Executive summary
2. Norm Judd would like to present to the Board regarding regional parks management.

Ngā tūtohunga
Recommendation/s
That the Waitākere Ranges Local Board:

a) receive the presentation and thank Norm Judd for his attendance.

9 Public Forum

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

9.1 Public Forum - Deirdre Green - Public land at Laingholm

Te take mō te pūrongo
Purpose of the report
1. To deliver a presentation to the local board during the public forum segment of the business meeting.

Whakarāpopototanga matua
Executive summary
2. Deirdre Green would like to speak to the local board about public land at Laingholm.

Ngā tūtohunga
Recommendation/s
That the Waitākere Ranges Local Board:

a) receive the presentation and thank Deirdre Green for her attendance.
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."
Waitākere Ward Councillors' Update
File No.: CP2020/10776

Te take mō te pūrongo
Purpose of the report

1. To receive an update from the Waitākere Ward Councillors Linda Cooper and Shane Henderson.
2. A period of 10 minutes has been set aside for the Waitākere Ward Councillors to have an opportunity to update the Waitākere Ranges Local Board on regional matters.

Ngā tūtohunga
Recommendation/s
That the Waitākere Ranges Local Board:

a) thank Waitākere Ward Councillors Linda Cooper and Shane Henderson for their verbal update.

Ngā tāpirihanga
Attachments
There are no attachments for this report.

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Elizabeth Stewart - Democracy Advisor, Waitākere Ranges Local Board</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Glenn Boyd - Relationship Manager Henderson-Massey, Waitākere Ranges, Whau</td>
</tr>
</tbody>
</table>
New land owner approval to replace the lifeguard tower located at Les Waygood Park, 2A North Piha Road, Piha

File No.: CP2020/09564

Te take mō te pūrongo
Purpose of the report

1. To consider the land owner approval application received from the United North Piha Lifeguard Service (Incorporated) to replace the existing lifeguard tower at Les Waygood Park, 2A North Piha Road, Piha, following community feedback on the application.

2. The application was deferred from the 28 May 2020 meeting to provide the opportunity to gauge views in the Piha community on the proposal (see Resolution WTK/2020/36).

Whakarāpopototanga matua
Executive summary

3. United North Piha Lifeguard Service Incorporated (the club), is seeking land owner approval to construct a replacement lifeguard tower and concrete access ramp within Les Waygood Park in North Piha.

4. The existing lifeguard tower has become unsafe and needs replacing. The access ramp has become buried by sand accretion and will be constructed to marry with the ground levels of the new clubhouse.

5. The proposed design of the tower will be of a cylindrical form and constructed of a dark grey concrete with tinted grey windows to ensure the tower is recessive in the landscape by minimising light reflectance. The tower will be functional, robust and fit for propose.

6. The proposal is in alignment with council planning documents including the Piha Design Guidelines and the Waitākere Ranges Heritage Area Design Guidelines.

7. Council’s specialists are supportive of the design as the visual appearance of the tower will recede into the environment.

8. The report was deferred from the 23 July 2020 Waitākere Ranges Local Board Business Meeting, with the Board requesting community consultation on the proposed redevelopment of the surf tower. A total of 133 individual pieces of consultation feedback were received.

Ngā tūtohunga
Recommendation/s

That the Waitākere Ranges Local Board:

a) receive the consultation feedback on the proposed replacement of the lifeguard tower at Les Waygood Park.

b) approve the land owner approval request from United North Piha Lifeguard Service Incorporated to replace the existing lifeguard tower within Les Waygood Park, 2A North Piha Road, Piha.
Horopaki

Context

9. The applicant, United North Piha Lifeguard Service Incorporated (the club), is seeking land owner approval to construct a replacement lifeguard tower within Les Waygood Park in North Piha and replace the concrete access ramp which extends from their property at 4 North Piha Road (as shown in the site plan in Attachment A).

Surf lifesaving watchtower

10. The existing tower is 7.05m in height with a wooden cabin sitting atop exposed steel framework. The current state of the lifeguard tower is unsafe for use by the lifeguards who deliver essential surf lifesaving services. The tower is rusting, has unsafe access stairs and non-compliant walkways. Views to some areas of the beach are obstructed by the dunes. Refurbishment is vital to the ongoing provision of lifeguard services to the local community and visitors using North Piha Beach.

11. A surf lifesaving watchtower was first installed on a piled concrete pad within the sand dunes at Les Waygood Park in 1976 and has been replaced many times since.

12. The club holds a licence to occupy for an area approximately 30m to the south east of their clubrooms at 4 North Piha Road for the tower. The licence area is 23m² and is for a term of 10 years commencing 28 June 2018, with two ten-year rights of renewal.

13. The club received land owner approval in 2018 to replace the lifeguard tower with a more traditional design. A new design (as shown in Attachment B) is proposed which will be 1m higher than the existing structure to enable lifeguards to monitor the entire beach and will be of a cylindrical form and constructed of concrete with seating for four lifeguards. The watchtower has windows that open out enabling an unrestricted view for lifeguards. A black oxide will be added to the concrete so that it has a dark grey appearance and low light reflectance. The glass in the tower will be a tinted grey that will further ensure the tower is recessive in the landscape by minimising light reflectance. The tower will be constructed of the same materials, with curves that reflect the clubrooms, ensuring they appear as the same activity from the beach.

14. Removal of the existing tower and reconstruction of the new tower is expected to take between 12 and 14 weeks to complete. Removal of the existing tower will involve an excavator and a crane located on the existing beach access ramp. To construct the new tower contractors will use a mixture of pumping concrete and craning in prefabricated sections into position.

15. All construction vehicles would access the site from the surf club property onto the beach access ramp. When equipment and machinery is operating on the access ramp area, it will be barriered off to prevent any public access.

Concrete access ramp

16. The applicant is also proposing to demolish the existing concrete access ramp which has an approximate area of 30m² within the reserve. The existing ramp has been in place for over 50 years and is being buried through dune accretion (see photos of the existing ramp in Attachment C). The new ramp will have a smaller footprint within the reserve and is designed to marry the new clubhouse design levels to the surrounding ground surface levels, which have changed significantly due to natural sand accretion since the original clubhouse was built (plans comparing the existing ramp and the proposed in Attachment D).

17. The ramp is predominantly utilized by the lifeguards and will be fenced off during construction of the clubrooms without any significant impact to the public.

18. The removal of the section of the existing concrete ramp that is on council reserve with be undertaken in conjunction with the clubhouse demolition, and the erection of temporary fencing with dust mitigation cloth.
19. The demolition works will be undertaken by an excavator with rock breaker and tip trucks for removal of the spoil. Access will be from the club’s property. The portion of these works on the council reserve will be completed in a single day.

Public Access During Works

20. The applicant does not expect public access to be greatly affected during the works. The main public access to the beach is from the carpark adjacent to the Les Waygood Public toilets. There is also beach access approximately 500m north and south of this point. When accessing from the campground, the public will still be able to use the access from the Les Waygood Public toilets.

21. The applicant normally permits the public to have beach access through the surf club land but during the construction works this access will be closed to the public by either fencing or hoarding around the site.

22. The patrolling access ramp will be fenced off or barriered when construction equipment (excavators, tip trucks, hiab’s and cranes) are to be operating. At other times just the construction sites will barriered off so as to maintain the clubs patrolling function and access for emergency services.

23. Construction works during the patrol season will be managed to safely allow the patrols to operate through the provision of a designated thoroughfare for the patrollers.

24. The group are hoping to carry out most of the works during the winter when the beach is less widely used.

United North Piha Lifeguard Service (Incorporated)

25. The club was established in 1949 to serve the growing community resulting from the development of properties along North Piha Beach. The club own the land and building at 4 North Piha Road.

26. The club was registered as an incorporated society on 29 January 1969 and is affiliated to Surf Lifesaving Northern Region and Surf Lifesaving New Zealand. The primary object of the club is:
   - to promote, develop, and deliver surf lifesaving as a charitable service and prevent drowning and injury of those swimming and undertaking activities at beaches and other aquatic environments by providing lifesaving, patrol services, and other programmes and services at North Piha Beach and at other locations as determined by the club for the safety and recreation of the general public.

27. The club also holds a community lease with the council for an area at the north east of the park. The land and buildings are used for the operation of a camping ground and caravan park for the use of surf lifesaving club members. Members of the public are able to cross the leased area on foot to access North Piha Beach.

Tātaritanga me ngā tohutohu
Analysis and advice

Site details

28. Les Waygood Park is described as Part Lot 1 Deposited Plan 32999 and contained in NA46C/998 comprising of 6.0550 hectares. The park is held in fee simple by Auckland Council as a classified recreation reserve and subject to the Reserves Act 1977.

29. The land was acquired by the former Waitākere City Council in 1979 from private owners for reserve purposes.

30. This proposed tower is located within Les Waygood Park, approximately 30m to the west and south of the clubrooms. The park is predominantly used for access to the beach from
walkways, the surf club, and the public carpark. This site also contains North Piha Campground, used by the public and owned by Auckland Council and leased to the club. The site is uninhabited and forms the back of the beach dune system. The site is sparsely planted in front of the surf club, however Karo forest is located further south of the site.

Planning context
31. Les Waygood Park was included in the 1999 Piha reserves management plan adopted in September 1999. It is considered that the proposal is consistent with the objectives and policies of the management plan. The proposal aligns with Objective 18 of the plan ‘To ensure the design and appearance of new and existing buildings on the reserves are of the highest standard and sensitive to their surroundings and Policy 3. ‘The design and colour of any new buildings should minimise visual impacts on the landscape’. The management plan also outlined future improvements for Les Waygood Park which focused on access, parking and maintaining vegetation within the park.

32. The lifeguard tower is referenced in the Les Waygood Park Landscape Development Plan of the Piha Reserves Reserve Management Plan.

33. Section 4.3 of the Piha Coastal Management Plan 2000 permits the replacement of the tower as it is required in the interest of public safety. The plan also states that any buildings replaced should be moved further away from the sand dunes however because of sand accretion, if the tower was moved further away it would reduce the ability to surveil the entire beach.

34. In conjunction with the principal landscape architect, the new proposal for the watch tower has been assessed against the design guidelines set out in both the Piha Design Guidelines and the Waitākere Ranges Heritage Area Design Guidelines (see Attachment E). The proposal is a departure from the traditional design, however, when assessed against the guidelines would be acceptable. The design of the tower is simple, functional, robust and fit for purpose. It will provide a comfortable and sheltered work environment for its users. The colour and materials of the new tower will ensure this structure blends in with the existing environment. From a maintenance and durability point of view, the use of concrete has significant cost, lifecycle and durability advantages over traditional timber and steel construction.

Matters assessed under the resource consent
35. The applicant has applied for and received resource consent for the construction of the surf lifesaving watch tower and adjacent clubrooms located at 4 North Piha Road. As part of the assessment the resource consents planner assessed the application in regard to the:

Open Space – Conservation Zone

36. The proposed watch tower is to be located in the same location as the existing and will take up a smaller footprint due to the design. The design reflects Piha’s black sand through using a hardwearing black oxide concrete. The watch tower is considered to be an appropriate structure due to the need for surveillance of the beach during summer months to ensure safety to users.

Waitākere Ranges Heritage Area Overlay

37. The proposed clubroom and watch tower will be subservient to the natural and rural landscape and character due to the recessive colours and materials used. The proposal is a community activity and therefore enables this type of use for people living in the surrounding community. The proposed development does not result in the removal of any vegetation and is anticipated within the zone the structures sit in.

Outstanding Natural Landscapes Overlay

38. The proposed watch tower preserves the natural characteristics and qualities due to the location of the tower being on the boundary of the overlay and simpler in form, constructed
of recessive materials. The tower is recessive due to the colour used and does not have a reflective roof. The landform is not proposed to be modified.

**Specialist input and assessment**

39. The following specialists provided feedback on the application:
   - Parks and places specialist
   - Facilities Manager
   - Principal landscape architect
   - Community lease specialist
   - Senior Coastal Specialist
   - Senior parks planner
   - Specialist urban designer (Auckland Design Office)
   - Principal landscape architect (Auckland Design Office).

40. The proposal will result in the provision of lifesaving services to the local community and a purpose-built facility that meets the needs of the surf lifeguards and the local community.

41. The proposed surf lifesaving tower is a replacement structure which will not change the way in which the park is able to be used, as all existing accesses will remain. The proposed watch tower will be of a similar size to the existing with a smaller footprint due to the design, however it will be taller. As it is located in the same location viewpoints will not be changing.

42. The tower will be constructed in place of the existing tower and is anticipated that there will be no impact on amenity as the tower is offset from the accessway.

43. The applicant’s designer has taken a number of steps to reduce the visual impact of the tower. It is made of the same material and has similar curves as the clubrooms, so that it will be seen as one activity when viewed from the beach.

44. The tower has been designed to be of the same material and curves that reflect the clubrooms, ensuring they appear as the same activity from the beach. Due to the dark grey colour of the tower created through the addition of black oxide in the concrete, the structure will be recessive against the black sand dunes and will be seen against the vegetated Waitākere Ranges landform and below their ridgeline. Additionally, the glass in the tower will be a tinted grey that will further ensure the tower is recessive in the landscape by minimising light reflectance.

45. Architects from the Auckland Design Office have reviewed the proposal including the visual assessment undertaken by the applicant (see attachment F) and were supportive. The Principal Landscape Architect said that the watch tower’s ‘form is a bit different from a traditional tower but for me it doesn’t present any additional landscape and visual effects. I consider it will associate as being part of the lifesaving operations and will not detract from the existing landscape character. Due to the colour of the structure I consider it will blend in well with the landscape’.

46. The Specialist Urban Designer said that ‘I agree…that the lifeguard tower is different to the usual / traditional towers we are used to, but different isn’t necessarily bad, and the design of the tower is consistent with the architecture of the club rooms, which I believe to be both modern and functional. The cylindrical form of the tower and extensive (tinted) glazing will allow for full, uninterrupted views of the beach for the lifeguards to do their job, and will allow shelter from the extreme weather conditions that the west coast produces (sun, glare, wind, rain, etc.) which is the hugely important. Furthermore, … the colour that has been selected will help the visual appearance of the structure recede into the surrounding environment, so it shouldn’t appear dominant in the dunes.'
The Senior Coastal Specialist was supportive of the application as the tower had been designed to accommodate sand accretion. He supported making the access ramp shorter given the sand accretion and believed it could be lengthened in the future if the accretion cycle reversed. He has suggested the following conditions be added to the land owner approval:

- During removal of the existing tower, any disturbance to surrounding native dune vegetation by machinery or other movements should be minimised as practicable. Any disturbance to the sand dunes shall be minimised and following works completion reinstated, or recontoured to be consistent with adjacent dune contours.
- All concrete associated with removal of the existing ramp needs to be removed from site, and the remaining sand contour reinstated appropriately.

The facilities manager had no objection to the proposed construction methodology.

The community leasing specialist had no objection to the proposal as the proposed design will have a reduced footprint.

**Tauākī whakaaweawe āhuarangi**

*Climate impact statement*

There are no anticipated impacts on the climate as a result of this proposal. The proposal is to replace an existing structure and does not introduce new sources of emissions.

Due to the watchtower’s proximity to the coast, climate change impacts were considered. The tower does not sit within the five year, 100 year and 100 year with 1 metre sea level rise coastal inundation risk zones.

The tower does not sit directly sit within a flood plain or flooding zone.

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

*Council group impacts and views*

The applicant has obtained resource consent for the proposed watchtower and clubrooms.

The proposed new tower has no identified impacts on other parts of the council group. The views of council-controlled organisations were not required for the preparation of this report’s advice.

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

*Local impacts and local board views*

The application is consistent with and supports the Waitākere Local Board Plan 2017 outcomes:

- Outcome 2: Our unique natural habitats are protected and enhanced
- Outcome 3: Local communities feel good about where they live
- Outcome 6: Our community spaces, parks, sports and recreation facilities meet local needs and are easy to get to.

The local board supported giving the applicant land owner approval in 2018 for a previous design. A licence to occupy for the existing tower was also approved by the board in 2018.

An overview of this land owner approval application was sent to the Waitākere Local Board for feedback on 14 April 2020. The feedback received from the local board was that as the
proposed tower would generate significant public interest and was in an environmentally sensitive area that the decision needs to be made in the public forum.

**Tauākī whakaaweawe Māori**

**Māori impact statement**

58. There are no areas of significance to mana whenua located in close proximity to the watch tower within Les Waygood Park.

59. There are no changes in use or operational activities being conducted on the land.

60. The ongoing provision of lifeguard services to the local community and visitors using North Piha Beach, will be of benefit to all, including Māori.

61. Relevant iwi were contacted for feedback on the proposal. Te Kawerau ā Maki had no concerns with the proposal but wanted to be kept up to date with the progress of the project.

