

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

**Date:** Thursday, 15 February 2024  
**Time:** 12.00pm  
**Meeting Room:** Howick Local Board Meeting Room  
**Venue:** Pakuranga Library Complex  
7 Aylesbury Street  
Pakuranga

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## Howick Local Board

# OPEN AGENDA

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### MEMBERSHIP

|                           |                 |
|---------------------------|-----------------|
| <b>Chairperson</b>        | Damian Light    |
| <b>Deputy Chairperson</b> | Bo Burns        |
| <b>Members</b>            | Katrina Bungard |
|                           | David Collings  |
|                           | Bruce Kendall   |
|                           | John Spiller    |
|                           | Mike Turinsky   |
|                           | Adele White     |
|                           | Peter Young, JP |

(Quorum 5 members)

**Matt Fletcher**  
**Democracy Advisor**

**9 February 2024**

Contact Telephone: 027 226 0530  
Email: [matt.fletcher@aucklandcouncil.govt.nz](mailto:matt.fletcher@aucklandcouncil.govt.nz)  
Website: [www.aucklandcouncil.govt.nz](http://www.aucklandcouncil.govt.nz)



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## 1 Nau mai | Welcome

The Chair will open the meeting and welcome everyone present.

## 2 Ngā Tamōtanga | Apologies

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

## 3 Te Whakapuaki i te Whai Pānga | Declaration of Interest

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

## 4 Te Whakaū i ngā Āmiki | Confirmation of Minutes

That the Howick Local Board:

- a) whakaū / confirm the ordinary minutes of its meeting, held on Thursday, 14 December 2023, as a true and correct record.

## 5 He Tamōtanga Motuhake | Leave of Absence

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

## 6 Te Mihi | Acknowledgements

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

## 7 Ngā Petihana | Petitions

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

## 8 Ngā Tono Whakaaturanga | Deputations

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

### 8.1 Deputation - Steve Harding

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

1. Resident Steve Harding will present a deputation outlining a pitch for a permanent Disc Golf set-up in the Howick rohe.

#### **Ngā tūtohunga**

### Recommendation/s

That the Howick Local Board:

- a) thank Steve Harding for their deputation and attendance.

## 8.2 Deputation - Mike Bongiovanni of the Howick Pakuranga Baseball Club

### Te take mō te pūrongo

#### Purpose of the report

1. Mike Bongiovanni, President of the Howick Pakuranga Baseball Club, will present a deputation discussing the ongoing affairs of the Club.

### Ngā tūtohunga

#### Recommendation/s

That the Howick Local Board:

- a) thank Mike Bongiovanni for their deputation and attendance.

## 9 Te Matapaki Tūmatanui | 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 three minutes per speaker is allowed, following which there may be questions from members.

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

## 10 Ngā Pakihi Autaia | Extraordinary Business

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

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

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

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

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

- (a) That item may be discussed at that meeting if-
  - (i) That item is a minor matter relating to the general business of the local authority; and

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





## Governing Body Members' Update

File No.: CP2023/19973

Item 11

### Te take mō te pūrongo

#### Purpose of the report

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

### Whakarāpopototanga matua

#### Executive summary

2. Providing the Howick Ward Councillors with an opportunity to update the Howick Local Board on matters they have been involved with since the last meeting that are of particular relevance to the board.

### Ngā tūtohunga

#### Recommendation/s

That the Howick Local Board:

- a) whiwhi / receive the written and verbal reports from Cr Sharon Stewart QSM and Cr Maurice Williamson.

### Ngā tāpirihanga

#### Attachments

There are no attachments for this report.

### Ngā kaihaina

#### Signatories

|             |   |
|-------------|---|
| Authors     | Matt Fletcher - Democracy Advisor       |
| Authorisers | Victoria Villaraza - Local Area Manager |



## Chairperson's Report

File No.: CP2023/19974

### Te take mō te pūrongo

#### Purpose of the report

1. This item gives the local board chairperson an opportunity to update the local board on any announcements and note the chairperson's written report.

### Whakarāpopototanga matua

#### Executive summary

2. The local board chairperson will update the local board on the projects and issues they have been involved with since the last meeting.

### Ngā tūtohunga

#### Recommendation/s

That the Howick Local Board:

- a) whiwhi / receive the Chairperson's verbal update and written report.

