

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

Date: Thursday, 22 February 2024
Time: 9:30am
Meeting Room: Upper Harbour Local Board Office
Venue: 6-8 Munroe Lane
Albany
Auckland 0632 and Via Microsoft Teams

Upper Harbour Local Board

OPEN AGENDA

MEMBERSHIP

Chairperson	Anna Atkinson	
Deputy Chairperson	Uzra Casuri Balouch, JP	
Members	Callum Blair	Kyle Parker
	John Mclean	Sylvia Yang

(Quorum 3 members)

Max Wilde
Democracy Advisor (Upper Harbour Local Board)

14 February 2024

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1 Nau mai | Welcome

The Chairperson will open the meeting with a Karakia.

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 Upper Harbour Local Board:

- a) whakaū / confirm the ordinary minutes of its meeting, held on Thursday, 7 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 Upper Harbour 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 North Harbour Budgeting Services Incorporated - Free independent financial wellbeing mentoring for all.

Te take mō te pūrongo Purpose of the report

1. To receive an update from North Harbour Budgeting Services Incorporated on the free independent financial services North Harbour Budgeting Services Incorporated

can provide for New Zealanders.

Whakarāpopototanga matua **Executive summary**

2. Claudette Wilson, General Manager North Harbour Budgeting Services Incorporated, and Sarah de Zwart, Community Educator North Harbour Budgeting Services Incorporated, representing North Harbour Budgeting Services Incorporated, will be in attendance to provide an update on the current financial well-being of New Zealanders, especially within the North Harbour / North Shore area, and the free independent financial services North Harbour Budgeting Services Incorporated can provide.

Ngā tūhonga **Recommendation/s**

That the Upper Harbour Local Board:

- a) whiwhi / receive the deputation from Claudette Wilson, General Manager North Harbour Budgeting Services Incorporated, and Sarah de Zwart, Community Educator North Harbour Budgeting Services Incorporated, representing North Harbour Budgeting Services Incorporated and thank them for their attendance and presentation.

Attachments

- A North Harbour Budgeting Services Incorporated presentation..... 129

8.2 Windsor Park Community and Multisport Hub Incorporated - Plans for Windsor Park.

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

1. To receive an update from Windsor Park Community and Multisport Hub Incorporated on plans for Windsor Park

Whakarāpopototanga matua **Executive summary**

2. Andrew Diver, Chairperson, Windsor Park Community and Multisport Hub Incorporated and Rod Schmulian, board member, Windsor Park Community and Multisport Hub Incorporated, representing Windsor Park Community and Multisport Hub Incorporated, will be in attendance to provide an update on plans for Windsor Park.

Ngā tūhonga **Recommendation/s**

That the Upper Harbour Local Board:

- a) whiwhi / receive the deputation from Andrew Diver, Chairperson, Windsor Park Community and Multisport Hub Incorporated and Rod Schmulian, board member, Windsor Park Community and Multisport Hub Incorporated, representing Windsor

Park Community and Multisport Hub Incorporated and thank them for their 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.”

Approval of the Upper Harbour Local Parks Management Plan 2024

File No.: CP2024/00692

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Te take mō te pūrongo

Purpose of the report

1. To receive the hearing panel's report on the draft Upper Harbour Local Parks Management Plan following the hearing of submissions.
2. To adopt the final Upper Harbour Local Parks Management Plan 2024.

Whakarāpopototanga matua

Executive summary

3. The Upper Harbour Local Parks Management Plan 2024 process has been finalised. This follows public consultation and a hearing, engaging with mana whenua, and engaging with those with specific interests, such as leases and licences in the Upper Harbour Local Board area.
4. The Upper Harbour Local Parks Management Plan 2024 includes all local parks held under the Local Government Act 2002 and Reserves Act 1977 in the Upper Harbour Local Board area.
5. Once adopted, the Upper Harbour Local Parks Management Plan 2024 will provide a policy framework to manage use, protection and development of the parks within the local board area.
6. In August 2022, the local board approved the public notification of the draft Upper Harbour Local Parks Management Plan (resolution number UH/2022/92).
7. The local board appointed a hearings panel in November 2022, consisting of one independent hearings commissioner as chairperson and two local board members (resolution number UH/2022/133).
8. Submissions on the draft Upper Harbour Local Parks Management Plan closed on 15 November 2022, following a two-month submission period required by the Reserves Act 1977. Two hundred submissions were received in total, including one late submission. The hearings panel recommends that all submissions be accepted.
9. Eleven submitters spoke at the hearing which was held on 29 March 2023.
10. Subsequent to the hearings process, the hearings panel's recommendations are outlined in their report to the local board (Attachment A). Attached to their report is the notified draft Upper Harbour Local Parks Management Plan with amendments they are recommending in track changes.
11. This report recommends that the Upper Harbour Local Board now adopts the hearings panel's recommendations.
12. The Upper Harbour Local Board has decision-making responsibility for local parks in the Upper Harbour Local Board area, including the approval of reserve management plans.
13. This report also recommends that the local board approve the final Upper Harbour Local Parks Management Plan 2024, with any minor amendments being delegated to the local board chairperson and deputy chairperson for approval prior to publication.
14. Once adopted, the Upper Harbour Local Parks Management Plan 2024 is intended to last for 10 years until the next comprehensive review is due. The Reserves Act 1977 requires