**Ngā ritenga ā-pūtea**

**Financial implications**

62. The proposed surf lifesaving watchtower will be located inside the applicant’s current leased area. All maintenance responsibilities will be given to the applicant, and this will be managed through their licence agreement. The applicant is undertaking fundraising activities and has received grants from various organisations to upgrade the watchtower and clubrooms.

**Ngā raru tūpono me ngā whakamaurutanga**

**Risks and mitigations**

63. If a land owner approval is not granted to the club enabling its continued occupation of the reserve this could lead to the existing tower being removed. If the tower is removed surf lifeguards will not have an elevated view of swimmers in the water at North Piha Beach. This will make identifying swimmers requiring assistance more difficult and will have a detrimental effect on the lifeguard operations.

**Ngā koringa ā-muri**

**Next steps**

64. If the Waitākere Ranges Local Board approves the land owner approval application, council staff will issue a land owner approval letter with relevant conditions to mitigate any potential adverse effects.

**Ngā tāpirihanga**

**Attachments**

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<thead>
<tr>
<th>No.</th>
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<tbody>
<tr>
<td>A</td>
<td>Site plan</td>
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<tr>
<td>B</td>
<td>Plans for surf lifesaving watchtower</td>
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<tr>
<td>C</td>
<td>Photos of concrete access ramp</td>
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<td>D</td>
<td>Plans for access ramp</td>
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<tr>
<td>E</td>
<td>Assessment against design guidelines</td>
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**Item 12**

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<td>United North Piha Surf Lifeguard Tower Consultation submissions from groups</td>
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<td>H</td>
<td>United North Piha Surf Lifeguard Tower Consultation mana whenua submission / feedback</td>
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<tr>
<td>I</td>
<td>United North Piha Surf Lifeguard Tower Consultation submission from United North Piha Surf Lifesaving Club</td>
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<tr>
<td>J</td>
<td>United North Piha Surf Lifeguard Tower Consultation comments from individuals</td>
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<td>K</td>
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**Ngā kaihaina Signatories**

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<tr>
<td>Glenn Riddell - Land Use Advisor</td>
<td>Brett Lane - Local Board Advisor</td>
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<tr>
<td>Rod Sheridan - General Manager Community Facilities</td>
<td>Glenn Boyd - Relationship Manager Henderson-Massey, Waitākere Ranges, Whau</td>
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Approval of the Waitākere Ranges Local Board Plans and Places 2020/2021 Work Programme

File No.: CP2020/09491

Te take mō te pūrongo

Purpose of the report

1. To approve the Waitākere Ranges Local Board Work Programme, managed by the Plans and Places Department for the 2020/2021 year.

Whakarāpopototanga matua

Executive summary

2. Work programmes are presented to local boards for approval each year. They outline the local activities to be delivered in each local board area for the next financial year. This report presents eight items that contribute to the Waitākere Ranges Programme managed by the Plans and Places Department.

3. The projects will be completed in the 2020/2021 year. The long tailed bats, buffer zone and community weed bins are multi-year projects that will continue beyond the 2020/2021 year.

4. Staff will report to the local board on these projects when appropriate to update the Board about progress and highlight any risks (should there be any).

5. The overall budget for 2020/2021 is $169,585. This report seeks approval from the local board to allocate all $169,585 of this budget.

Ngā tūtohunga

Recommendation/s

That the Waitākere Ranges Local Board:

a) approve the allocation of $12,000 for Long Tail Bat activities

b) approve the allocation of $3,000 for repetition of traffic counters for visitor data at Piha and Bethells Te Henga

c) approve the allocation of $10,000 to replace a number of signs at the Te Henga reserve with one walk-around sign that provides a range of information on the values of the area and appropriate use

d) approve the allocation of $10,085 to investigate dog management issues at Bethells/Te Henga

e) approve the allocation of $8,000 to support local businesses and communities in the heritage area

f) approve the allocation of $50,000 for continuation of the buffer zone programme

g) approve the allocation of $70,000 for the continuation of community weed bin programme

h) approve the allocation of $6,500 for the carbon dating of the two midden sites (archaeological site CHI 17333 and CHI 5857) at Cornwallis.
Horopaki
Context
6. Work programmes are presented to local boards for approval each year. They outline the local activities to be delivered in each local board area for the next financial year.

7. The recommended programmes and projects in this report include new projects. These are the continuation of multi-year programmes (the Buffer Zone and community weed bins) and new projects. Plans and Places staff will work with relevant staff from Council to progress these various programmes and projects.

Tātaritanga me ngā tohutohu
Analysis and advice
8. The programmes and projects will contribute to achieving the 2017 Local Board Plan’s outcomes that “People actively protect the Waitākere Ranges Heritage Area” and “Our unique natural habitats are protected and enhanced”. They will also contribute to achieving Outcome One of the Draft Local Board Plan 2020, which is proposed to be that “The Waitākere Ranges Heritage Area is protected and enhanced and connections with surrounding communities are strengthened”.

Tauākī whakaaweawe āhuarangi
Climate impact statement
9. There are no direct impacts on climate change arising from these projects and programmes.

Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera
Council group impacts and views
10. The projects will be undertaken in close liaison with key council departments and council-controlled organisations.

Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe
Local impacts and local board views
11. The projects support the Local Board’s work to achieve the outcomes in the Local Board Plan 2017. They will also contribute to achieving Outcome One of the Draft Local Board Plan 2020, which is proposed to be that “The Waitākere Ranges Heritage Area is protected and enhanced and connections with surrounding communities are strengthened”.

Tauākī whakaaweawe Māori
Māori impact statement
12. Inclusion of these projects in the Board’s work programme does not generate a particular impact for Māori. Plans and Places will consider potential impacts for Māori at the project formulation stage and as each project or programme progresses. Consultation with iwi occurs on a project by project basis.

Ngā ritenga ā-pūtea
Financial implications
13. Inclusion of these projects in the local board’s work programme does not generate financial implications for the council. This budget of $169,585 is approved in the council’s 2020/2021 Emergency Budget, and there is no change to the budgeted amount from that previously agreed in 2019/2020. The recommended budget allocations for the projects and programme have no unexpected financial implications.
Risks and mitigations

14. There is a risk that staff resource may be diverted into other priorities during the financial year that could lead to projects not being completed.

Next steps

15. Delivery of these projects will begin and continue in an integrated manner with other projects in the heritage area.

Attachments

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<th>No.</th>
<th>Title</th>
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<tbody>
<tr>
<td>A</td>
<td>Waitākere Ranges Local Board - Plans and Places Work Programme 2020/2021</td>
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Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Eryn Shields - Team Leader Planning - North West</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>John Duguid - General Manager - Plans and Places</td>
</tr>
<tr>
<td></td>
<td>Glenn Boyd - Relationship Manager Henderson-Massey, Waitākere Ranges, Whau</td>
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Approval of the Waitākere Ranges Local Board Community Facilities 2020 - 2023 Work Programme

File No.: CP2020/10590

Item 14

Te take mō te pūrongo
Purpose of the report

1. To approve the Waitākere Ranges Local Board Community Facilities work programme 2020/2021 and approve the 2021/2022 and 2022/2023 work programmes in principle.

Whakarāpopototanga matua
Executive summary

2. The Community Facilities department is responsible for the building, maintaining and renewing of all open spaces and community buildings. This includes the community leasing and licensing of council-owned premises.

3. This report presents the Waitākere Ranges local board’s Community Facilities work programme and associated budgets for approval for the 2020/2021 financial year and for approval in principle for the subsequent two financial years, 2021/2022 and 2022/2023 (see Attachment A).

4. The work programme responds to the following outcomes and objectives that the local board identified in the Waitākere Ranges Local Board Plan 2017:
   - Outcome 2: Our unique natural habitats are protected and enhanced
   - Outcome 3: Local communities feel good about where they live
   - Outcome 6: Our community spaces, parks, sports and recreation facilities meet local needs and are easy to get to

5. The council’s financial position has been severely impacted by the COVID-19 pandemic. Council’s Emergency Budget for 2020/2021 has reduced both capital and operating budgets from those anticipated prior to the COVID-19 pandemic.

6. The reduction in anticipated budgets has required the reprioritisation of projects and activities that can be accommodated within the local board’s revised budget.

7. The local board provided feedback to staff on the projects it would like to fund in anticipation of its reduced budgets in a series of workshops between November 2019 and July 2020.

8. A number of projects in the work programme for the 2021/2022 or 2022/2023 financial years have been identified as part of the Risk Adjusted Programme (RAP). Approval is sought for these projects to commence at the beginning of the 2020/2021 year so that they can be delivered early in the event that projects approved for delivery in 2020/2021 are delayed for any unforeseen reason.

9. The work programme includes projects proposed to be funded from regional programmes, including local and sports field development (growth), coastal renewals, slips prevention and the Natural Environment Targeted Rate programmes. Inclusion of these projects in the local board work programme is subject to approval by the relevant Governing Body committees.

10. It is recommended that the local board approve the inclusion of these projects in the work programme and provide feedback for consideration by the relevant Governing Body committees.

11. Additionally, there are some external sources of funding not held by council that contribute to projects such as Panuku and Auckland Transport funding.
12. Updates on the delivery of this work programme will be provided through the local board’s quarterly performance reports.

Ngā tūtohunga
Recommendation/s

That the Waitākere Ranges Local Board:

a) approve the Community Facilities work programme 2020/2021 and associated budget. (Attachment A – Build, Maintain, Renew and Attachment B – Community Leases to the agenda report).

b) approve in principle the Community Facilities work programme 2021/2022 and 2022/2023. (Attachment A – Build, Maintain, Renew and Attachment B – Community Leases to the agenda report).

c) approve the Risk Adjusted Programme (RAP) projects identified in the work programme (Attachment A to the agenda report) as projects that will commence and may be delivered in advance of the expected delivery year, if required to meet expected financial expenditure for the 2020/2021 financial year.

d) note that approval of budget allocation in the 2020/2021 year for multi-year projects implies the local board’s support for the projects in their entirety.

e) note that the inclusion in the work programme of projects that are funded from the Coastal Renewals, Slips Prevention, Local Parks and Sports Field Development and Natural Environment Targeted Rate budgets are subject to approval of the identified budget allocation by the relevant Governing Body committees.

f) support the inclusion of the following projects in the Slips Prevention, Local Parks and Sports Field Development (Growth):
   - Line item 37 – ID 24439: Penihana Park - develop site
   - Line item 88 – ID 19988: Withers Reserve - replace pedestrian bridge and pathways

g) note that budget allocations for all projects in the Community Facilities work programme are best current estimates, and amendments may be required to the work programme to accommodate final costs as the year progresses.

Horopaki
Context

13. Work programmes are presented to local boards for approval each year. The 2020 – 2023 Community Facilities Work Programme, detailed in the attachments, contains information on all proposed projects to be delivered by Community Facilities, including capital works projects, leasing and operational maintenance. The projects identified in the work programme have been prioritised for investment based on a combination of local board feedback through a series of workshops, staff assessments of assets and key stakeholder input.

14. The COVID-19 pandemic has exerted considerable pressure on the council’s financial position, which has had flow on effects for the budget for the 2020/2021 financial year. Given the new financial realities facing Auckland, council has adopted an Emergency Budget 2020/2021, which has reduced both capital and operating budgets from those anticipated prior to the COVID-19 pandemic.

15. The COVID-19 pandemic occurred part way through the planning cycle for the development of the 2020/2021 work programme. This resulted in a disruption to the work programme development process, including requiring a reprioritisation exercise for all proposed activity.
16. The work programme responds to the outcomes and objectives that the local board identified in the Waitākere Ranges Local Board Plan 2017. The specific outcomes that are reflected in the work programme are:
   - Outcome 2: Our unique natural habitats are protected and enhanced
   - Outcome 3: Local communities feel good about where they live
   - Outcome 6: Our community spaces, parks, sports and recreation facilities meet local needs and are easy to get to

17. The following adopted strategies and plans also guided the development of the work programme:
   - Waitākere Ki Tua
   - Waitākere Ranges Greenways Plan

18. The Community Facilities work programme is a three-year programme, which clearly demonstrates the phasing of project delivery and enables the organisation to prepare for delivery. The local board is asked to approve a new three-year work programme each year (approve year one and approve in principle years two and three).

Tātaritanga me ngā tohutohu
Analysis and advice

19. The proposed work programme is made up of activities continuing from previous financial years and new initiatives supported by the local board.

20. Due to COVID-19 impacts, the Emergency Budget means that the budgets available to the local board are reduced from those previously anticipated and as a result, some activity that was previously proposed for 2020/2021 has been deferred or removed from the draft work programme through a reprioritisation exercise.

Capital works programme

21. Investment in the capital works programme will ensure that council facilities and open spaces in the Waitākere Ranges Local Board area remain valuable and well-maintained community assets.

22. The overall capital works programme includes projects for which the local board has discretion to allocate budget, referred to as the local programme, and projects from regional programmes.

23. Specific projects within the work programme may have budget allocated from two or more budget sources, including budgets from both local and regional programmes.

24. The work programme includes both new projects and existing projects that have been continued from the previous financial year where those projects require multiple years for delivery (multi-year projects). All projects include actual anticipated spend as there will be no carry forward of capital funding from the 2019/2020 financial year.

Local Programme

25. The local programme includes those projects that the local board is funding from its discretionary capex budgets, including:
   - Renewals
     The local board can allocate its renewals budget towards the renewal of any council owned asset.
   - Locally Driven Initiative (LDI)
     The local board has the discretion to allocate its LDI capex budget to any projects that deliver a council asset or as a capital grant to a third party to deliver an asset made available for public use. The Emergency Budget includes a reduction in the LDI budget available for each local board from that anticipated prior to the COVID emergency.
26. In preparing recommendations for the local programme, a number of matters have been considered, including:

- strategies and plans
- service assessment input from Community Services
- asset condition assessments
- input from operational maintenance teams and staff working within facilities
- budget availability.

27. Table 1 shows key projects included in the work programme.

**Table 1: Key projects in the work programme**

<table>
<thead>
<tr>
<th>ID number</th>
<th>Activity name</th>
<th>Activity description</th>
<th>FY21 Budget</th>
<th>Total Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>28155</td>
<td>Bill Haresnape Walkway - upgrade to Kauri track standards</td>
<td>Upgrade Bill Haresnape Walkway to kauri dry track standards. FY19/20 - investigation and design FY20/21 - physical works Risk Adjusted Programme (RAP) project.</td>
<td>$324,000</td>
<td>$324,000</td>
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<tr>
<td>24428</td>
<td>Les Waygood Park - refurbish amenity buildings at campground</td>
<td>Male amenity building and kitchen amenity building require extensive refurbishment. FY20/21 - investigation and design FY21/22 - physical works Risk Adjusted Programme (RAP) project.</td>
<td>$87,414</td>
<td>$166,000</td>
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<td>26345</td>
<td>Lopdell House - renew exterior steps/footpath and handrail</td>
<td>Renew exterior concrete steps, footpath and handrail on the roadside berm between Titirangi Road and South Titirangi Road. The work also includes landscaping. FY19/20 - investigation and design FY20/21 - physical works</td>
<td>$142,414</td>
<td>$154,284</td>
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<tr>
<td>24322</td>
<td>Oratia Village Green - upgrade park amenities</td>
<td>Oratia Village Green (Oratia Hall Reserve development including consultation and design development. FY19/20 - investigation and design FY20/21 - FY21/21 - developed design and high-level costing, consultation Stage three - physical works Risk Adjusted Programme (RAP) project.</td>
<td>$21,850</td>
<td>$80,000</td>
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<td>26296</td>
<td>Piha School House - refurbish exterior of hall</td>
<td>Refurbish exterior of the old schoolhouse. FY20/21 - investigation and design FY21/22 - physical works Risk Adjusted Programme (RAP) project.</td>
<td>$55,523</td>
<td>$56,000</td>
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<td>28167</td>
<td>Sunvue Park - develop cultural park features</td>
<td>Engage with locally based Maori youth to facilitate the design and installation of cultural features in</td>
<td>$20,000</td>
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<tr>
<td>ID number</td>
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<td></td>
<td>Sunvue Park.</td>
<td>FY20/21 - investigation and design (working with students) FY21/22 - physical works</td>
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<td>24325</td>
<td>Waitākere Ranges - small park improvements - phase 2</td>
<td>Plan and undertake improvements to local parks across the Waitākere Ranges Local Board area in consultation with local residents. The project includes: Prospect Park - BBQ installation and relocation of picnic table Olive Grove - installation of picnic table and new connector footpaths Glucina Park - installation of swing set FY19/20 - investigation and design FY20/21 - physical works</td>
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<td>$75,000</td>
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28. Prioritising the delivery of one project may mean other projects have to be phased into later years in order to meet budget requirements. For example, the delivery timing of the renewal of amenity lighting in Library Lane/Glen Eden Walkway, the development of cultural park features at Sunvue Park, the renewal of the curtains at Titirangi War Memorial Hall and feasibility studies for priority Greenways routes has meant that renewal of the roading networks at Armour Bay Reserve and Huia Domain will be phased in later years.