### Ngā tāpirihanga

#### Attachments

| No. | Title   | Page |
|-----|---|------|
| A⇒  | 15 February 2024, Howick Local Board: Chairperson's Report - Chair Light's Written Report |      |

### Ngā kaihaina

#### Signatories

|             |   |
|-------------|---|
| Authors     | Matt Fletcher - Democracy Advisor       |
| Authorisers | Victoria Villaraza - Local Area Manager |



## Auckland Council's Performance Report: Howick Local Board for quarter two 2023/2024

File No.: CP2024/00672

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

1. To provide the Howick Local Board with an integrated performance report for quarter two, 1 October – 31 December 2023.

### Whakarāpopototanga matua Executive summary

2. This report includes financial performance, progress against work programmes, key challenges the board should be aware of and any risks to delivery against the 2023/2024 work programme.
3. The key activity updates from this period are:
  - LB Event: Stockade Hill and Mainstreet lights (ID 212)
  - Howick Youth: Facility and Programmes (ID 198)
  - Industrial Pollution Prevention Programme – East Tāmaki (Howick) (ID 576)
4. All operating departments with agreed work programmes have provided an update against their work programme delivery. Activities are reported with a status of green (on track), amber (some risk or issues, which are being managed) or grey (cancelled, deferred, or merged). There are no activities with a red status.
5. Auckland Council (Council) currently has a number of bonds quoted on the NZ Stock Exchange (NZX). As a result, the Council is subject to obligations under the NZX Main Board & Debt Market Listing Rules and the Financial Markets Conduct Act 2013 sections 97 and 461H. These obligations restrict the release of half-year financial reports and results until the Auckland Council Group results are released to the NZX on or about 28 February 2024.

Due to these obligations the financial performance attached to the quarterly report is excluded from the public.
6. The Customer and Community Services capex budget has been revised to incorporate delayed delivery or earlier commencement of individual projects or other changes that are of material value.

### Ngā tūtohunga Recommendation/s

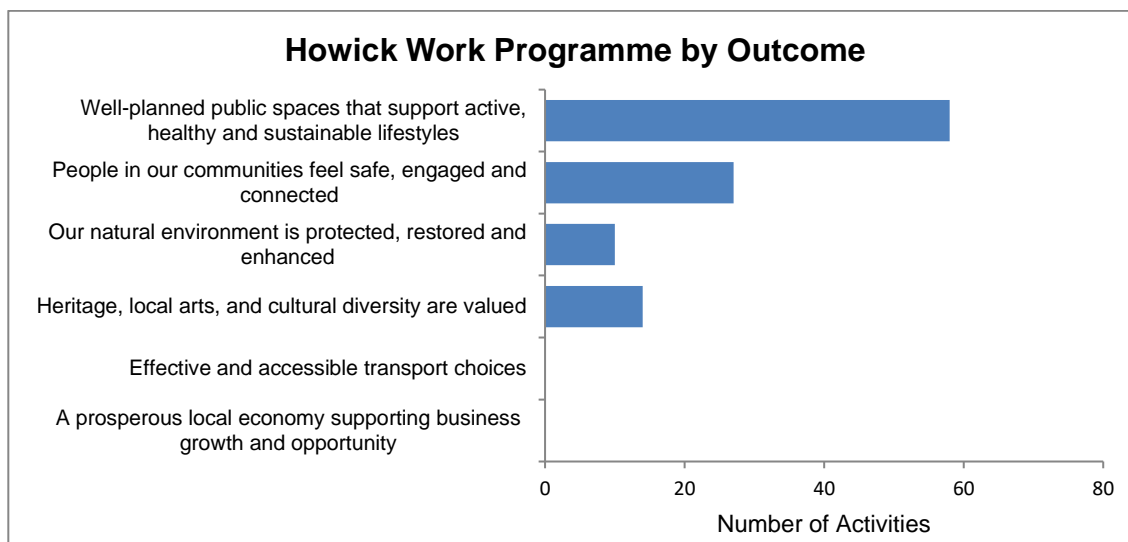
That the Howick Local Board:

- a) receive the performance report for quarter two ending 31 December 2023.
- b) note the financial performance report in Attachment B of the agenda report will remain confidential until after the Auckland Council Group half-year results for 2023/2024 are released to the New Zealand Exchange (NZX), which are expected to be made public on 28 February 2024.