management plans be kept under 'continuous review' and updates, or variations, to the upper Harbour Local parks Management Plan 2024 are anticipated to occur during this time.

Ngā tūtohunga Recommendation/s

That the Upper Harbour Local Board:

- a) whakaae / accept one late submission on the draft Upper Harbour Local Parks Management Plan.
- b) whiwhi / receive the hearings panel's recommendations regarding the draft Upper Harbour Local Parks Management Plan submissions (Attachment A).
- c) whakaae / approve the final Upper Harbour Local Parks Management Plan 2024 (Attachments B, C and D).
- d) tautapa / delegate to the local board chairperson and deputy chairperson the authority to approve any minor amendments to the Upper Harbour Local Parks Management Plan 2024, prior to publication.

Horopaki Context

Background information

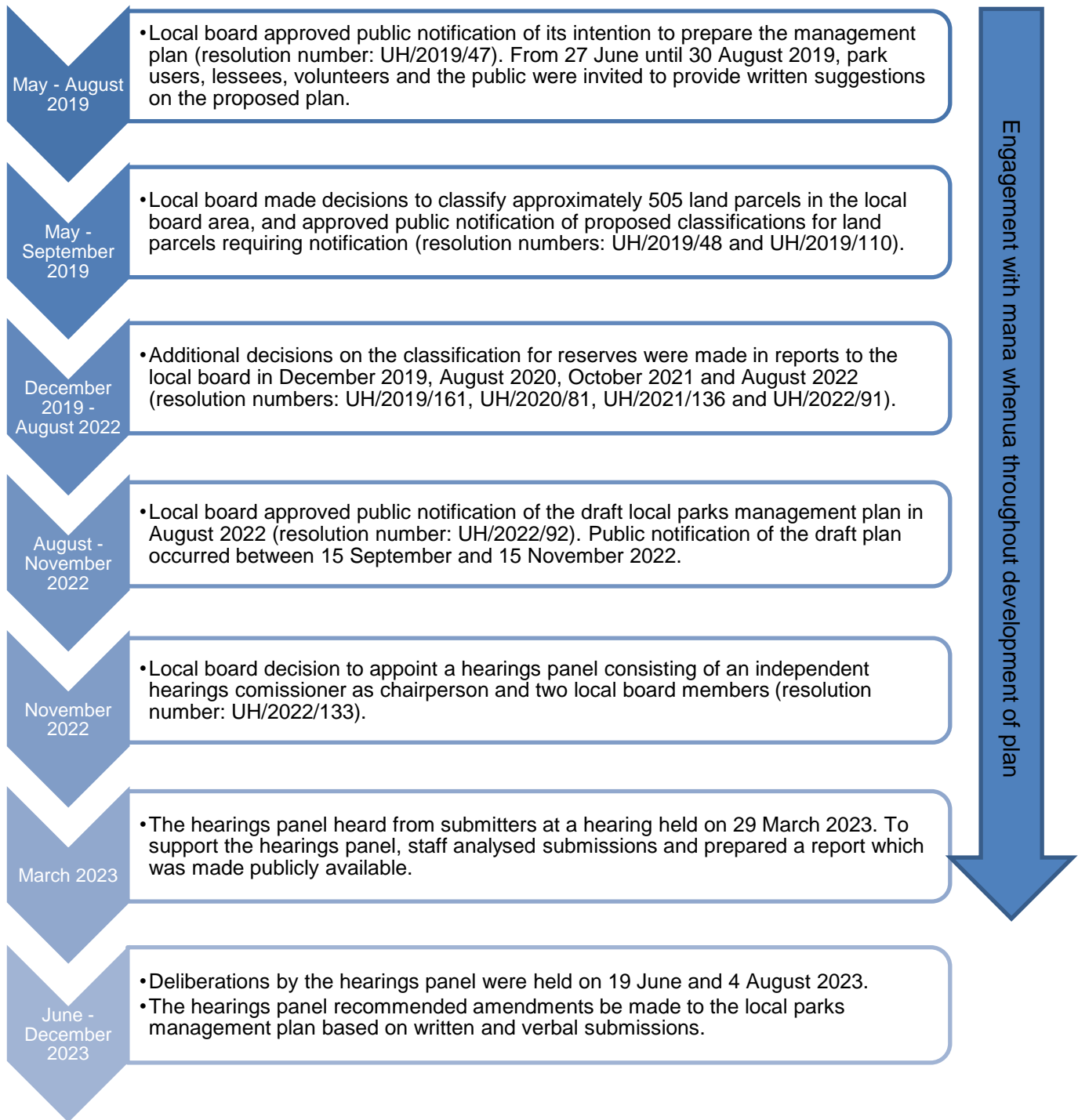
15. The Reserves Act 1977 (the Reserves Act) requires a reserve management plan to be developed for most types of reserves.
16. The Upper Harbour Local Parks Management Plan 2024 (the plan) is a statutory management plan for the parks held under the Reserves Act. The plan was prepared in accordance with section 41 of the Reserves Act and Part 6 of the Local Government Act 2002. Part 6 of the Local Government Act 2002 includes the requirement to consider the views and preferences of those affected or likely to be affected by a decision.
17. At a meeting in 2019 (resolution number: UH/2019/47), the Upper Harbour Local Board decided that the same process would be undertaken for all of the 260 parks listed in the draft plan, including those held under the Local Government Act 2002.
18. The Upper Harbour Local Board has decision-making responsibility for all local parks in the Upper Harbour Local Board area, including approval of reserve management plans for local reserves¹.
19. For recreation reserves held under the Reserves Act, approval by the local board is as the administering body of the reserve.
20. Approval by the local board for all other reserves falls under the 2013 delegation from the Minister of Conservation (allocated to local boards under the process set out in footnote one).
21. The plan will provide a policy framework to manage use, protection and development of parks within the local board area.
22. The scope of the plan is shown in the table below:

¹ The Long-term Plan and Annual Budget sets out the non-regulatory activities allocated by Governing Body to local boards under section 17 of the Local Government (Auckland Council) Act 2009. Approval of a reserve management plan for local reserves is considered a non-regulatory decision.

Scope of plan	Description
In scope	<ul style="list-style-type: none"> ✓ land held under this Reserves Act 1977 ✓ land held under the Local Government Act 2002 (LGA)
Advocacy role only	<p>Land for which the local board does not have allocated decision-making, but fulfills an open space function:</p> <ul style="list-style-type: none"> ✓ legal roads that have a significant open space function and adjoin council park land
Out of scope	<p>Land for which the local board does not have allocated decision-making:</p> <ul style="list-style-type: none"> ✗ roads (unless they have a significant open space function and adjoin council park land – see above) ✗ park land owned and managed by other entities such as the Department of Conservation

23. Once adopted, the plan will replace all existing reserve management plans in the local board area (the plans to be superseded are outlined in the plan's Appendix).
24. The timeline below gives an overview of key decisions in developing the plan:

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25. The hearing in March 2023 was informed by 200 submissions on the draft plan (refer to the hearings documents published [here](#)). One submission was late², however the hearings panel has recommended that this be accepted as a late submission.
26. An analysis of the submissions was reported to the hearings panel, which comprised one independent commissioner and two local board members (Anna Atkinson and Kyle Parker).
27. Eleven submitters requested the opportunity to speak to their submission at the hearing, with ten of those representing organisations.