29. The proposed work programme in Attachment A contains:
   - Number of projects (excluding leases and contract lines) over three years: 89
   - Indicative cost for proposed projects in the 2020/2021 financial year: $1,911,742

Regional Programme

30. The Long-term Plan 2018 - 2028 includes budgets which support the delivery of regional programmes. These budgets are allocated to specific projects within a regional programme by the Governing Body.

31. Where budget is allocated to a project in the regional programme that falls within a local board decision making allocation (e.g. a local park), that project is included in the local board work programme. The local board then has decision making responsibility for that project, within the parameters set by the governing body, namely location, scope and budget. For Natural Environment Targeted Rate (NETR) projects, the local board has decision making responsibility within the parameters of the targeted rate framework and the national kauri dieback programme standards for protection of kauri.

32. Regional budgets include:
   - Local parks and sports field development (growth)
   - Coastal renewals
   - Slips prevention and remediation
   - Natural Environment Targeted Rate funding (NETR).

33. Projects in the local parks and sports field development programme are identified and prioritised based on consideration of a number of factors, including:
   - Extent to which residential growth is generating demand for the project
• Current levels of provision
• Available budget.

34. Projects in the coastal renewals and slips prevention and remediation programme are identified and prioritised based on consideration of a number of factors, including:
• Asset condition
• Relative hazard and risk
• Available budget.

35. The allocation of budget to specific projects will be approved by the relevant Governing Body committee post local board work programme adoption.

36. The local board has an opportunity to provide formal feedback on the growth, coastal and slips allocations, through resolution to this report, for consideration by the relevant Governing Body committee prior to approval of the regional programmes.

37. The Natural Environment Targeted Rate programme is a regional budget under the decision making of the Environment and Climate Change Committee and reported to individual local boards.

Capital Programme Delivery

Cost estimates subject to change

38. Budget allocations within the work programme are best estimates only. Project costings are subject to change and refinement as projects progress through the design and delivery process. Greater clarity will be determined around the specific work required and the cost of delivery of that work once the details are defined.

39. The delivery of individual projects is managed within the overall work programme budget for each local board. Where significant changes to project budgets may need to be considered, or if new projects are added to the work programme, changes may be required to the programme to accommodate final project costs as the year progresses.

Risk adjusted programme

40. A number of projects have been identified in the work programme as “risk adjusted programme (RAP)” projects.

41. Approval is sought for these projects to commence at the beginning of the 2020/2021 year so that they can be delivered early in the event that projects approved for delivery in 2020/2021 are delayed for any unforeseen reason.

Changes to the work programme

42. Local boards have given a general delegation to the Chief Executive subject to terms and conditions contained in the local board delegation protocols.

43. In relation to work programmes, the delegation protocols require local boards to approve work programmes annually and require staff to seek a decision from the board for “any proposed variations to the approved work programme that may result in an overspend.” The protocols also include a range of more general requirements for reporting to boards, including “decisions of a politically sensitive nature”, “any other matters specified by the Local Board Chair”, and to report other matters on request of the Chair.

44. Staff propose that in addition to proposed work programme variations “that may result in an overspend”, other proposed variations that impact on the agreed outcomes of approved projects or the delivery of the overall approved work programme should also be referred to the board for a decision. Such changes include:
• changes to an approved projects activity description or activity benefit
• changes to project budget or timing that impact other approved projects in the programme
• cancellation of a project
• addition of a new project.

45. More minor changes that do not substantially alter the approved work programmes will be made by staff under general delegation, following discussion with the board, and noted in the quarterly reports.

Operational maintenance work programme

46. The regular maintenance of all council-owned built and open space assets plays an important part in:
   • increasing the long-term durability of Community Facilities assets
   • improving the safety of Community Facilities assets
   • ensuring the enjoyment of Community Facilities assets by the users.

47. In the Community Facilities Work Programme, there are three line items dedicated to all maintenance in the local board area:
   • Full Facilities Maintenance Contracts – these contracts include all buildings, parks and open space assets, sports fields, coastal management, storm damage response and streetscapes maintenance
   • Arboriculture Maintenance Contracts – these contracts include all tree management and maintenance
   • Ecological Restoration Maintenance Contracts – these contracts include pest plant management within ecologically significant areas and animal pest management across all parks and reserves

48. Staff will be able to provide regular reporting on maintenance through monthly updates to the local boards and through the quarterly report. Community Facilities is also providing additional regular updates to all elected members on contractor performance.

Leasing work programme

49. Community leases are a valuable way in which the council provides support to not-for-profit community organisations across the region. These groups provide a wide range of community activities and services aligned with recognised local priorities and are a key part of the mosaic of community activity and infrastructure in Auckland.

50. The detailed list of the community leases and licences that will expire or are due for renewal over the 2020/2021 financial year is provided in Attachment B. Following approval of the work programme staff will proceed with review and renewal of these leases and licences as appropriate during the course of the financial year.

51. Two additional project lines include those leases and licences proposed to be progressed in the 2021/2022 and 2022/2023 financial years respectively.

52. Straight forward lease renewals without variations will be processed in accordance with agreed delegations with a written memo to the local board providing the opportunity for the local board to request further information or a formal report. Expired and more complex community leases will be reported to the local board at a business meeting.

Locally Driven Initiatives (LDI) operational activities

53. There is one project in the 2019/2020 Community Facilities Work Programme that had budget allocated from the Waitākere Ranges Local Board locally driven initiatives (LDI) operational budget 2019/2020, with budget allocation of $3,500.

54. These projects have been included in the 2020/2021 work programme, and the LDI operational budget allocations carried forward from 2019/2020 to 2020/2021 financial year.

55. In addition to those projects carried forward there are two new LDI Opex projects in the 2020/2021 programme with a combined budget allocation of $22,500.
Tauākī whakaaweawe āhuarangi
Climate impact statement

56. Many of the activities in the 2020/2021 work programme will have impact on greenhouse gas emissions and contribute towards climate change adaptation. These impacts will be considered as projects progress and will be reported to the local board at future reporting opportunities. The sorts of impacts to be considered include:

- Maximum upcycling and recycling of old material
- Installation of energy efficiency measures
- Building design to ensure the maximum lifetime and efficiency of the building is obtained
- Lifecycle impacts of construction materials (embodied emissions)
- Exposure of building location to climate change hazards (sea level rise, flooding (floodplains), drought, heat island effect)
- Anticipated increase in carbon emissions from construction, including contractor emissions
- Lifecycle impacts of construction materials

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

57. The work programme was developed through a collaborative approach by operational council departments, with each department represented in the integrated team that presented the draft work programme to the local board at a series of workshops.

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

58. The Community Facilities work programme has been considered by the local board in a series of workshops from November 2019 to July 2020. The views expressed by local board members during the workshops have informed the recommended work programme.

59. Community facilities and open spaces provide important community services to the people of the local board area. They contribute to building strong, healthy and vibrant communities by providing spaces where Aucklanders can participate in a wide range of social, cultural, art and recreational activities. These activities improve lifestyles and a sense of belonging and pride amongst residents.

60. The activities in the proposed work programme align with the Waitākere Ranges Local Board Plan 2017 outcomes.

Tauākī whakaaweawe Māori
Māori impact statement

61. The Community Facilities Work Programme ensures that all facilities and open space assets continue to be well-maintained assets that benefit the local community, including Māori. When developing and delivering work programmes consideration is given to how the activities can contribute to Māori well-being, values, culture and traditions. Table 2 outlines the activities in the 2020/2021 work programme that contribute towards the delivery of specific Māori outcomes.

Table 2: Māori impact assessment of proposed activities

<table>
<thead>
<tr>
<th>ID number</th>
<th>Activity name</th>
<th>Māori impact</th>
</tr>
</thead>
<tbody>
<tr>
<td>28167</td>
<td>Sunvue Park - develop</td>
<td>Local rangatahi will work alongside staff to deliver an improved open space which will</td>
</tr>
</tbody>
</table>
ID number | Activity name | Māori impact
---|---|---
| cultural park features | include cultural design elements and depict values of Māori.

26300 | Waitākere Ranges - renew community facility & park signage FY20/21 | Renewal of signage will include parks included in the programme Te kete rukuruku – gifting of Māori names.

62. Karanga Atu! Karanga Mai! relationship approach responds to Māori aspirations and delivers on council’s statutory obligations and relationship commitments to Māori. It guides staff to deliver on agreed work programme activities and support the local board to achieve the outcomes in its local board plan.

63. Where aspects of the proposed work programme are anticipated to have a significant impact on activity of importance to Māori then appropriate engagement will be undertaken.

Ngā ritenga ā-pūtea

Financial implications

64. Financial implications of COVID-19/Emergency Budget have resulted in a reduced renewals budget per local board and significantly reduced development budgets such as growth.

65. Table 3 summarises the relevant budgets, proposed allocation and the balance of unallocated budget available.

<table>
<thead>
<tr>
<th>Local Budgets</th>
<th>2020/2021</th>
<th>2021/2022</th>
<th>2022/2023</th>
</tr>
</thead>
<tbody>
<tr>
<td>Renewals - Budget</td>
<td>$943,478</td>
<td>$1,214,219</td>
<td>$1,420,033</td>
</tr>
<tr>
<td>Renewals - Proposed Allocation</td>
<td>$943,478</td>
<td>$1,214,219</td>
<td>$1,420,033</td>
</tr>
<tr>
<td>Renewals - Unallocated budget</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Growth and Development - Allocation</td>
<td>$0</td>
<td>$302,680</td>
<td>$0</td>
</tr>
<tr>
<td>Coastal Renewals - Allocation</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Slips Prevention - Allocation</td>
<td>$30,000</td>
<td>$169,230</td>
<td>$0</td>
</tr>
<tr>
<td>LDI Capex - Proposed Allocation</td>
<td>$138,850</td>
<td>328,733</td>
<td>$391,000</td>
</tr>
<tr>
<td>LDI Opex - Proposed Allocation (including carry forwards)</td>
<td>$26,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>One Local Initiative (OLI) Allocation</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>LTP Specific Projects</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>External Funding</td>
<td>$182,414</td>
<td>$0</td>
<td>$20,000</td>
</tr>
<tr>
<td>Kauri Dieback (NETR) Funding</td>
<td>$596,000</td>
<td>$883,000</td>
<td>$182,000</td>
</tr>
</tbody>
</table>
66. The proposed work programme can be accommodated within the available local board budgets. Approval of the work programme does not have significant financial implications, unless projects experience a significant overspend or underspend.

67. Regular updates on the delivery of the programme will be provided to the local board. These updates will identify progress of all projects and potential amendments to the approved programme including changes to budget allocation and timing.

**Ngā raru tūpono me ngā whakamaurutanga**

**Risks and mitigations**

68. Where a work programme activity cannot be completed on time, due to unforeseen circumstances, this will be signalled to the local board at the earliest opportunity. This risk is mitigated by utilising the risk adjusted programme (RAP) to progress those projects identified as ready to proceed under the RAP at the beginning of the financial year.

69. If the proposed Community Facilities work programme is not approved at the business meeting, there is a risk that the proposed projects may not be delivered within the 2020/2021 financial year.

70. The COVID-19 pandemic could have a further negative impact on the delivery local board work programmes if the COVID-19 Alert Level changes (New Zealand’s 4-level Alert System specifies measures to be taken against COVID-19 at each level). The deliverability of some activities will decrease if there is an increase to the COVID-19 Alert Level.

71. Staff believe that the proposed work programme is deliverable within existing resources. Delivery progress will be monitored through the year. Any resourcing challenges arising will be brought to the local board’s attention alongside consideration of implications and options to address challenges.

72. Table 4 shows the identified significant risks associated with activities in the proposed 2020/2021 work programme.

**Table 4: Significant risks and mitigations for activities**

<table>
<thead>
<tr>
<th>ID number</th>
<th>Activity</th>
<th>Risk</th>
<th>Mitigation</th>
<th>Rating after mitigation</th>
</tr>
</thead>
<tbody>
<tr>
<td>24428</td>
<td>Les Waygood Park - refurbish amenity buildings at campground</td>
<td>The risk of flooding at the site is currently being considered and findings and recommendations will be bought to the local board for discussion, and direction sought for the future of the campground.</td>
<td>Prioritise risk analysis reporting to determine next steps for the project.</td>
<td>Medium</td>
</tr>
</tbody>
</table>

**Ngā koringa ā-muri**

**Next steps**

73. Delivery of the activity in the approved work programme will commence once approved and continue until 30 June 2021. Activity progress will be reported to the local board on a quarterly basis.

74. Where the work programme identifies further decisions and milestones for each activity, these will be brought to the local board when appropriate.
Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Waitākere Ranges Community Facilities Build Maintain Renew Work Programme 20_23</td>
<td></td>
</tr>
<tr>
<td>B</td>
<td>Waitākere Ranges Community Leases Work Programme 20_23</td>
<td></td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Helen Biffin - Work Programme Lead</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Rod Sheridan - General Manager Community Facilities</td>
</tr>
<tr>
<td></td>
<td>Glenn Boyd - Relationship Manager Henderson-Massey, Waitākere Ranges, Whau</td>
</tr>
</tbody>
</table>
Te take mō te pūrongo

Purpose of the report

1. To approve the Community Services 2020/2021 Work Programme.

Whakarāpopototanga matua

Executive summary

2. This report presents the local board’s community services work programme and associated budgets for approval for delivery within the 2020/2021 financial year (see Attachment A).

3. The community services work programme includes activities to be delivered by the following departments:
   - Arts, Community and Events
   - Libraries
   - Parks, Sport and Recreation
   - Service, Strategy and Integration.

4. The work programme responds to the following outcomes and objectives that the local board identified in the Waitākere Ranges Local Board Plan 2017:
   - Local communities feel good about where they live
   - People experience local arts and culture and recognise our heritage
   - Our community spaces, parks, sports and recreation facilities meet local needs and are easy to get to.

5. COVID-19 put significant pressure on Auckland Council’s finances. The Emergency Budget 2020/2021 was adopted by the Governing Body in July 2020 (GB/2020/76).

6. While the budget has reduced capital and Asset-Based Services (ABS) operating budgets, Locally Driven Initiatives (LDI) operational funding has not been reduced.

7. The local board provided feedback to staff on the activities it would like to fund in anticipation of its reduced budgets in a series of workshops.

8. The proposed work programme has a total locally driven initiatives (LDI) operational budget value of $976,400, which can be funded from within the local board’s draft locally driven initiatives (LDI) operational budget for the 2020/2021 financial year.

9. ABS budgets were reduced due to the Emergency Budget and specific reductions have been detailed in the Analysis and Advice section of this report. The local board Customer and Community ABS operational budget for 2020/2021 is $5,790,458. This budget is direct operational expenditure only and does not include revenue and excludes depreciation and finance costs if applicable.

10. Identified projects from 2019/2020 LDI budget have been carried forward, where there was an agreed scope and cost which were not delivered. These are shown as separate activity lines in the work programme.

11. Updates on the delivery of this work programme will be provided through the local board’s quarterly performance reports.
Ngā tūtohunga
Recommendation/s

That the Waitākere Ranges Local Board:

a) approve the Community Services 2020/2021 Work Programme 2020/2021 and associated budget (Attachment A to the agenda report).

b) note that activities with locally driven initiatives (LDI) operational budget carried forward from 2019/2020 are included in the Work Programme (Attachment A to the agenda report).

Horopaki
Context

12. Each year, the local board decides which activities to allocate its annual budget toward, through a series of workshops. Local board feedback from these workshops have informed the work programme.

13. The work programme responds to local boards priorities as expressed in its local board plan.

14. The COVID-19 pandemic has exerted considerable pressure on council’s financial position, which has had flow on effects for the budgets available in the 2020/2021 financial year.

15. Given the new financial realities facing Auckland, council has adopted an Emergency Budget 2020/2021.

16. The budget reduced both capital and operating budgets from those anticipated prior to the COVID-19 pandemic. This does not include a reduction of locally driven initiatives (LDI) operational funding.

17. COVID-19 occurred part way through the planning cycle for the development of the 2020/2021 local board work programmes. This led to local boards undertaking a reprioritisation exercise for all proposed activity.

18. Table 1 shows the business objectives and strategic alignment for community services departments. These also guided the development of the work programme.