## Horopaki Context

7. The Howick Local Board has an approved 2023/2024 work programme for the following operating departments:
  - Customer and Community Services
  - Infrastructure and Environmental Services
  - External Partnerships
  - Plans and Place
  - Auckland Emergency Management
  
8. The graph below shows how the work programme activities meet Local Board Plan outcomes. Activities that are not part of the approved work programme but contribute towards the local board outcomes, such as advocacy by the local board, are not captured in this graph. [standard paragraph]

*Graph 1: Work programme activities by outcome*

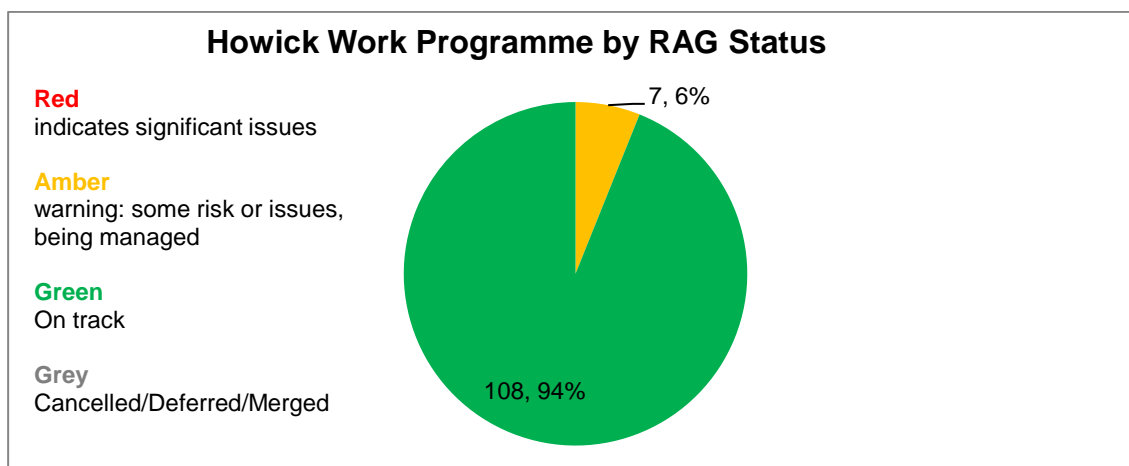


## Tātaritanga me ngā tohutohu Analysis and advice

### Local Board Work Programme Snapshot

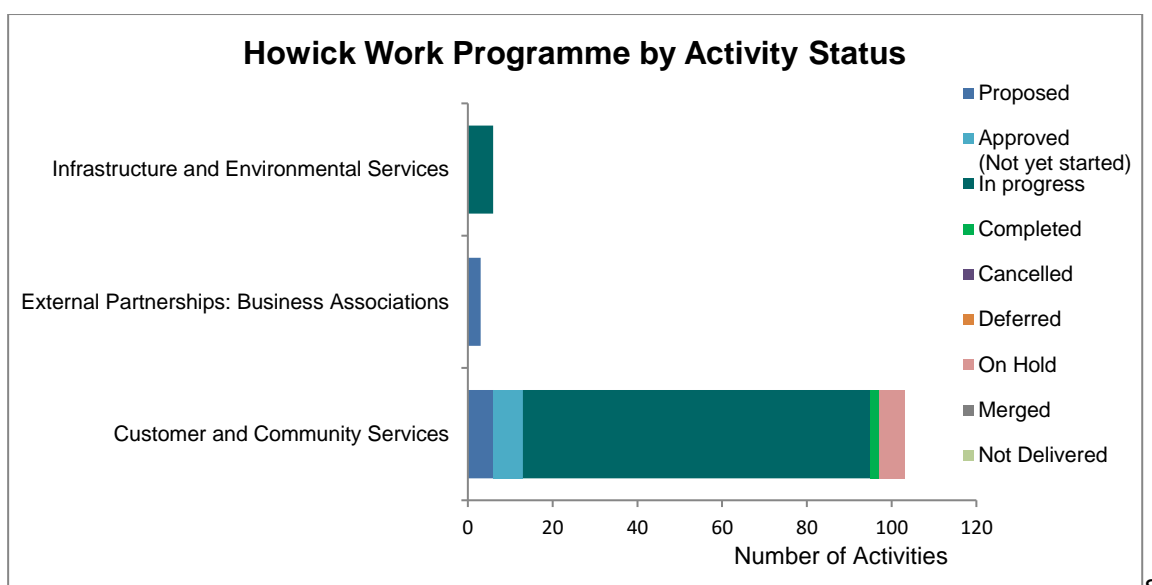
9. The graph below identifies work programme activity by RAG status (red, amber, green and grey) which measures the performance of the activity. It shows the percentage of work programme activities that are on track (green), in progress but with issues that are being managed (amber), and activities that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

*Graph 2: Work programme by RAG status*



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

Graph 3: Work programme by activity status and department



## Key activity updates

- LB Event: Stockade Hill and Mainstreet lights (ID 212). The 2023 Stockade Hill Christmas Lights event was successfully delivered on Friday 17 November to an estimated audience of 1,200.
- Howick Youth: Facility and Programmes (ID 198). Staff have been working with community partners, Te Tuhi to finalise the Youth Space in the Botany Town. The Youth Space will operate in this space for five years. The Howick Youth Council will hold a close association but will not be involved in operations like the trial youth space was. It is expected that the Youth Space will open its doors in February 2024.
- Industrial Pollution Prevention Programme – East Tāmaki (Howick) (ID 576). The onsite portion of the East Tāmaki Industrial Pollution Prevention programme finished in quarter two, with 170 visits to businesses. Fifty-one of these businesses have received reports detailing changes needing to be made to their practices to prevent pollution. Four actual pollution incidents were witnessed during the visits, all of which were remedied following the contractor’s recommendations and a call to the Pollution Hotline.

## Activities with significant issues

- Howick Village Centre Plan Implementation (ID 1293) – Project has been reported as Red. However, staff are working to remove this line, as the direction was provided for it to be removed from the work programme.

## Changes to the local board work programme

### Cancelled activities

14. These activities are cancelled:

- [Howick LDI – Heritage – Install interpretive signage (ID 17864) – Project cancelled as it was no longer required.

## Tauākī whakaaweawe āhuarangi

### Climate impact statement

15. Receiving performance monitoring reports will not result in any identifiable changes to greenhouse gas emissions.
16. Work programmes were approved in June 2023 and delivery is underway. Should significant changes to any projects be required, climate change impacts will be assessed as part of the relevant reporting requirements. Any changes to the timing of approved projects are unlikely to result in changes to emissions.

## Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera

### Council group impacts and views

17. When developing the work programmes council group impacts and views are presented to the boards. As this is an information only report there are no further impacts identified.

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

### Local impacts and local board views

18. This report informs the Howick Local Board of the performance for ending 31 December 2023.

## Tauākī whakaaweawe Māori

### Māori impact statement

19. Māori Engagement: Improving responsiveness to local Maori Howick (Customer and Community Services work programme ID 199). Staff are working with the Te Tahawai Marae and the Owairoa Marae to build their capacity to deliver activities and lead to sustainability. The funding will be allocated to them by Q3.
20. HW: Te Kete Rukuruku (Māori naming of parks and places) Tranche One (Customer and Community Services, ID 3497). List of sites received and report being drafted for formal resolution. Report planned for March 2024 to confirm tranche one sites.

## Ngā ritenga ā-pūtea

### Financial implications

21. This report is provided to enable the Howick Local Board to monitor the organisation's progress and performance in delivering the 2023/2024 work programmes. There are no financial implications associated with this report.

## Financial Performance

22. Auckland Council (Council) currently has a number of bonds quoted on the NZ Stock Exchange (NZX). As a result, the Council is subject to obligations under the NZX Main



Board & Debt Market Listing Rules and the Financial Markets Conduct Act 2013 sections 97 and 461H. These obligations restrict the release of half-year financial reports and results until the Auckland Council Group results are released to the NZX on 28 February 2024.

Due to these obligations the financial performance attached to the quarterly report is excluded from the public.

## Ngā raru tūpono me ngā whakamaurutanga Risks and mitigations

23. While the risk of non-delivery of the entire work programme is rare, the likelihood for risk relating to individual activities does vary. Capital projects for instance, are susceptible to more risk as on-time and on-budget delivery is dependent on weather conditions, approvals (e.g., building consents) and is susceptible to market conditions.
24. Information about any significant risks and how they are being managed and/or mitigated is addressed in the 'Activities with significant issues' section.

## Ngā koringa ā-muri Next steps

25. The local board will receive the next performance update following the end of quarter three, 31 March 2024.

## Ngā tāpirihanga Attachments

| No.               | Title  | Page |
|-------------------|--|------|
| <a href="#">A</a> | Work programme update FY24 Q2                              |      |
| <a href="#">B</a> | Financial Performance Report FY24 Q2 - <b>CONFIDENTIAL</b> |      |

## Ngā kaihaina Signatories

|             |   |
|-------------|---|
| Authors     | Blair Morrow - Local Board Advisor      |
| Authorisers | Victoria Villaraza - Local Area Manager |



## Summary of Confidential Decisions and related information released into Open

File No.: CP2023/19990

Item 14

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

1. To note confidential decisions and related information released into the public domain.

### Whakarāpopototanga matua Executive summary

2. This is a regular information-only report which aims to provide greater visibility of confidential decisions made that can now be released into the public domain.
3. The following decisions/documents are now publicly available:

| Date of Decision | Subject                        |
|------------------|--------------------------------|
| 16.3.23          | Transit-Orientated Development |

4. Note that, unlike an agenda report, **staff will not be present to answer questions about the items referred to in this summary.** Howick Local Board members should direct any questions to the authors.