Table 1: Adopted community-based strategies and plans

<table>
<thead>
<tr>
<th>Department</th>
<th>Business objectives</th>
<th>Strategies and plans</th>
</tr>
</thead>
</table>
| Arts, Community and Events  | Provision of services, programmes, events and facilities that strengthen and connect communities and create a sense of belonging and pride | • Hire Fee Framework  
• Events Policy  
• Toi Whītiki  
• Thriving Communities |
| Libraries                   | Provision of library services and programmes that support Aucklanders with reading and literacy, and opportunities to participate in community and civic life | • Auckland Libraries Strategy 2020 |
| Parks, Sport and Recreation | Provision of services to actively engage Aucklanders to lead healthy lives, connect with nature and value our cultural identity | • Parks and Open Space Strategic Action Plan  
• Sport and Recreation Strategic Action Plan  
• Auckland Growing greener framework |
Tātaritanga me ngā tohutohu
Analysis and advice

19. The proposed work programme is made up of activities continuing from previous financial years, including annually occurring events or projects and ongoing programmes. It also includes new initiatives supported by the local board.

Asset Based Services (ABS) operational activities

20. The Emergency Budget reduced the anticipated Asset-Based Services (ABS) operational budgets across all 21 local boards. This has required a reduction in Asset-Based Services (ABS) operational budgets in the local board’s community venues, libraries and facilities.

21. Staff provided advice about how services delivered from community facilities could be adjusted to achieve the savings of the Emergency Budget. Staff discussed proposed changes at workshops with the local board in July 2020.

22. Proposed changes to community venues, facility programming and opening hours in response to budget constraints are:

Libraries: Glen Eden Library, Titirangi Library

23. Libraries will have no reductions to approved standard opening hours: 104 hours per week across two libraries.

24. Efficiencies will still be required and will be managed across the library network. Analysis of staffing resource vs customer use has shown where efficiencies can be achieved by optimising staffing levels within the local board area.

25. The local programming budget has been reduced. There will be a reduction in the number of external partners coming in to support programming, however, programmes will continue to be run by staff within libraries for 2020/2021.

Locally Driven Initiatives (LDI) operational activities

26. LDI operational activities in the work programme respond to the local board plan and local board feedback. Community services LDI activities are detailed at Attachment A.

27. The proposed work programme has a total LDI operational budget value of $976,400, which can be funded from within the local board’s draft LDI operational budget for the 2020/2021 financial year.

28. The Corporate and Local Board Performance team have identified projects from the LDI operational budget 2019/2020 where there was an agreed scope and cost which were not been delivered. Carry-forwards are expressed as separate activity lines in the work programme.

COVID-19 impacts on the community were considered while developing the work programme

29. Staff acknowledge that our communities have faced significant challenges during the COVID-19 pandemic lock down.

30. In preparing recommendations for the 2020/2021 work programme, a number of COVID-19 related matters have been considered. The 2020/2021 work programme seeks to prioritise activity that responds to these needs:
• newly vulnerable communities
• financial constraints
• accessibility restrictions
• community resilience
• community response and recovery.

**Tauākī whakaaweawe āhuarangi**

**Climate impact statement**

31. Table 2 outlines the activities in the 2020/2021 work programme that have an impact on greenhouse gas emissions or contribute towards climate change adaptation.

<table>
<thead>
<tr>
<th>ID number</th>
<th>Activity name</th>
<th>Climate impact</th>
</tr>
</thead>
</table>
| 43        | Ecological programme: Project Twin Streams community maintenance | Integrating nature into urban environments:  
• Increase in native forest/ urban cooling.  
• Offset carbon emissions.  
• Protect water quality by planting along rivers and coastlines.  
• Improve our living environment.  
• Soil retention, erosion control and flood mitigation and coastal protection.  
• Nitrogen sequestration. |
| 46        | Environmental Volunteers | |

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

**Council group impacts and views**

32. The work programme was developed through a collaborative approach by operational council departments, with each department represented in the integrated team that presented the draft work programme to the local board at a series of workshops.

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

**Local impacts and local board views**

33. The activities in the proposed work programme provide important community services to the people of the local board area. Work programme activities support the outcomes and objectives outlined in the Waitākere Ranges Local Board Plan 2017.

34. They contribute to building strong, healthy, and vibrant communities by providing services and spaces where Aucklanders can participate in a wide range of social, cultural, art and recreational activities.

35. These activities improve lifestyles and a sense of belonging and pride amongst residents.

36. The community services work programme has been considered by the local board in a series of workshops from November 2019 to July 2020. The feedback received from the workshops has informed the proposed work programme.
Tauākī whakaaweawe Māori
Māori impact statement

37. Table 3 outlines the activities in the 2020/2021 work programme that contribute towards the delivery of specific Māori outcomes.

**Table 3: Māori impact assessment of proposed activities**

<table>
<thead>
<tr>
<th>ID number</th>
<th>Activity name</th>
<th>Activity description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1241</td>
<td>Māori Responsiveness: Kaiwhakaawe - Māori broker</td>
<td>Support the Kaiwhakaawe - Māori broker to strengthen relationships with Māori, respond to key aspirations and deliver Māori outcomes. Contribute funding to the Kaiwhakaawe role based at Hoani Waititi Marae.</td>
</tr>
<tr>
<td>1250</td>
<td>Hoani Waititi Marae, Three-year Funding (Year 3)</td>
<td>Fund Hoani Waititi Marae Trust to operate and maintain Hoani Waititi Marae to be open and available for public use. The funding agreement commenced 1 July 2018 and expires 30 June 2021. Operational funding amount to be adjusted annually in accordance with Auckland Council’s agreed inflationary mechanism once confirmed.</td>
</tr>
<tr>
<td>1499</td>
<td>(Libraries) Whakatipu i te reo Māori - we grow the Māori language</td>
<td>Champion and embed te reo Māori in everyday communication. Celebrate and promote te ao Māori through events and programmes including regionally coordinated and promoted programmes: Te Tiriti o Waitangi, Matariki and Te Wiki o te Reo Māori Seek opportunities to engage with local Iwi and mana whenua to collaborate on initiatives.</td>
</tr>
<tr>
<td>2007</td>
<td>Māori Responsiveness: Mana whenua engagement</td>
<td>Support and fund regular operational hui with Te Kawerau Iwi Tribal Authority to strengthen relationships with iwi, respond to key aspirations and deliver Māori outcomes. Support and fund involvement of mana whenua in community-led projects to deliver Māori outcomes in areas of priorities for iwi.</td>
</tr>
<tr>
<td>2260</td>
<td>Te Kete Rukuruku</td>
<td>Māori naming (and associated story telling) of parks and places in partnership with mana whenua to value and promote Auckland’s Māori identity and use of te reo Māori.</td>
</tr>
</tbody>
</table>

38. Karanga Atu! Karanga Mai! relationship approach responds to Māori aspirations and delivers on council's statutory obligations and relationship commitments to Māori. It guides staff to deliver on agreed work programme activities and support the local board to achieve the outcomes in its local board plan.

39. Where aspects of the proposed work programme are anticipated to have a significant interest or impact on activity of importance to Māori then appropriate engagement will be undertaken.
Ngā ritenga ā-pūtea
Financial implications

40. Activities are funded from one or multiple budget sources which include: ABS operational expenditure and LDI operational expenditure.

41. The total community services work programme LDI operational budget for 2020/2021 is $976,400. This budget was unaffected by the Emergency Budget.

42. ABS budgets were reduced due to the Emergency Budget and specific reductions have been detailed in the Analysis and Advice section of this report. The local board Customer and Community ABS operational budget for 2020/2021 is $5,790,458. This budget is direct operational expenditure only and does not include revenue and excludes depreciation and finance costs if applicable.

43. Each activity line has a budget allocation, which covers the delivery for the 2020/2021 period. Where activity lines show a zero-dollar budget, this reflects that the implementation costs are met through staff salary or other funding sources.

44. Where activities are cancelled or no longer required during the financial year, the local board can reallocate the budget to an existing work programme activity or to create a new activity.

45. Project where budget has been carried-forward from 2019/2020 are shown expressed as separate activity lines in the work programme.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations

46. The COVID-19 pandemic could have a further negative impact on the delivery local board work programmes if the COVID-19 Alert Level changes. New Zealand’s 4-level Alert System specifies measures to be taken against COVID-19 at each level.

47. The deliverability of some activities will decrease if there is an increase to the COVID-19 Alert Level. Some activities can be adapted to be delivered at different COVID-19 Alert Levels.

48. Resourcing of the work programmes is based on current staff capacity within departments. If changes to staff capacity have an impact on work programme delivery, this will be signalled to the local board at the earliest opportunity.

49. The key risks for activities that are managed through the work programme are non-delivery, time delays and budget overspend.

50. Where a work programme activity cannot be completed on time, due to unforeseen circumstances, this will be signalled to the local board at the earliest opportunity.

51. As the work programme includes ongoing activity and annually occurring events or projects, the associated risks have been identified and managed in previous years. Additional risk management for these activities is ongoing and can be reported quarterly.

52. Risks and mitigations for new activity lines were considered during the scoping phase. There may be risks associated with trialling a new activity for the first year. These will be continually assessed and reported to the local board through quarterly reporting when required.

Ngā koringa ā-muri
Next steps

53. Delivery of the activity in the approved work programme will commence once approved and continue until 30 June 2021. Activity progress will be reported to the local board on a quarterly basis.

54. Where the work programme identifies further decisions and milestones for each activity, these will be brought to the local board when appropriate.
**Ngā tāpirihanga**

**Attachments**

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Waitākere Ranges Community services work programme 2020/2021</td>
<td></td>
</tr>
</tbody>
</table>

**Ngā kaihaina**

**Signatories**

<table>
<thead>
<tr>
<th>Authors</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Graham Bodman - General Manager Arts, Community and Events</td>
<td>Mirla Edmundson - General Manager Libraries &amp; Information</td>
</tr>
<tr>
<td>Mace Ward - General Manager Parks, Sports and Recreation</td>
<td>Justine Haves - General Manager Service Strategy and Integration</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Authorisers</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Claudia Wyss - Director Customer and Community Services</td>
<td>Glenn Boyd - Relationship Manager Henderson-Massey, Waitākere Ranges, Whau</td>
</tr>
</tbody>
</table>
Te take mō te pūrongo
Purpose of the report
1. To approve the Waitākere Ranges Local Board’s environment work programme 2020/2021.
2. To renew the funding agreement between EcoMatters Environment Trust and the Waitākere Ranges Local Board (the board) for a three-year period, until 30 June 2023.

Whakarāpopototanga matua
Executive summary
3. This report presents the board’s environment work programme and associated budgets for approval for delivery within the 2020/2021 financial year (see Attachment A).
4. The work programme responds to ‘our unique natural habitats are protected and enhanced’, an outcome in the Waitākere Ranges Local Board Plan 2017.
5. The COVID-19 pandemic has exerted considerable pressure on the council’s financial position. In July 2020, the Governing Body adopted the council’s Emergency Budget 2020/2021, which has reduced both capital and operating budgets. However, locally driven initiatives (LDI) operational funding has not been reduced.
6. The board provided feedback to Infrastructure and Environmental Services staff on the projects it would like to fund in a series of workshops. The board indicated its support for the following projects, with budgets as listed below:
   • Coastal and marine project - shorebirds survey - $12,850
   • Kerbside recycling collection for commercial premises in Piha - $5,150
   • Manukau Harbour Forum - $1,750
   • South Titirangi community weed control - $15,000
   • Waitākere Ranges community restoration - $75,000
   • Waitākere weed action project - $100,000
   • EcoMatters Environment Trust funding - $103,750.

7. The board indicated its support for renewing the three-year EcoMatters funding agreement, ending 30 June 2023. This agreement will provide more opportunities for the community organisation to plan for the future, and to ensure sufficient staffing to deliver the agreed work programmes.
8. The renewed funding agreement of $103,750 per annum, adjusted annually for inflation, would run until 30 June 2023, covering the 2020/2021, 2021/2022, and 2022/2023 financial years.
9. Year one of the EcoMatters funding agreement will involve the following initiatives, totalling $103,750:
    • Community nurseries - $10,550
    • EcoFest West festival - $10,600
    • EcoMatters environment centre and sustainability hub - $37,050
    • Healthy homes on a budget (Project HomeWise) - $5,300
Approval of the Waitākere Ranges Local Board Environment 2020/2021 Work Programme

- Love your neighbourhood - $10,600
- Love your place awards - $5,300
- War on weeds - $24,350.

10. The standard performance and exit clauses will be part of the EcoMatters funding agreement to ensure that the board retains maximum flexibility to respond to the changing needs of its communities, and ensure that the agreement does not constrain the decision-making options of the board elected in the next political term.

11. The proposed work programme has a total value of $313,500, which can be funded from within the board’s draft locally driven initiatives (LDI) budget for the 2020/2021 financial year.

12. In addition to these projects, $4,730 has been carried forward from the board’s 2019/2020 Manukau Harbour Forum budget to the 2020/2021 financial year. This budget experienced delays in 2019/2020 due to COVID-19. The board also has $680,000 of asset-based services operational budget for the continuation of the septic tank pumpout programme.

13. Updates on the delivery of this work programme will be provided through the board’s quarterly performance reports.

Ngā tūtohunga
Recommendations

That the Waitākere Ranges Local Board:

a) approve its environment work programme 2020/2021 (Attachment A to the agenda report) including associated budget as summarised in the table below:

<table>
<thead>
<tr>
<th>Activity name</th>
<th>2020/2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coastal and Marine Project - Shorebirds Survey</td>
<td>$12,850</td>
</tr>
<tr>
<td>Kerbside recycling collection for commercial premises in Piha</td>
<td>$5,150</td>
</tr>
<tr>
<td>Manukau Harbour Forum</td>
<td>$1,750</td>
</tr>
<tr>
<td>South Titirangi Community Weed Control</td>
<td>$15,000</td>
</tr>
<tr>
<td>Waitākere Ranges Community Restoration</td>
<td>$75,000</td>
</tr>
<tr>
<td>Waitākere Weed Action Project</td>
<td>$100,000</td>
</tr>
<tr>
<td>EcoMatters Environment Trust funding</td>
<td>$103,750</td>
</tr>
<tr>
<td>Total</td>
<td>$313,500</td>
</tr>
</tbody>
</table>

b) approve the renewal of a three-year funding agreement with EcoMatters (ending 30 June 2023) noting that with the funding of $103,750, EcoMatters Environment Trust will deliver the following projects in the 2020/2021 financial year:

i) Community nurseries - $10,550
ii) EcoFest West festival - $10,600
iii) EcoMatters environment centre and sustainability hub - $37,050
iv) Healthy homes on a budget (Project HomeWise) - $5,300
v) Love your neighbourhood - $10,600
vi) Love your place awards - $5,300
vii) War on weeds - $24,350.

c) note the allocation of $680,000 asset-based services operational budget towards the
septic tank pumpout programme in the 2020/2021 financial year.

d) note that $4,370 of locally driven initiatives budget has been carried forward for the
2019/2020 Manukau Harbour Forum work programme, for completion as part of the
attached work programme in 2020/2021.

Horopaki
Context
14. Each year, the local board decides which activities to allocate its annual budget toward,
through a series of workshops. The local board feedback in these workshops have informed
the work programme.

15. The COVID-19 pandemic has exerted considerable pressure on the council’s financial
position, which has had flow on effects for budgets available in the 2020/2021 financial year.
Given the new financial realities facing Auckland, the council has adopted an Emergency
Budget 2020/2021, which has reduced both capital and operating budgets from those
anticipated prior to the COVID-19 pandemic. However, this does not include a reduction of
locally driven initiatives (LDI) operational funding.

16. The COVID-19 pandemic occurred part way through the planning cycle for the development
of the 2020/2021 local board work programmes. This led to local boards undertaking a
reprioritisation exercise for all proposed activity.

17. The work programme responds to the outcomes and objectives that the local board
identified in the Waitākere Ranges Local Board Plan 2017. The specific outcome that are
reflected in the work programme is our unique natural habitats are protected and enhanced'

Tātaritanga me ngā tohutohu
Analysis and advice
19. The proposed work programme is made up of activities continuing from previous financial
years, including annually occurring events and ongoing programmes. It also includes new
initiatives supported by the local board.

20. The proposed activities for delivery as part of the board’s environment work programme
2020/2021 are detailed below. See Attachment A for further detail.

Coastal and marine project - shorebirds survey – $12,850

21. To achieve the local board plan objective ‘our marine and coastal environments are
protected’, the board has indicated that it would like to continue funding a coastal and
marine project in the 2020/2021 financial year.

22. The board provided $15,000 towards sea and shorebird surveying in 2019/2020, as a project
giving effect to the Big Blue Waitākere report the board funded in the 2016/2017 financial
year.

23. Staff recommend that the board allocate $12,850 of its locally driven initiatives operational
budget towards shorebird surveying in the 2020/2021 financial year. This budget will be
used to continue the seabird and shorebird survey undertaken in 2018/2019 and 2019/2020.
The continued surveying will ensure a representative area shorebird habitat has been
surveyed and that breeding success can have detailed monitoring.