### Ngā tūtohunga Recommendation/s

That the Howick Local Board:

- a) tuhi ā-taipitopito / note the confidential decision and related information that is now publicly available:
  - i) Howick Local Board 16 March 2023 - Transit-Orientated Development

### Ngā tāpirihanga Attachments

| No.                | Title   | Page |
|--------------------|---|------|
| <a href="#">A⇒</a> | Howick Local Board 16 March 2023 - Transit-Orientated Development |      |

### Ngā kaihaina Signatories

|             |   |
|-------------|---|
| Authors     | Matt Fletcher - Democracy Advisor       |
| Authorisers | Victoria Villaraza - Local Area Manager |



## Howick Local Board Workshop Records

File No.: CP2023/19975

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

1. This item attaches the workshop records taken for the period stated below.

### Whakarāpopototanga matua Executive summary

2. Under Standing Order 12.1 workshop records shall record the names of members attending and a statement summarising the nature of the information received, and nature of matters discussed. No resolutions are passed, or decisions reached but are solely for the provision of information and discussion.
3. This report attaches the workshop records for the period stated below.

### Ngā tūtohunga Recommendation/s

That the Howick Local Board:

- a) note the workshop records for the workshops held on 25 January and 1, 8 February.

### Ngā tāpirihanga Attachments

| No.               | Title   | Page |
|-------------------|---|------|
| <a href="#">A</a> | 15 February 2024, Howick Local Board - Howick Local Board Workshop Records - 25 January 2024 Record of Workshop |      |
| <a href="#">B</a> | 15 February 2024, Howick Local Board - Howick Local Board Workshop Records - 1 February 2024 Record of Workshop |      |
| <a href="#">C</a> | 15 February 2024, Howick Local Board - Howick Local Board Workshop Records - 8 February 2024 Record of Workshop |      |

### Ngā kaihaina Signatories

|             |   |
|-------------|---|
| Authors     | Matt Fletcher - Democracy Advisor       |
| Authorisers | Victoria Villaraza - Local Area Manager |



## Hōtaka Kaupapa | Governance Forward Work Calendar

File No.: CP2023/19980

### Te take mō te pūrongo

#### Purpose of the report

1. To present the Howick Local Board with its updated Hōtaka Kaupapa.

### Whakarāpopototanga matua

#### Executive summary

2. The Hōtaka Kaupapa for the Howick Local Board is in Attachment A. The calendar is updated monthly, reported to meetings and distributed to council staff.
3. The Hōtaka Kaupapa / governance forward work calendars was introduced in 2016 as part of Auckland Council's quality advice programme and aim to support local boards' governance role by:
  - ensuring advice on meeting agendas is driven by local board priorities
  - clarifying what advice is expected and when
  - clarifying the rationale for reports.

### Ngā tūtohunga

#### Recommendation/s

That the Howick Local Board:

- a) note the Hōtaka Kaupapa included as Attachment A of the agenda report.

### Ngā tāpirihanga

#### Attachments

| No.                 | Title   | Page |
|---------------------|---|------|
| <a href="#">A</a> ⇨ | 15 February 2024, Howick Local Board - Hōtaka Kaupapa   Governance Forward Work Calendar - Copy of the Hōtaka Kaupapa |      |

### Ngā kaihaina

#### Signatories

|             |   |
|-------------|---|
| Authors     | Matt Fletcher - Democracy Advisor       |
| Authorisers | Victoria Villaraza - Local Area Manager |









## Exclusion of the Public: Local Government Official Information and Meetings Act 1987

That the **Howick Local Board**

- a) whakaae / agree to exclude the public from the following part(s) of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.

### 13 Auckland Council's Performance Report: Howick Local Board for quarter two 2023/2024 - Attachment B - Financial Performance Report FY24 Q2

| Reason for passing this resolution in relation to each matter  | Particular interest(s) protected (where applicable)  | Ground(s) under section 48(1) for the passing of this resolution  |
|--|--|---|
| The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7. | s7(2)(j) - The withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage.<br><br>In particular, the report contains detailed financial information related to the financial results of the Auckland Council group that requires release to the New Zealand Stock Exchange.. | s48(1)(a)<br><br>The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7. |