24. In previous years seabirds were also surveyed as part of this project using a specialist
seabird dog. Surveying of seabirds have been completed, and options for further seabird
work will be explored for future years.
Kerbside recycling collection for commercial premises in Piha – $5,150

25. To achieve the local board plan objective ‘our visitors and residents make every day sustainable living choices’, the board has indicated that it would like to continue funding a kerbside recycling collection for commercial hospitality premises in Piha for the 2020/2021 financial year.

26. The local board funded this project for the first time in 2019/2020 for $3,500. The work undertaken ensured that all commercial hospitality businesses could obtain additional recycling bins to meet their volume needs as funded by the local board.

27. This project will continue to ensure that the Piha business community has access to a recycling service, which will support waste minimisation as plastics, glass and paper are diverted from landfills.

Manukau Harbour Forum – $1,750

28. To achieve the local board plan objective to ‘our marine and coastal environments are protected’, the board has indicated that it would like to continue to fund the Manukau Harbour Forum in the 2020/2021 financial year. The board is one of nine local boards who make up the Manukau Harbour Forum (Franklin, Māngere-Ōtāhuhu, Manurewa, Maungakiekie-Tāmaki, Ōtara-Papatoetoe, Papakura, Pukepōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpōpọ
• improve biodiversity through reducing pest plant numbers
• support the South Titirangi Neighbourhood Network with their pest free goals
• provide an opportunity to raise awareness about native biodiversity and educate residents on the importance of doing their part to protect the environment.

Waitākere Ranges community restoration – $75,000

35. To achieve the local board plan objective ‘animal pests and weeds are controlled long-term, and the fight against kauri dieback continued’, the board has indicated that it would like to continue to fund a community-based ecological restoration coordinator in the 2020/2021 financial year.

36. In 2019/2020 the local board provided $75,000 for this project which enabled the appointment of a coordinator in March 2020.

37. Funding in the 2020/2021 financial year will enable the coordinator to continue resourcing, aligning and connecting community ecological restoration efforts across the Waitākere Ranges. This will include working with staff in Environmental Services, Community Facilities and Community Services to help align council and community restoration activities.

38. This project will provide the following benefits in the 2020/2021 financial year:
• community groups, landowners and schools supported and enabled to lead and undertake ecological restoration
• the protection of local native biodiversity through pest animal and pest plant control
• enhancing native habitat through native tree planting, and planting native shrubs to add structure and resilience to coastal native forest
• protecting and enhancing ecosystems to provide safe and connected refuge for native wildlife.

Waitākere weed action project (Our Backyard) – $100,000

39. To achieve the local board plan objective ‘animal pests and weeds are controlled long-term’, the board has indicated that it would like to continue to fund the Waitākere weed action project in the 2020/2021 financial year.

40. This is a Waitākere Local Board-initiated weed management initiative with a focus on invasive weeds on privately-owned properties in Huia, Karekare and Piha. The project aims to reduce the volume and spread specifically of wild ginger, moth plant, woolly nightshade and rhamnus in ecologically significant areas of the Waitākere Ranges Local Board area. It also contributes towards a behaviour change where all of the community understands that they have a shared responsibility to manage environmental weeds in the Waitākere Ranges Heritage Area.

41. The board has allocated funding towards this project each year since 2014/2015, most recently with an allocation of $100,000 in the 2019/2020 financial year. The natural environment targeted rate provided an additional $100,000 towards this programme in 2019/2020.

42. Staff recommend that the board allocate $100,000 of its locally driven initiatives operational budget towards the continuation of this project in 2020/2021. Regional funding will match this up to the value of an additional $100,000.

43. The programme for the 2020/2021 financial year will continue within the current areas (Huia, Karekare and Piha), and engagement will commence in Anawhata and Parau.

EcoMatters Environment Trust funding – $103,750

44. To achieve the local board plan objective ‘our visitors and residents make every day sustainable living choices’, staff recommend that the board renews its three-year funding
agreement with EcoMatters Environment Trust. This will enable the trust to continue delivering a number of environmental projects in the Waitākere Ranges Local Board area.

45. The board approved a funding agreement for EcoMatters of $103,000 per annum for the 2017/2018, 2018/2019 and 2019/2020 financial years, adjusted annually in accordance with Council’s agreed inflationary mechanism (resolution WTK/2017/77). The renewed funding agreement of $103,750 per annum, adjusted annually for inflation, would run until 30 June 2023, covering the 2020/2021, 2021/2022, and 2022/2023 financial years.

46. EcoMatters has demonstrated good stewardship of funding, stable practice and is performing well. In addition, the community organisation has secured funding from a number of other agencies, including the Ministry for the Environment and Watercare, for delivery of environmental initiatives, which provides further confidence in its capabilities and longevity.

47. The funding agreement will be negotiated subject to standard performance and exit clauses to ensure that the board retains maximum flexibility to respond to the changing needs of its communities, and to ensure that the agreement does not constrain the decision-making options of the board elected in the next political term.

48. For the 2020/2021 financial year the funding amount has a total of $103,750. The projects proposed for delivery for the 2020/2021 financial year are listed in Table 1 below, with a brief description and the key deliverables the trust will provide through these projects. Projects for 2021/2022 and 2022/2023 will be agreed as part of annual local environment work programmes.

### Table 1. Key deliverables for projects delivered by EcoMatters Environment Trust

<table>
<thead>
<tr>
<th>Description of Project</th>
<th>Deliverables for 2020/2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community nurseries ($10,550)</td>
<td>• A minimum of 2,500 native plants will be germinated and potted for future planting</td>
</tr>
<tr>
<td>Establishment of community nurseries is supported, and advice is provided to the community on how best to establish and maintain these.</td>
<td>• A minimum of 2,000 native plants will be available for community planting projects within the Waitākere Ranges Local Board area (plants generated from this initiative in the 2019/2020 financial year)</td>
</tr>
<tr>
<td></td>
<td>• Provision of nursery advice to community groups and interested parties to assist projects to establish new nurseries.</td>
</tr>
<tr>
<td>EcoFest West Festival ($10,600)</td>
<td>• This funding will support the community-based environmental festival with access to free public events that provide information and practical ideas for making sustainable living choices</td>
</tr>
<tr>
<td>Funding to support the running of the EcoWest festival held in west Auckland which will run from March-April 2021.</td>
<td>• The festival will be marketed to businesses, institutions and community groups acknowledging Waitākere Ranges Local Board’s funding</td>
</tr>
<tr>
<td></td>
<td>• A minimum of 30 events will be held in the Waitākere Ranges Local Board area.</td>
</tr>
<tr>
<td>EcoMatters Environment Centre and Sustainability Hub ($37,050)</td>
<td>• The centre will be open for at least 30 hours per week, providing a free or affordable meeting space to environmentally focused community groups</td>
</tr>
<tr>
<td>Funding will support the management, operation, and promotion of the EcoMatters Environment Centre and associated education programmes.</td>
<td>• The Waitākere Ranges Local Board’s support will be acknowledged at public events, in press releases, on signage and flyers, in accordance with the council’s media policy and brand and style guidelines.</td>
</tr>
</tbody>
</table>
### Item 16

#### Description of Project

**Healthy homes on a budget - Project HomeWise ($5,300)**  
Workshops targeted at ethnic and faith-based communities, and vulnerable households on topics around sustainable living and reduction of their ecological footprints.

- A minimum of three workshops will be delivered in the 2020/2021 financial year
- Ethnic and faith-based communities and vulnerable households within the Waitākere Ranges Local Board Area will have the skills, knowledge and resources to make positive choices for sustainable living and reduction of their ecological footprint.

**Love your neighbourhood ($10,600)**  
Rapid response assistance of up to $500 in value to support volunteer-driven practical environmental initiatives (such as clean-ups, restoration, community planting and food growing). Not-for-profit preschools can also apply for this assistance.

- The mechanism for requesting assistance will be published on the EcoMatters website from September 2020
- Love Your Neighbourhood assistance will be promoted in conjunction with the EcoWest Festival (February to April 2021)
- Details of the initiatives supported will be reported to the board on a quarterly basis.

**Love your place awards ($5,300)**  
Funding to support biennial environmental champion recognition awards that will specifically be for board constituents. The awards will recognise volunteer work in the environment.

- The awards event will be held in September 2020
- Local board support will be acknowledged in press releases, on signage and flyers, in accordance with council’s brand and style guidelines.

**War on Weeds ($24,350)**  
A campaign to be run during the month of March 2021, where jumbo bins are provided at key sites in the local board area for communities to dispose of weeds.

- Weed bins will be continuously available at key locations in Waitākere Ranges throughout March 2021
- Bin sites agreed and promoted in targeted media in February 2021
- Information billboards will be installed at bin sites for one week leading up to the event, and for the four-week duration of the event.

### Activities carried forward from 2019/2020

49. Staff recommend that three-year funding agreements are established between EcoMatters and each of the Henderson-Massey, Waitākere Ranges and Whau Local Boards. While a common approach to establishing the term of the funding agreements with this community partner is advisable, it is not essential, as each board can determine the duration of its individual funding agreement with EcoMatters.

50. To support the continuation of the Manukau Harbour Forum’s work programme, $4,730 of the local board’s funding has been carried forward from 2019/2020 to the 2020/2021 financial year. The forum’s work programme was not fully completed in 2019/2020 due to COVID-19 restrictions.
Table 2 outlines the activities in the 2020/2021 work programme that have an impact on greenhouse gas emissions or contribute towards climate change adaptation.

### Table 2: Climate impact assessment of proposed activities

<table>
<thead>
<tr>
<th>Activity name</th>
<th>Climate impact</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Coastal and marine project</strong></td>
<td>This project will not facilitate any reduction of carbon emissions. Understanding coastal bird behaviour and habitat use may assist in finding ways to help the birds be more resilient to climate change.</td>
</tr>
<tr>
<td><strong>Kerbside recycling collection for commercial premises in Piha</strong></td>
<td>The contribution of waste to overall greenhouse gas emissions in the Auckland region is approximately 3.1 per cent as per the Auckland Greenhouse Gas Inventory to 2016. The largest source of emissions within the waste sector in Aotearoa New Zealand is solid waste disposal to landfill. By providing increased opportunities for businesses who produce high waste volumes to divert materials from landfill, this project will assist in reducing a proportion of these waste-related emissions.</td>
</tr>
<tr>
<td><strong>Manukau Harbour Forum</strong></td>
<td>This project will provide resilience to the community by ensuring waterways and the marine environment are protected and enhanced. Freshwater and marine ecosystems provide many ecosystem services such as flood mitigation, habitat for native biodiversity and carbon sequestration. These services are enhanced when the ecosystems are restored.</td>
</tr>
<tr>
<td><strong>Waitākere weed action project and South Titirangi community weed control</strong></td>
<td>The project will contribute to the survival and regeneration of native vegetation through suppression of pests, which will support the sequestration of carbon.</td>
</tr>
<tr>
<td><strong>Waitākere Ranges community restoration</strong></td>
<td>Supporting and encouraging groups with conservation activity in the Waitākere Ranges will contribute to the survival and regeneration of native vegetation, consequently aiding carbon sequestration.</td>
</tr>
<tr>
<td><strong>EcoMatters Environment Trust funding</strong></td>
<td>EcoMatters initiatives respond to Auckland Council’s climate emergency declaration and commitments to address climate change by supporting and enabling community climate action. Projects aim to reduce carbon emissions and increase community resilience to climate impacts, using currently available solutions for immediate progress. Community climate action involves local residents reducing or responding to climate change in personal lifestyle or local community-based ways, creating new social norms.</td>
</tr>
</tbody>
</table>

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

52. The work programme was developed through a collaborative approach by operational council departments, with each department represented in the integrated team that presented the draft work programme to the local board at a series of workshops. The Waitākere Ranges community restoration coordinator role specifically involves working with
staff in Environmental Services, Community Facilities and Community Services to help align council and community restoration activities.

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

53. The projects proposed for inclusion in the board’s environment work programme will have positive environmental outcomes across the Waitākere Ranges Local Board area. Particular focus areas for the 2020/2021 work programme include the Manukau Harbour, South Titirangi, Piha, Huia, Karekare, and the wider Waitākere Ranges Heritage area.

54. The projects noted above align with the local board plan outcome ‘our unique natural habitats are protected and enhanced’. The proposed environment work programme has been considered by the local board in a series of workshops from November 2019 to July 2020. The views expressed by local board members during the workshops have informed the recommended work programme.

Tauākī whakaaweawe Māori
Māori impact statement

55. It is recognised that environmental management, water quality and land management have integral links with the mauri of the environment and concepts of kaitiakitanga.

56. Table 3 outlines the activities in the 2020/2021 work programme that contribute towards the delivery of specific Māori outcomes.

Table 3: Māori impact assessment of proposed activities

<table>
<thead>
<tr>
<th>Activity name</th>
<th>Māori impact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coastal and marine project - shorebirds survey</td>
<td>It is recognised that improving the health and mauri of marine and coastal areas is of key importance to mana whenua in their role as kaitiaki of Auckland’s natural environment. While there is no direct engagement with mana whenua planned these projects, the results of the surveys will be provided to mana whenua once available.</td>
</tr>
<tr>
<td>Kerbside recycling collection for commercial premises in Piha</td>
<td>Consultation was undertaken with mana whenua and mataawaka for the 2018 Waste Management and Minimisation Plan, and this proposal is in line with waste minimisation aspirations noted by Māori throughout this process.</td>
</tr>
<tr>
<td>Manukau Harbour Forum</td>
<td>Mana whenua have expressed particular interest in improving Te Manukanuka o Hoturoa (the Manukau Harbour). In May 2019, the Manukau Harbour Forum members indicated that they would like to fund mana whenua engagement and support. This is proposed to occur in the 2020/2021 financial year, led by the coordinator.</td>
</tr>
<tr>
<td>Waitākere Ranges Community Restoration</td>
<td>Mana whenua will be included in the coordination aspects of this work and invited to contribute as they see fit with the facilitation. The coordinator will also seek opportunities to incorporate mātauranga Māori into the messaging and education programme and will work alongside mana whenua to deliver aspects of the coordinator’s work programme where possible.</td>
</tr>
<tr>
<td>EcoMatters Environment Trust funding</td>
<td>The funding provided by the local board to EcoMatters has an impact on Māori wellbeing and building capacity for Māori. EcoMatters regularly hold traditional Māori weaving workshops as part of their seminar and workshop education programme. There is potential for Healthy homes on a budget to contribute</td>
</tr>
</tbody>
</table>
Approval of the Waitākere Ranges Local Board Environment 2020/2021 Work Programme

## Activity name | Māori impact
---|---
| to Māori well-being through educating Māori groups about energy, water and waste, which may result in financial savings and home livability improvements.

57. Where aspects of the proposed work programme are anticipated to have a significant impact on activity of importance to Māori then appropriate engagement will be undertaken.

### Ngā ritenga ā-pūtea

#### Financial implications

58. The proposed environment work programme budget for 2020/2021 is $313,500 of the boards locally driven initiatives (LDI) operational budget. This amount can be accommodated within the board’s total draft budget for 2020/2021.

59. The attached work programme also includes a $4,730 LDI carry forward for the continuation of the Manukau Harbour Forum’s 2019/2020 work programme.

### Ngā raru tūpono me ngā whakamaurutanga

#### Risks and mitigations

60. The COVID-19 pandemic could have a further negative impact on the delivery local board work programmes if the COVID-19 Alert Level changes (New Zealand’s 4-level Alert System specifies measures to be taken against COVID-19 at each level). The deliverability of some activities will decrease if there is an increase to the COVID-19 Alert Level.

61. Table 4 shows the identified significant risks associated with activities in the proposed 2020/2021 work programme.

### Table 4: Significant risks and mitigations for activities

<table>
<thead>
<tr>
<th>Activity name</th>
<th>Risk</th>
<th>Mitigation</th>
<th>Rating after mitigation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coastal and marine project - shorebirds survey</td>
<td>If the current contractor is not available it may be difficult to find someone with the same level of skills, particularly for the same cost.</td>
<td>The contractor has indicated a willingness to continue survey work if the project is funded.</td>
<td>Low</td>
</tr>
<tr>
<td>Kerbside recycling collection for commercial premises in Piha</td>
<td>Existing recycling collection contracts for west Auckland are pay-per-lift, therefore no contract variation will be required to deliver this project. However, this project is reliant on business owners providing up to date information on bin numbers.</td>
<td>The Waste Solutions team have well established communication lines with the contractor and local businesses ensuring bin numbers are updated.</td>
<td>Low</td>
</tr>
<tr>
<td>Activity name</td>
<td>Risk</td>
<td>Mitigation</td>
<td>Rating after mitigation</td>
</tr>
<tr>
<td>-------------------------------</td>
<td>----------------------------------------------------------------------------------------------------------------------------------------</td>
<td>-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>------------------------</td>
</tr>
<tr>
<td>Manukau Harbour Forum</td>
<td>This project is dependent on the sourcing of a suitable contractor to coordinate the forum. Low attendance of the forum would mean that coordinator hours do not achieve value for money in times spent organising meetings and activities. There is a risk that the makeup and direction of the forum may change pending discussions with the Environment and Climate Change Committee on the forum.</td>
<td>A coordinator is currently contracted for quarter one 2020/2021. This coordinator has indicated that they could continue to support the forum for the remainder of the financial year, subject to the forum’s agreement to continue to fund this role. Staff will schedule bimonthly meetings well in advance to ensure members can prioritise attendance. The current work programme of the forum will be a consideration of any recommendations around the makeup and or direction of the forum and or Manukau Harbour investment. The forum coordinator is currently undertaking a stocktake of all of the work being undertaken in the Manukau Harbour catchments which can be used to inform future decision making. Funding will still be required for the Youth Sustainability Wānanga and therefore this budget will still be able to be spent.</td>
<td>Low</td>
</tr>
<tr>
<td>South Titirangi community weed control</td>
<td>Contractors will undertake work where terrain is steep and prone to erosion, so health and safety could be an issue.</td>
<td>All contractors will submit full health and safety reports prior to undertaking any work and will be certified to undertake such work. Work will not proceed if risks are too high.</td>
<td>Low</td>
</tr>
<tr>
<td>Waitākere Ranges community restoration</td>
<td>This project is dependent on landowner and community support and willingness to undertake restoration action. There is a low risk that the coordinator is unwilling to renew their contract, in which case the role would have to be advertised.</td>
<td>Coordinator engagement with communities to date has been positive. The contractor has expressed a willingness to renew the contract if funding is continued.</td>
<td>Low</td>
</tr>
</tbody>
</table>
Activity name | Risk | Mitigation | Rating after mitigation
---|---|---|---
Waitākere weed action project | Landowners have been required to control woolly nightshade, moth plant and ginger under the current Regional Pest Management Strategy for over a decade. The incoming Regional Pest Management Plan will extend landowner responsibilities to also include control of climbing asparagus, bushy asparagus, and rhamnus. The new rules cannot be implemented until the park being buffered is under active management. Where climbing asparagus or bushy asparagus forms carpets or curtains, Council is also responsible for undertaking initial control prior to enforcement on a landowner. The potential for enforcement at a later date may, cause concern for some within the community. | As the primary focus of this project is to increase landowner awareness of pest plants and enable removal, initial discussions with landowners will not be focused on enforcement. These communications may be aligned in future years. | Low

EcoMatters Environment Trust funding | EcoMatters initiatives are dependent on longstanding partnerships with three local boards (Henderson-Massey, Waitākere Ranges and Whau). Funding for the EcoMatters Environment Centre and Sustainability Hub underpins ongoing operations and the ability of EcoMatters to deliver this and other projects. | All three local boards have expressed a willingness to continue funding the EcoMatters Environment Centre and Sustainability Hub in 2020/2021, which will ensure continuity of the local board initiatives. | Low

62. Resourcing of the proposed work programme is based on current staff capacity within departments. If changes to staff capacity have an impact on work programme delivery, this will be signalled to the local board at the earliest opportunity. Staff will also signal if any other unforeseen circumstances may impact on the delivery of the activities outlined in this report, alongside options to address such challenges.

Ngā koringa ā-muri

Next steps

63. Delivery of the activity in the approved work programme will commence once approved and continue until 30 June 2021. Activity progress will be reported to the local board on a quarterly basis.
64. Where the work programme identifies further decisions and milestones for each activity, these will be brought to the local board when appropriate.

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Waitākere Ranges IES Work Programme 2020 2021</td>
<td></td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Nick FitzHerbert - Relationship Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Barry Potter - Director Infrastructure and Environmental Services</td>
</tr>
<tr>
<td></td>
<td>Glenn Boyd - Relationship Manager Henderson-Massey, Waitākere Ranges, Whau</td>
</tr>
</tbody>
</table>
Approval of the Waitākere Ranges Local Board Youth Connections 2020/2021 Work Programme

File No.: CP2020/10974

Te take mō te pūrongo
Purpose of the report
1. To approve the Waitākere Ranges Local Board Youth Connections work programme 2020/2021.

Whakarāpopototanga matua
Executive summary
2. This report presents the board’s Youth Connections work programme and associated budgets for approval for delivery within the 2020/2021 financial year (see Attachment A).
3. The work programme responds to the following outcomes and objectives that the local board identified in the Waitākere Ranges Local Board Plan 2017:
   • Local communities feel good about where they live
4. The COVID-19 pandemic has exerted considerable pressure on Auckland Council’s (council’s) financial position. In July 2020, the Governing Body adopted the council’s Emergency Budget 2020/2021, which has reduced both capital and operating budgets. However, locally driven initiatives (LDI) operational funding has not been reduced.
5. The Waitākere Ranges Local Board (local board) provided feedback to staff on the projects it would like to fund in a series of workshops. The board indicated its support for the following projects, with budgets as listed below:
   • Entrepreneurial pathways - $10,000
   • Not Employment, Education or Training (NEETs) prevention - $10,000
6. The proposed work programme has a total value of $20,000, which can be funded from within the board’s draft locally driven initiatives (LDI) budget for the 2020/2021 financial year.
7. Updates on the delivery of this work programme will be provided through the board’s quarterly performance reports.

Ngā tūtohunga
Recommendation/s
That the Waitākere Ranges Local Board:

a) approve the Youth Connections work programme 2020/2021 (Attachment A to the agenda report)

b) note that the following activities not completed in 2019/2020 have been carried forward into the 2020/2021 financial year and are included in this work programme.
   • Te Kura Kaupapa o Hoani Waititi Marae - $20,000
   • NEETs prevention - $6,000
Horopaki

Context

8. Each year, the local board decides which activities to allocate its annual budget toward, through a series of workshops. The local board feedback in these workshops have informed the work programme.

9. The COVID-19 pandemic has exerted considerable pressure on the council’s financial position, which has had flow on effects for the budgets available in the 2020/2021 financial year. Given the new financial realities facing Auckland, the council has adopted an Emergency Budget 2020/2021, which has reduced both capital and operating budgets from those anticipated prior to the COVID-19 pandemic. However, this does not include a reduction of locally driven initiatives (LDI) operational funding.

10. The COVID-19 pandemic occurred part way through the planning cycle for the development of the 2020/2021 local board work programmes. This led to local boards undertaking a reprioritisation exercise for all proposed activity.

11. The work programme responds to the outcomes and objectives that the local board identified in the Waitākere Ranges Local Board Plan 2017. The specific outcome that are reflected in the work programme is:
   - Local communities feel good about where they live

Tātaritanga me ngā tohutohu

Analysis and advice

12. The proposed activities for delivery as part of the board’s Youth Connections work programme 2020/2021 are detailed below. See Attachment A for further detail.

Enterprise pathways - $10,000

13. Build a network of enterprise support and training programmes to empower rangatahi to build their own business. Creating economic attachment opportunities as well as transferable skills.

NEETs prevention - $10,000

14. Provide young people and their whānau opportunities to learn technology and financial literacy. While helping young people by providing opportunities to earn money and secure small projects themselves.

Activities carried forward from 2019/2020

15. The Corporate and Local Board Performance team have identified projects from the Waitākere Ranges Local Board locally driven initiatives (LDI) operational budget 2019/2020 where there was an agreed scope and cost which were not been delivered. These projects total $26,000.

16. Table 1 outlines the activities and budgets that have been confirmed as part of the Emergency Budget, which have been added to the work programme to be delivered in 2020/2021.

Table 1: Activities with LDI operational budget carried forward from 2019/2020

<table>
<thead>
<tr>
<th>Activity name</th>
<th>Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>NEETs Prevention</td>
<td>$6,000</td>
</tr>
<tr>
<td>Support employment skills development and vocational pathways and it's reporting</td>
<td>$20,000</td>
</tr>
</tbody>
</table>
Tauākī whakaaweawe āhuarangi
Climate impact statement
17. The proposed work programme does not significantly impact on greenhouse gas emissions or contribute towards adapting to the impacts of climate change.

Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera Council group impacts and views
18. The work programme was developed through a collaborative approach by operational council departments, with each department represented in the integrated team that presented the draft work programme to the local board at a series of workshops.

Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe
Local impacts and local board views
19. The proposed Youth Connections work programme has been considered by the local board in a series of workshops from November 2019 to July 2020. The views expressed by local board members during the workshops have informed the recommended work programme.
20. The activities in the proposed work programme align with the Waitākere Ranges Local Board Plan 2017 outcomes.

Tauākī whakaaweawe Māori
Māori impact statement
21. Table 2 outlines the activities in the 2020/2021 work programme that contribute towards the delivery of specific Māori outcomes.

Table 2: Māori impact assessment of proposed activities

<table>
<thead>
<tr>
<th>Activity name</th>
<th>Māori impact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enterprise pathways</td>
<td>Opportunity for rangatahi to learn enterprise skills and attach to local economy.</td>
</tr>
<tr>
<td>NEETs Prevention</td>
<td>Provide engagement opportunities coupled with financial literacy and attachment to local economy.</td>
</tr>
</tbody>
</table>

22. Where aspects of the proposed work programme are anticipated to have a significant impact on activity of importance to Māori then appropriate engagement will be undertaken.

Ngā ritenga ā-pūtea
Financial implications
23. The proposed Youth Connections work programme budget for 2020/2021 is $20,000 of the boards locally driven initiatives (LDI) operational budget. This amount can be accommodated within the board’s total draft budget for 2020/2021.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations
24. The COVID-19 pandemic could have a further negative impact on the delivery local board work programmes if the COVID-19 Alert Level changes (New Zealand’s 4-level Alert System specifies measures to be taken against COVID-19 at each level). The deliverability of some activities will decrease if there is an increase to the COVID-19 Alert Level.
25. Table 3 shows the identified significant risks associated with activities in the proposed 2020/2021 work programme.
Table 3: Significant risks and mitigations for activities

<table>
<thead>
<tr>
<th>Activity name</th>
<th>Risk</th>
<th>Mitigation</th>
<th>Rating after mitigation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enterprise pathways</td>
<td>COVID-19 effects on being able to deliver the training and employment opportunities.</td>
<td>Online training and online trading can take place. Depending on the availability of device and connection.</td>
<td>low</td>
</tr>
<tr>
<td>NEETs prevention</td>
<td>COVID-19 may affect the delivery.</td>
<td>Online training and engagement can be achieved. Depending on the availability of device and connection.</td>
<td>low</td>
</tr>
</tbody>
</table>

26. Where a work programme activity cannot be completed on time or to budget, due to unforeseen circumstances, this will be signalled to the local board at the earliest opportunity.

Ngā koringa ā-muri

Next steps

27. Delivery of the activity in the approved work programme will commence once approved and continue until 30 June 2021. Activity progress will be reported to the local board on a quarterly basis.

28. Where the work programme identifies further decisions and milestones for each activity, these will be brought to the local board when appropriate.

Ngā tāpirihanga

Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>27 August 2020, Waitākere Ranges Local Board, The Western Initiative Work Programme 2020/2021</td>
<td></td>
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Ngā kaihaina

Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Dhaya Haran, Specialist Advisor – Youth Employment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Sue Travaglia, Manager – Shared Prosperity, The Southern Initiative/The Western Initiative</td>
</tr>
<tr>
<td></td>
<td>Glenn Boyd - Relationship Manager Henderson-Massey, Waitākere Ranges, Whau</td>
</tr>
</tbody>
</table>
Te take mō te pūrongo
Purpose of the report
1. To provide an update to the Waitākere Ranges Local Board on transport matters in their area and an update on its Local Board Transport Capital Fund (LBTCF).

Whakarāpopototanga matua
Executive summary
2. This report covers:
   • a summary of Auckland Transport (AT) projects and operations in the local board area
   • a summary of the board’s Transport Capital Fund and Community Safety Fund projects
   • a summary of Auckland Transport general information items

Ngā tūtohunga
Recommendation/s
That the Waitākere Ranges Local Board:
a) receive Auckland Transport’s August 2020 update report.

Horopaki
Context
3. This report addresses transport related matters in the Waitākere Ranges Local Board area.
4. AT is responsible for all of Auckland’s transport services, excluding state highways, and reports on a monthly basis to local boards, as set out in the Local Board Engagement Plan. This monthly reporting commitment acknowledges the important role local boards play within and on behalf of their local communities.
5. With the Council’s emergency budget now confirmed, the LBTCF for the 2020/2021 Financial Year has been set at $5.0 million, for allocation across the 21 Local Boards. Allocation will continue to be based on the Local Board Funding Policy.
6. Decisions about the 2021/2022 and 2022/2023 Financial Years will form part of the Land Transport Plan / Regional Land Transport Plan (LTP/RLTP) discussions, but early indications are that these years will also see a more constrained capital programme than prior to the COVID-19 crisis.
7. The specific budget available for the LBTCF in 2021/2022 and 2022/2023 will be determined by the prioritisation of the capital programme through the RLTP and will be subject to the usual consultation and submission processes.
8. The Community Safety Fund is funded from AT’s safety budget and is dependent on the level of funding AT receives from Auckland Council (Council). Current indications are that this level of funding will be significantly constrained.
9. Public consultation and the design work informed by this consultation, is progressing, with a view to having projects designed and ready to go, when budget becomes available.
Tātaritanga me ngā tohutohu

Analysis and advice Local Board Transport Capital Fund (LBTCF)

10. Council’s original resolutions relating to the LBTCF make it very clear that the overall budget allocation for the LBTCF is on the basis that “it (the budget) can be managed by AT within its annual budget”.

11. AT is analysing and considering the effects of COVID-19 on LBTCF budgets and local board work programmes. AT will attend workshops with each local board in August or September 2020 to discuss and advise on the best use of the limited budget. Waitākere Ranges LBTCF workshop date is Thursday 20 August 2020.

Community Safety Fund (CSF)

12. The CSF is funded from AT’s safety budget and is dependent on the level of funding AT receives from Council.

13. Current indications are that this level of funding will be constrained even though Council recently indicated an increase in this budget. Projects will need to be prioritised according to death and serious injury (DSI) data; local board community safety projects are unlikely to be delivered in the 2020/2021 financial year.

14. Public consultation and the design work on local board community safety projects is progressing, with a view to having projects designed and ready to go, when budget becomes available.

15. Waitākere Ranges currently has four CSF proposed projects:
   a) Konini School safety improvements – Paewai Road zebra crossings
   b) Konini School safety improvements – 12 Annison Avenue zebra crossings
   c) Lopdell House Intersection with Titirangi and South Titirangi Roads

Local Issues

Oratia Site Visit with Oratia Residents & Ratepayers Association

16. Oratia residents have been concerned with various roading issues which largely involved maintenance. Three major roads were highlighted: Carter Road, Parker Road and Shaw Road.

17. A site visit was undertaken in Oratia on Friday 31 July 2020, on Carter Road, Parker Road and Shaw Road. There were concerns around loose chip seal and faded paint lines on these roads causing safety issues. Concerns were also raised around the possibility of a speed limit reduction, increasing the width of the road and the overall quality of Shaw Road.

18. Auckland Transport and Fulton Hogan met Member M Clayton, and the Oratia Residents and Ratepayers Association and the following issues were noted and dealt with:
   • Loose chip seal on Parker Road, Carter Road and Shaw Road (both re-sealing and stabilisation patch surfaces). Contractor actioned and completed by 7 August 2020.
   • Faded line marking also along the above-mentioned sections and intersection. Contractor repainted line markings and this was completed by 7 August 2020.
   • Rural road crossings and surface water channels having loose chip on them.
   • It was explained that although road crossings are the responsibility of the owners, the loose chip could create additional maintenance, and Auckland Transport would consider further action with regards to surface water channels. (Network action underway by Fulton Hogan under supervision of Auckland Transport Engineer).
   • Signage related queries on the designated speed limits (raised the concern with the Traffic Engineer to consider Shaw Rd on Tranche 2 of the Bylaw changes).
Item 18

• Minor concerns on sign placements and spacing. Auckland Transport is following this up and will be reported back to Oratia Residents and Ratepayers Association via Local Board Member Michelle Clayton.
• Enquiry about the vegetation control, spraying vs mowing (Auckland Transport explained that this function is managed by Auckland Council Community Facilities). It was suggested that they contact Auckland Council to discuss this further.
• Surface defects discussed, explained that the routes have been pre-seal repaired and that the final surfacing (chip-seal) is to be placed during the sealing season. This will be dependent on budget.

Beach Valley Road Tree

19. A tree with heritage values on Beach Valley Road has been raised with AT as a safety concern, as it is obstructing the road carriage way. Auckland Transport has been in discussions with members of the local board and Auckland Council’s Arborist team to assess the safety of the tree. Numerous site visits have been undertaken by Auckland Transport, Auckland Council, and a member of the local board. A report will be made available in August 2020 which will be presented to the local board.

Glen Eden Safety Project

20. AT will be meeting with the local board in a workshop on 20 August 2020 to discuss funding from Waka Kotahi NZ Transport Agency for the Glen Eden Safety Project, and to present the proposed design for local board feedback.

Glen Eden Residents Association meeting

21. A meeting was held with the Glen Eden Residents Association and Member M Clayton to discuss safety concerns around Glen Eden.
22. Concerns were highlighted around the new development on Glenview Road and the lack of a pedestrian crossing. Other issues raised were the lack of pedestrian crossings along Captain Scott Road and Glendale Road. AT will investigate options for additional pedestrian crossings in these areas.
23. In the meeting it was noted that budget constraints may limit options.

Safe Speeds Programme – A Month On

24. 30 July 2020 marked one month since AT introduced safer speeds on more than 600 roads across Auckland.
25. As part of Auckland Transport’s Safe Speeds programme, there are now lower speed limits for Auckland’s City Centre, and on some roads in the Rodney and Franklin Local Board areas. Speed limits on approximately 100 other roads across the region also changed on 30 June 2020.
26. A survey of 610 Auckland drivers conducted from 14 – 22 July 2020 shows 61 per cent of respondents support the changes.
27. The vast majority (93 per cent) showed a level of concern with the number of death and serious injuries on New Zealand roads.
28. Seven in ten (71 per cent) believe the speed limit changes will help reduce the risk and/or severity of injury when crashes occur.
29. People were most supportive of speed limit changes near schools and kindergartens (86 per cent support), in local towns and shopping center’s (72 per cent) and on rural roads with high crash rates (71 per cent).
30. More than half of the survey respondents who were aware of the changes felt their travel time had increased. Data shows that within the city center, the speed limit change has had little to no impact on average journey times.
31. Where increased average journey times have occurred, these have been less than one minute.

32. Setting safe speed limits is just one part of AT’s significant road safety investment between 2018 and 2028. In 2018 and 2019, AT delivered approximately $45 million of safety engineering improvements, as well as increased road safety education.


### Funding confirmed to make school streets safer for children

34. A range of projects will soon be underway making it safer for many Auckland children travelling to school.

35. AT, with funding from Waka Kotahi NZ Transport Agency and the Accident Compensation Corporation (ACC), will be working together with schools and communities to design projects. Projects could include opening school streets for play, reducing speed outside schools, new pedestrian crossings, and getting more kids riding bikes and walking.

36. Twelve schools across Auckland will be involved. Other Auckland schools will be given the opportunity to express their interest in the coming months.

37. AT has committed $1.4 million to programmes that will improve safety outside the school gate. In addition to this, AT was awarded just over $840,000 of funding to support additional safety-based school programmes from Waka Kotahi’s Innovating Streets fund. The Innovating Streets fund aims to make our streets safer and more people friendly.

38. Statistics show that other AT initiatives such as the Travelwise programme are working. For the fourth year running, there have been no deaths for active school aged road users (5-18 years old) on weekdays between 7am-9am and 3pm-5pm.

### Project details

39. **Safe School Streets Pilot:** Will use temporary changes to trial safety improvements near the school gate. Once we fully understand what’s needed, a permanent change will be delivered. These changes will be designed together with schools and communities. This could include parking changes, new drop off and pick up zones, new pedestrian crossings, and speed calming measures.

40. **School speed reduction:** Will reduce the speed around several schools using temporary changes like street art and planter boxes to reduce the risk of death and serious injury. These changes will be designed together with schools and communities.

41. **School Streets active mode shift programme:** Aims to get more children walking and cycling through community bike programmes, walking school buses, and temporary school street closures.

### Community Bike Fund Open for Applications

42. Community groups around Auckland can now apply for a fund which encourages more people to ride bikes, more often.

43. AT’s Community Bike Fund is now in its third year. The fund is part of AT’s ongoing commitment to support cycling as a transport choice.

44. Past recipients have ranged from learn to ride sessions for women from refugee or migrant backgrounds, to family fun days across Auckland. Grants of between $300 and $5000 are available, with applications open from 13 July 2020 until 23 August 2020.
45. For more information on how to apply visit: https://at.govt.nz/about-us/news-events/community-bike-fund-open-for-applications/

Covid 19 – Return to Level 3

46. At 12 noon on Wednesday 12 August 2020, Auckland returned to Alert Level 3, with the rest of New Zealand at Alert Level 2. At this stage the measures are until midnight Wednesday 26 August 2020, however earlier that day the government is likely to advise on next steps.

47. AT implemented a range of measures, developed during the first “lock down”, to ensure public safety and minimise risk. Public transport will continue to operate with strict health and safety requirements in place. As per government advice, you should maintain physical distancing and wear a mask.

48. Fares will continue to be charged over the Alert Level 3 period. Cash will not be accepted on public transport. Customers must tag on/off with their AT HOP card and we strongly recommend that you register your AT HOP card to help with contact tracing should it be required. This will also allow us to monitor passenger numbers and make fast adjustments to services if required due to changes in demand.

49. Buses, trains, and ferries will continue to operate to timetables until further notice so customers can continue to rely on the AT Mobile App and journey planner to plan their journey. This will also help enable essential workers and passengers on essential journeys to exercise physical distancing. Because of the very short notice and potentially short duration of this regional lockdown, it may not be practical for physical distancing stickers to be installed across the public transport network immediately. Aucklanders are thus asked to be mindful of their personal surroundings and of the importance to maintain two metre physical distancing.

50. School buses will also still operate as normal to ensure that children are able to get to school. AT worked with schools and based on their input, make changes to school bus services for Thursday and Friday if warranted. As per Government guidelines, the 2-metre physical distancing requirement does not apply to school buses, as these are considered to be a part of a school's-controlled environment.

51. Those travelling on public transport should avoid peak times unless it is necessary, such as going to work or school. This is to further ensure that the required two metres of physical distancing between staff and customers can be maintained.

52. AT has taken numerous measures to help keep customers safe on our network and maintain effective and safe public transport services for our customers. These include:

- Our AT Mobile app indicates the available capacity that is on a bus or train service at any given time, so customers will know if two-metre distancing will be achievable before they board. Bus drivers will move to only dropping customers off once a vehicle is at capacity.
- While wearing of masks is not mandatory on public transport, as per the Ministry of Health’s guidance we recommend that customers use them if possible as an added precaution against the spread of COVID-19.
- We’re ensuring that all public transport is being thoroughly cleaned regularly. See a video of some of our cleaning here: https://www.youtube.com/watch?v=xpAHT7gpQRI
- Buses and trains are being spot checked, with touch surfaces being regularly cleaned.
- We ask that passengers use the rear door to get on and off the bus. This is to ensure everyone is kept as safe as possible by minimising physical contact between customers and the bus drivers.
- Customers who use a wheelchair or other mobility device or require driver assistance can still use the front door of buses. This also applies to vision impaired customers – we ask drivers to assist them through the front door.
• We will be actively monitoring our timetables while at Alert Level 3 and will make changes to timetables as needed. For timetable information download the AT Mobile app or go to: www.at.govt.nz

• Our cleaners and other essential staff are using Personal Protective Equipment (PPE) and will maintain clear physical distancing rules, such as using the ‘bubble’ rule with our teams, strict hand-washing prior to and after completing tasks, and other measures as they go about their work on our vehicles, stations and facilities to minimise the risk of COVID-19 as much as possible.

**Tauākī whakaaweawe āhuarangi**

**Climate impact statement**

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

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

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

**Council group impacts and views**

55. The other issues reported are confined to AT and do not impact on other parts of the Council group. Any engagement with other parts of the Council group will be carried out on an individual basis.

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

**Local impacts and local board views**

56. Auckland Transport Consultations

<table>
<thead>
<tr>
<th>Location</th>
<th>Proposal</th>
</tr>
</thead>
<tbody>
<tr>
<td>755 Swanson Road, Swanson</td>
<td>Pedestrian Safety Improvements</td>
</tr>
</tbody>
</table>

**Traffic Control Committee resolutions**

57. This is the decision of the Traffic Control Committee that affected the Waitākere Ranges Local Board area in July 2020.

<table>
<thead>
<tr>
<th>Henderson Valley Road/ Boundary Road/Solar Road/Felgrove Street/Terry Street/Farquhar Road</th>
<th>Permanent Traffic and Parking changes</th>
<th>Carried</th>
</tr>
</thead>
<tbody>
<tr>
<td>No Stopping At All Times / P60 Parking / Angle Parking / Road Hump / Edge Line / Traffic Island / No Passing / Bus Stop / Flush Median / Shoulder Marking / Lanes / Lane Arrow Marking / Give-Way Control / Stop Control / Removal Of Bus Stop / Removal Of Bus Shelter / Removal Of No Stopping At All Times</td>
<td>Carried</td>
<td></td>
</tr>
</tbody>
</table>

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<td>Carried</td>
<td></td>
</tr>
</tbody>
</table>
Tauākī whakaaweawe Māori
Māori impact statement
58. There are no specific impacts on Māori for this reporting period.
59. AT is committed to meeting its responsibilities under Te Tiriti o Waitangi—the Treaty of Waitangi—and its broader legal obligations in being more responsive or effective to Māori.
60. Our Māori Responsiveness Plan is part of our journey to be more effective for Māori. It demonstrates our commitment to work with 19 mana whenua tribes in delivering effective and well-designed transport policy and solutions for Auckland. We also recognise mataawaka and their representative bodies and our desire to foster a relationship with them. This plan is available on the Auckland Transport website at https://at.govt.nz/about-us/transport-plans-strategies/maori-responsiveness-plan/.

Ngā ritenga ā-pūtea
Financial implications
61. The recommendation to receive this report has no financial implications.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations
63. AT’s capital and operating budgets have been reduced through this process. Some projects we had planned for 2020/2021 may not be able to be delivered, which will be disappointing to communities that we had already engaged with.
64. Both the Community Safety Fund and the Local Board Transport Capital Fund are impacted by these budget reductions.
65. In order to mitigate this risk, AT will attend board workshops in August or early September 2020 to discuss with local boards how to get best value from their 2020/2021 LBTCF allocations. Community Safety projects will continue in design and will be delivered once funds become available.
66. AT also intends to inform the local board in September 2020 on its forward works programme for 2020/2021. The details of this programme are still being developed.

Ngā koringa ā-muri
Next steps
67. AT will inform the Waitākere Ranges Local Board in September 2020 on AT’s forward works programme for 2020/2021. The details of this programme are still being developed.
68. AT will provide another monthly update report to the Board in September 2020.

Ngā tāpirihanga
Attachments
There are no attachments for this report.

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Caroline Tauvehi - Elected Member Relationship Manager</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Jonathan Anyon - Elected Member Relationship Team Manager, Glenn Boyd - Relationship Manager Henderson-Massey, Waitākere Ranges, Whau</td>
</tr>
</tbody>
</table>
Waitākere Ranges Local Board - Local workshop guidelines to support the conduct of open workshops

File No.: CP2020/11731

Te take mō te pūrongo
Purpose of the report
1. To provide the Waitākere Ranges Local Board with local guidelines to support the conduct of open workshops.

Whakarāpopototanga matua
Executive summary
2. Waitākere Ranges Local Board agreed, at the Waitākere Ranges Local Board 23 July 2020 business meeting, to adopt a principle that Waitākere Ranges Local Board Workshops be open to public observation unless there are valid reasons for them not to be (Resolution number WTK/2020/72).

3. Governance guidance is that workshops be closed to the public.
4. Workshops are an opportunity for Auckland Council staff (staff) to meet with local boards outside the decision-making meetings, to brief elected members, provide information, explore issues, explain options, obtain guidance and suggestions.
5. Workshops often take place during the early and formative stages of projects and policy development, when the scope is still being defined. They provide an opportunity to have a conversation with elected members, explore issues and share ideas without the time constraints or formality of a council decision-making meeting.
6. A workshop is a session held solely for information and discussion purposes. Council’s standing orders do not apply to workshops, and no decisions or resolutions are made.
7. The new workshop process will be reviewed in December 2020.

Ngā tūtohunga
Recommendation/s
That the Waitākere Ranges Local Board:

a) endorse the local workshop guidelines for the Waitākere Ranges Local Board (Attachment A), to support the conduct of open workshops.

Horopaki
Context
8. Workshops are an opportunity for Auckland Council staff (staff) to meet with local boards outside the decision-making meetings, to brief elected members, provide information, explore issues, explain options, obtain guidance and suggestions.
9. Workshops often take place during the early and formative stages of projects and policy development, when the scope is still being defined. They provide an opportunity to have a conversation with elected members, explore issues and share ideas without the time constraints or formality of a council decision-making meeting.
10. A workshop is a session held solely for information and discussion purposes. Council’s standing orders do not apply to workshops, and no decisions or resolutions are made.
11. To achieve its purpose, a workshop session should where possible include a range of views and options for addressing an issue.

12. Consensus on an issue will not be sought at a workshop, although it may be expressed, and it should not be an expectation that consensus will be reached on all issues.

13. Once a matter has been discussed at a workshop, it may then inform future advice and become the subject of a staff report to a formal local board business meeting or a Governing Body/committee meeting.

14. Workshop time with the local board can also be used to undertake site visits, up-skill elected members, have discussions on strategic issues and engage with the community.

15. Local board workshops may be held in various locations as required, though will mainly take place at the local board office meeting room.

16. Minor matters do not need to be workshoped with local boards and are dealt with in other ways, for example, via email, memo, or an alternative mechanism.

Tātaritanga me ngā tohutohu
Analysis and advice

17. Auckland Council’s governance advice remains that workshops are closed. This is because workshops:

- Are sessions held solely for information and discussion purposes. As Council’s standing orders do not apply to workshops, no decisions or resolutions may be made, and there is no public forum at a workshop.
- Do not, in themselves, provide a complete picture of council processes, local board decision-making, and the changing nature of issues, projects and actions as they progress. Staff will also be interacting separately with relevant communities and stakeholders in the course of carrying out their roles.
- Enable and support staff to discuss information, including ideas, draft proposals, and incomplete pieces of work freely with members before that information is usefully able to be presented to the public.
- Serve a functional purpose in that they provide time for board members to assess the overall progress and the effectiveness of the board, an action which is often most appropriately conducted with board members and key support staff.

Open workshops can:

- Impact on the openness of participants. Workshops provide the opportunity for staff to provide free and frank advice and to test early ideas before the organisation or the local board forms a view.
- Lead to lead to community and media confusion about the status of the conversations being held, with potential reputational damage for the council organisation and local board.
- Make members feel limited about changing their minds on topics if new information is received outside the workshop context – for example, between a workshop where a draft has been discussed, and a related business meeting.

Tauākī whakaaweawe āhuarangi
Climate impact statement

18. None.
Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera Council group impacts and views
19. None.

Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe Local impacts and local board views
20. Waitākere Ranges Local Board workshops will be ‘open’ following the 27 August 2020 business meeting, subject to any exclusions as set out in the Workshop Guidelines: Waitākere Ranges Local Board.

Tauākī whakaaweawe Māori Māori impact statement
21. No specific implication.

Ngā ritenga ā-pūtea Financial implications
22. Workshop administration and process as set out in the Guidelines is covered by existing staff resource.

Ngā raru tūpono me ngā whakamaurutanga Risks and mitigations
23. The efficacy of Waitākere Ranges Local Board open workshops will be reviewed in December 2020.

Ngā koringa ā-muri Next steps
24. The Workshop Guidelines: Waitākere Ranges Local Board will be applied to open workshops following the 27 August 2020 business meeting.

Ngā tāpirihanga Attachments

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Ngā kaihaina Signatories

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<tr>
<th>Authors</th>
<th>Raewyn Curran - Senior Local Board Advisor - Waitākere Ranges</th>
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<tr>
<td>Authorisers</td>
<td>Glenn Boyd - Relationship Manager Henderson-Massey, Waitākere Ranges, Whau</td>
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CCO Review report feedback

File No.: CP2020/11924

Te take mō te pūrongo
Purpose of the report

1. To formalise local board feedback on the report of the independent panel’s review of Auckland Council’s council-controlled organisations (CCO).

Whakarāpopototanga matua
Executive summary

2. The independent panel that was set up to conduct a review of CCOs concluded its review at the end of July 2020 and has now submitted its findings (hereafter Review).

3. The Review is available online at: https://ourauckland.aucklandcouncil.govt.nz/media/35576/cco-review-final.pdf

4. The Review investigated how effective the CCO model is and whether there were any viable alternatives; whether the council has adequate accountability measures and is using them effectively; and the CCO culture.

5. The Review found that the CCO model is the right one and clear benefits are evident but there is room for improvement. It found that the lack of strategic direction to CCOs is a key failing and that the council has available mechanisms to ensure accountability but is not using these effectively. The Review highlighted the need for strategic planning and direction, effective use of accountability mechanisms and increased monitoring of CCO performance. In terms of culture, the Review found little evidence of a group culture and highlighted a need for greater collaboration across CCOs (and with the council), especially when working with and responding to the public.

6. The Review proposes a package of 64 recommendations. One of these recommendations is for a proposed merger of RFA and ATEED.

7. The Governing Body will be considering the Review at its meeting on 27 August 2020 and has had informal discussions in workshops on its findings and recommendations. Local board chairs were invited to attend one of these workshops (19 August 2020).

8. The Governing Body is expected to give some direction and make decisions on the package of recommendations from the Review at its meeting on 27 August 2020.

9. The Governing Body will also be receiving another report at its meeting on 27 August 2020 seeking a decision on the proposed merger of RFA and ATEED and outlining an implementation process for that work.

10. Local boards are invited to share their views, if any, on this issue in addition to general views about the Review.

11. The Waitākere Ranges Local Board were provided the opportunity to utilise their endorsed Urgent Decision-Making process to submit feedback intime to inform the Governing Body meeting on 27 August 2020.

Ngā tūtohunga
Recommendation/s

That the Waitākere Ranges Local Board:

a) endorse feedback provided by the local board, through the Urgent Decision-Making process, on the CCO review report to the Governing Body.
Horopaki

Context

12. In late 2019, the Governing Body requested a review of CCOs by an independent panel and directed the panel to focus on three key areas:

- the effectiveness of the CCO model, roles and responsibilities – how effective it is and whether there are viable alternatives
- the accountability mechanisms between CCOs and the council – are the mechanisms adequate
- the culture of CCOs – how do CCOs engage with and respond to the council and public concerns?

13. In conducting the review, the independent panel consulted CCOs, local boards, the Independent Māori Statutory Board, key stakeholders and requested public feedback. The panel received 2250 submissions and considered a wide range of written material (e.g. statement of intents, annual reports, local board and Māori engagement plans, council policies and plans). The panel also held workshops with councillors, local board chairs, CCO chief executives and chairs, and iwi as well as drop-in sessions with the public.

Tātaritanga me ngā tohutohu

Analysis and advice

14. The Review concludes that the CCO model remains the right one for Auckland, as it strongly brings together business discipline, agile decision-making, a streamlined administrative structure, operational efficiencies and specialist skills and expertise that would not be possible if the council assumed direct control of CCO functions. The panel notes that most interviewees agree with this conclusion but also acknowledges that some submitters thought CCOs should be brought in-house.

15. The Review is divided into four parts – introduction, CCO model, CCO accountability and CCO culture. Each part is divided into three parts: the relevant facts and feedback, an assessment of current problems and the proposed improvements.

Part Two: CCO model

16. The Review concluded there were sound reasons why Auckland Tourism, Events and Economic Development (ATEED) and Regional Facilities Auckland Limited (RFA) should remain as CCOs. However, given the similarities in the outcomes and potential duplication in some services, the Review recommends a merger of these entities (Recommendation 1).

17. Key recommendations relating to Auckland Transport (AT) that may be of interest to local boards include a recommendation to jointly prepare the regional land transport plan (Recommendation 4) and reviews how AT designs, consults on, funds and implements minor capital works including how it involves local boards in the design of its annual work programme (Recommendation 6).

18. Key recommendations relating to Panuku that may be of interest to local boards are outlined in recommendations 8-14 and includes a recommendation that the council assumes responsibility from Panuku for identifying and deciding which non-service properties to sell (excluding Panuku project location areas (Recommendation 11). This recommendation is highlighted because it addresses an area that has been of significant interest to some local boards (for example decisions to classify service properties as non-service).

19. The Review acknowledges the need for a property strategy as well as several other strategies on key issues that CCOs work on – water (specifically a three waters strategy), economic development and stadiums (Recommendation 14 and 15).
20. The panel also concluded that the council should review the way it requires CCOs to monitor and report on risks and risk mitigation measures (Recommendation 19).

**Part Three: Accountability**

21. The Review also highlighted the absence of strategic direction to CCOs and recommends the council draws up detailed, implementable strategies that give CCOs more strategic direction (Recommendation 20) and establishes a strategic planning process to facilitate the necessary conversations between Governing Body and CCOs.

22. The panel also reviewed current accountability mechanisms and concluded that the council has available to it all the mechanisms it needs to hold CCOs accountable – both to the council and to the public. However, the Review concluded that in many instances the council was not using these levers as effectively as it could and in one important instance accountability powers are not used at all – referring to Sec 92 of the Local Government Auckland Council Act (LG(AC)A) which gives the council the power to direct a CCO to act in accordance with a plan or strategy.

23. Some concrete suggestions that address these issues include supporting the use of statement of expectations (Recommendation 22), developing templates for statements of intent and a set of common key performance measures (Recommendation 23), rewrite the governance manual to focus squarely on expectations of CCOs and removing policies to a separate document (recommendation 29) and exercising the statutory powers under Section 92 of LG(AC)A if there are any concerns that a CCO is not acting consistently with any strategy (Recommendation 33).

**CCO/Local board relationship**

24. The Review looked at the role of local board plans and local board engagement plans that are developed by CCOs to cement CCO-local board relationships and ensure CCO accountability (pages 60-61) and noted that the engagement plans were not particularly effective as an accountability mechanism. It also noted that there does not appear to be a recognised or consistent process in place so local boards can have a say about how elements of their local board plans can be included in a CCO’s statement of intent.

25. The Review concludes that the CCO-local board relationship is not working as it should and proposes a series of practical suggestions on how this can be reset. These are outlined in Recommendation 34 and reads as follows:

**Recommendation 34:** CCOs and local boards reset how they engage with one another, by means of:

- a workshop to develop a more meaningful way for CCOs and local boards to work together
- the preparation of joint CCO engagement plans for each local board
- more initiative by local boards in integrating their own planning with CCO planning
- liaison between CCOs and local boards at a more senior level so CCOs can quickly remedy local board concerns
- the preparation of joint CCO six-monthly reports for each local board
- the communication of clear, up-to-date information from CCOs to local boards on projects in their area.

26. The Review also outlined some practical recommendations that could improve the experience for local boards:

- development of joint engagement plans for each local board (reducing the number of plans from 105 to 21)
- combined CCO 6-monthly report
recommend local boards present and share their plans with CCOs – to help improve engagement and to help CCOs understand local board aspirations and identify future work opportunities in the local board area

- liaison between CCO and local boards to be at a more senior level
- make better use of technology so boards and communities have up-to-date information
- CCOs to actively work with local boards at the planning stage of local projects so they can have meaningful input into their design, and also so boards can have a commitment to the projects and publicly support them.

27. The monitoring of CCOs is acknowledged as inadequate and under-resourced and recommends more resourcing towards this.

Community responsiveness

28. The Review also concluded that CCOs are not responsive enough to wider community concerns and recommends some improvements (Recommendations 41-43).

29. Recommendation 42 is for the council to give CCOs direction about what it considers the meaning of “commercial interest and public interest”, and how to balance these objectives.

Part Four: Culture

30. There are various recommendations to address issues that relate to the culture of CCOs. Included in these are recommendations that the CCO board membership should be more ethnically diverse and include more mana whenua appointments.

31. The Review touched on practical issues such as branding, job descriptions, shared services including procurement, reporting to the council on complaints received and various others. The range of recommendations aimed at addressing these issues are contained in Recommendations 44-64.

32. The Review highlighted that the public feedback on CCO culture-related issues was not overwhelmingly positive. It is noted that the public unquestionably regards CCOs and the council as not taking sufficient account of their views and recommends that the council and CCOs explore options to give ratepayers a more effective voice in what happens in Auckland.

Tauākī whakaaweawe āhuarangi
Climate impact statement

33. Climate impacts were not considered for this report on procedural matters, however the impact of implementing individual recommendations, if any, will be considered as part of the programme of implementation.

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

34. The panel met with representatives of the council group including CCOs during its Review.

35. A joint submission by CCOs to the Review can be found online at:


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

36. The review, the panel engaged with local board chairs, holding two workshops and meeting with some chairs individually and collectively following requests by these members to
understand their views on the model and how engagement between local boards and CCOs could be improved.

37. Sixteen local boards also provided written submissions to the panel, three local boards reserved the right to provide further comment when the recommendations of the Independent Panel were released and two local boards did not provide feedback due to COVID-19 or other reasons.

38. Local board chairs were invited to the Governing Body workshop on 19 August 2020 where the panel presented their findings.

39. Local board views on these findings are not known as local boards have yet to formally consider the Review.

**Tauākī whakaaweawe Māori**

Māori impact statement


41. The panel found that there are adequate mechanisms to ensure CCOs comply with their obligations to Māori at governance and senior management levels. However, the use of the mechanisms requires attention. The panel received feedback that there is confusion about roles and relationships, lack of clear direction and collaboration. Recommendations 35-40 address their findings in this area.

**Ngā ritenga ā-pūtea**

Financial implications

42. Implementing the review will have financial implications. Some recommendations will provide cost savings (including merger of ATEED and RFA) with more accruing over time.

43. The detail of financial implications will be presented in a report to the Governing Body.

**Ngā raru tūpono me ngā whakamaurutanga**

Risks and mitigations

44. We have not undertaken a risk assessment for this procedural report. The risks associated with the Review findings and recommendations will be outlined to the Governing Body.

**Ngā koringa ā-muri**

Next steps

45. Governing Body will receive the report on 27 August 2020 and will give direction to staff and the CCO Oversight Committee on the implementation of the Review.

46. An update on the process for establishing an implementation work programme will be provided to the 22 September 2020 CCO Oversight Committee.

**Ngā tāpirihanga**

Attachments

There are no attachments for this report.
Ngā kaihaina

Signatories

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<thead>
<tr>
<th>Authors</th>
<th>Helgard Wagener, Acting Policy and Planning Manager, Local Board Services</th>
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<tr>
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<td>Glenn Boyd - Relationship Manager Henderson-Massey, Waitākere Ranges, Whau</td>
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<td>Louise Mason, General Manager, Local Board Services</td>
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Feedback on Emergency Budget 2020/2021 proposed asset recycling of 300 West Coast Road, Glen Eden

File No.: CP2020/11813

Te take mō te pūrongo

Purpose of the report
1. For the Waitākere Ranges Local Board to provide feedback with regards to the non-service property 300 West Coast Road, Glen Eden that has been identified through the 2020/2021 Emergency Budget to be sold as part of the asset recycling process financial contribution.

Whakarāpopototanga matua

Executive summary
2. As part of its Emergency Budget 2020/2021, Auckland Council identified a list of properties which could be sold to release funds for other priority activities (asset recycling).
3. 300 West Coast Road, Glen Eden was a property included on Schedule B of this list.
4. Council’s consideration of the Emergency Budget saw a decision on the proposed asset recycling of 300 West Coast Road, Glen Eden (and other properties elsewhere in Auckland) being deferred for further consideration at the 17 September 2020 Finance and Performance Committee meeting of the Governing Body. Local boards have been asked to provide feedback in writing for consideration at a workshop of that committee to be held on 2 September 2020.
5. Feedback needs to be received by 26 August 2020.
6. 300 West Coast Road, Glen Eden is vacant land identified as an ex-landfill it is a 1.0407 Hectare site with a CV of $1.73m. Part of the site, 5,500m2, is proposed to be retained for greenway access. The property was already in the non-service property disposal pipeline through Panuku Development Auckland (Attachment A) and the Waitākere Ranges Local Board has previously resolved its position in seeking to keep the entire site (Attachment B).
7. Prior to the Emergency Budget 2020/2021 the property was at the stage of final political clearance through the Governing Body.
8. The previous position of the local board in regard to this property is recorded, however the financial position of Auckland Council has substantively changed since the local board last made comment.

Ngā tūtohunga

Recommendation/s
That the Waitākere Ranges Local Board:

a) endorse feedback provided by the local board to the Governing Body, through the Urgent Decision-Making process, on the proposed asset recycling of 300 West Coast Road, Glen Eden.
Feedback on Emergency Budget 2020/2021 proposed asset recycling of 300 West Coast Road, Glen Eden

Ngā tāpirihanga
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Urgent Decision - Open Studios Waitākere event - Waitākere Ranges Local Board 2020/2021 Work Programme

File No.: CP2020/11958

Te take mō te pūrongo
Purpose of the report

1. To note that an urgent decision was made to include a line for the Open Studios Waitākere event in the draft Waitākere Ranges Local Board 2020/2021 Work Programme.

Whakarāpopototanga matua
Executive summary

2. At its meeting on 5 December 2019 the Waitākere Ranges Local Board resolved (WTK/2019/165) the following in relation to urgent decision-making:

   That the Waitākere Ranges Local Board:
   
a) adopt the urgent decision-making process for matters that require a decision where it is not practical to call the full board together and meet the requirement of a quorum.

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

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

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

3. An urgent decision was required because there was a risk that if the budget was not approved in principle prior to the business meeting, staff would not have enough lead time to plan this event and it may have to be delayed until February 2021.

Ngā tūtohunga
Recommendation/s

That the Waitākere Ranges Local Board:

a) note the urgent decision made on 17 August 2020 to approve in principle the allocation of $25,000 for the Open Studios Waitākere event to be held in 2020/2021.

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**Signatories**

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Chair’s Report - August 2020

File No.: CP2020/10780

Te take mō te pūrongo / Purpose of the report
1. To provide an update on projects, meetings, and other initiatives relevant to the local board’s interests.

Whakarāpopototanga matua
Executive summary
2. Local board members are responsible for leading policy development in their areas of interest, proposing and developing project concepts, overseeing agreed projects within budgets, being active advocates, accessing and providing information and advice.

Ngā tūtohunga / Recommendation
That the Waitākere Ranges Local Board:

a) receive Chair Presland’s tabled report for August 2020.

Ngā tāpirihanga / Attachments
There are no attachments for this report.

Ngā kaihaina / Signatories

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Confirmation of Workshop Records

Te take mō te pūrongo / Purpose of the report
1. To present records of workshops held by the Waitākere Ranges Local Board.

Whakarāpopototanga matua / Executive summary
2. Briefings provided during workshops held are as follows:

16 July 2020
- The local board received a report on the data collected and findings on visitor numbers and impacts at Te Henga / Bethells Beach and south Piha.
- The local board was given an overview of the work undertaken to identify and prioritise future sites for installation of the relocatable pump track.
- Auckland Tourism, Events and Economic Development (ATEED) attended to discuss the screen opportunity available at Waitākere Quarry. Possible future uses and the option of continuing to use the quarry as a film location were also discussed.
- The local board discussed delivery of the Piha Wetland and Huia Domain Service Outcome Plans.

21 July 2020
- The local board were informed about the outcome of the 16 July 2020 Governing Body Emergency Budget workshop and had a general discussion about changes to budgets and the requirement for savings still to be made across the organisation.
- The local board reviewed a draft copy of the Local Board Agreement for discussion and agreed in principle on the final to be formally approved at the next business meeting.

23 July 2020
- The local board discussed the list of priorities for FY2020/2021 and ideas for new initiatives or areas of work that are not in the currently proposed Waitākere Ranges Local Board work programme.

30 July 2020
- The local board were given an overview of 2020/2021 Local board work programme development. Department staff presented and discussed updated work programmes.

6 August 2020
- The local board received reports back from their Arts Partners

13 August 2020
- The local board discussed projects proposed to be funded from the Waitākere Ranges Heritage Area (WRHA) budget for 2020/2021.
- The Leasing team sought the local board’s feedback regarding leases in the Waitākere Ranges Local Board area.
- The local board received an update on the impact of Alert Level 3 on Community Facilities in the Waitākere Ranges Local Board area.
- Staff followed up from the 6 August 2020 workshop report back from Arts Partners.

Ngā tūtohunga / Recommendation/s
That the Waitākere Ranges Local Board:

a) receive the workshop records for 16, 21, 23 & 30 July and 6 & 13 August 2020.

Ngā tāpirihanga / Attachments

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Te take mō te pūrongo
Purpose of the report
1. To present the Waitākere Ranges Local Board with its updated governance forward work programme calendar (the calendar).

Whakarāpopototanga matua
Executive summary
2. The calendar for the Waitākere Ranges Local Board is in Attachment A. The calendar is updated monthly, reported to business meetings and distributed to council staff.
3. The calendar is part of Auckland Council’s quality advice programme and aims 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/s
That the Waitākere Ranges Local Board:
a) receive the governance forward work programme calendar for August 2020.

Ngā tāpirihanga
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