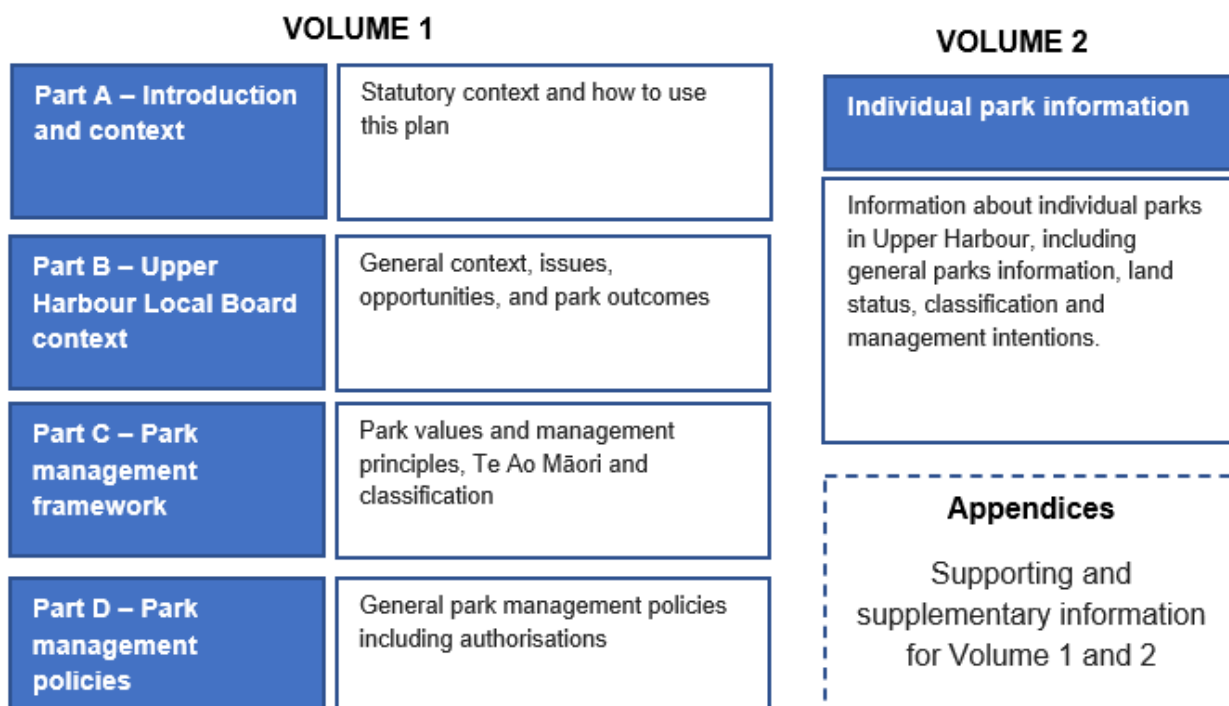
² Submission 198 - Fire and Emergency New Zealand

Three Streams Reserve

28. Three Streams Reserve is subject to a Ngā Kairauhi Papa - Queen Elizabeth II National Trust open space covenant³. The Trust partners with landowners to protect and enhance open spaces of ecological and cultural significance in perpetuity through covenants which set conditions on how land can be used.
29. The purpose of the covenant for Three Streams Reserve is to protect, maintain and enhance the open space values of the land and to achieve the following objectives:
 - a) Protection and enhancement of the natural character of the land with particular regard to the indigenous flora and fauna.
 - b) Maintenance and enhancement of the landscape value of the land.
 - c) Encouraging where appropriate restoration of indigenous vegetation cover on the land thereby enhancing and contribution the land makes to the protection of indigenous biodiversity.
 - d) Prevent subdivision of the land; and
 - e) Enhancing public access to and enjoyment of the land.
30. The covenant provides for the local board to prepare a management plan for the land to assist in achieving these objectives. Confirmation is required from the Trust prior to local board approval of the plan.
31. The Trust was consulted throughout the development of the draft plan and has confirmed it is satisfied with the final plan as it relates to Three Streams Reserves.

The Upper Harbour Parks Management Plan – in a nutshell

32. The plan structure is outlined below and covers 260 parks that extend over approximately 280 hectares of land. Those parks are predominantly held under the Reserves Act 1977, with a few under the Local Government Act 2002:



³ A copy of the covenant is included in the Appendix to the plan.

33. Volume 1 contains the management planning framework and general policies that apply to all local parks in the local board area. It also includes information about the Upper Harbour Local Board context.
34. Volume 2 contains individual parks information and management intentions for all local parks under the local board's jurisdiction. It also identifies where leasing or licensing activities are currently contemplated on a park and the type of activity that is contemplated.

Tātaritanga me ngā tohutohu Analysis and advice

35. Following feedback and deliberations on the submissions received, the hearings panel produced a report which included their recommendations to the local board. These recommendations addressed what changes to make to the plan following submission feedback. The hearings panel's report can be found in Attachment A.
36. The changes to the draft plan, as recommended by the hearings panel, have been summarised below:

Hearings panel recommended changes to Volume 1	Changes made to Volume 1 to respond to submissions feedback
Improve readability	Added sub-heading to the front page to indicate contents
Greater recognition of climate change impacts, and the role of parks in mitigating change	<ul style="list-style-type: none"> • Added to section 4.3 Issues for parks in Upper Harbour, detail on the role of parks in responding to climate change impacts such as flooding. • Amended the access and parking policies to manage access when there are natural hazard risks, such as during times of extreme fire danger. • Amended the trees, plants and animals policy to include fire risk as a consideration when planning plantings. • Added a footnote to the climate change and natural hazards policy referencing the Fire Plan for Tāmaki Makaurau. • Added to the water policy to recognise the importance of parks in the management of stormwater and flood waters. • Amended the climate change and natural hazards policy to specify that new plantings should be locally sourced.
Addition of waste minimisation opportunities	<ul style="list-style-type: none"> • Added to principle 7 (focus on environmentally sustainable practices in managing and improving parks) reference to waste management and minimisation opportunities in parks. • Added a sub-clause to the recreational use and enjoyment policy to consider waste minimisation and resource recovery. • Added a new sub-clause to the trees, plants and animals policy on the management of green waste

	in parks, to minimise waste to landfill and support restoration efforts
Expand on measures for environmental protection	<ul style="list-style-type: none"> • Added an objective to the access and parking policy to balance recreational access with protection of natural, historic and cultural values. • Added a sub-clause to the access and parking policy to consider the use of environmentally sensitive design for access infrastructure. • Amended background text in the water policy to recognise the impact of park use and development on streambank erosion. • Amend background text of the trees, plants and animals policy to recognise erosion control as a benefit of maintaining natural ecosystems. • Amended trees, plants and animals policy to include the management of contaminated land.
Consider a range of essential infrastructure	<ul style="list-style-type: none"> • Amended the access and parking policies to provide and manage access for emergency services. • Added to the water policy provision for maintaining water sources for fire and emergency purposes. • Added a sub-clause to the park development policy to consider the location of network infrastructure such as electricity transmission lines.
Reflect the significance of Māori place names	Added to background text of park and park naming policy, significance of partnering with mana whenua, naming parks with a Māori name, and sharing cultural narratives associated with parks.
Improve reference to people with disabilities	Replaced 'all-ability' with specific reference to people with disabilities and access needs in the access and parking policy.
Specify the importance of plant and animal pest control	<ul style="list-style-type: none"> • Amended background text of the volunteering section (5.2.3) to use the wording 'plant and animal pests'. • Added to principle 4 (protect and respect local parks and their taonga) reference to plant and animal pest control. • Added to the trees, plants and animals policy consideration to naturalise areas and use a maintenance plan for weed control.
Encourage and clarify community involvement	<ul style="list-style-type: none"> • Added a sub-clause to the historic and cultural heritage policy to consider engaging with local historical societies. • Added to background text of the partnering and volunteering policy that the local board wishes to

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	<p>encourage volunteers while meeting requirements to obtain consent for certain activities.</p> <ul style="list-style-type: none"> Added a sub-clause to the partnering and volunteering policy to encourage communication with volunteer groups Amended park development policy to reference consideration of the views of those affected by or interested in future proposals.
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Hearings panel recommended changes to Volume 2	Relevant parks(s) where changes have been made to respond to submissions feedback
Amend recreation, cultural, heritage and natural values to better capture the unique aspects of an individual park	16 parks: Greenhithe: 10 parks Herald Island: 2 parks Schnapper Rock: 4 parks
Clarify and strengthen management issues and management intentions	52 parks: Albany: 1 park (Albany Domain) Albany Heights: 1 park (Hooton Reserve) Greenhithe: 31 parks Herald Island: 5 parks Rosedale and Unsworth Heights: 7 parks Schnapper Rock: 4 parks Whenuapai: 3 parks
Clarify and strengthen 'Other Information' section	93 parks: Albany: 12 parks Albany Heights: 8 parks Greenhithe: 24 parks Herald Island: 3 parks Hobsonville: 7 parks Oteha: 2 parks Paremoremo: 4 parks Rosedale and Unsworth Heights: 4 parks Schnapper Rock: 8 parks West Harbour: 10 parks Whenuapai: 9 parks Windsor Park: 2 parks
Amend land status information, park map or park name	5 parks Herald Island: 3 parks Hobsonville: 1 park (Te Kori Scott Point) Whenuapai: 1 park (Kopuru Road Reserve)
Clarify out of scope	Herald Island: 1 park parcel (73 Ferry Parade) Whenuapai: 1 road (Waimarie Road)

Hearings panel recommended changes to Appendices	Changes made to Appendices to respond to submissions feedback
Update definition of Administering Body	Clearer definition of 'Administering Body' in relation to this plan.
Reference the Fire Plan	Added the Fire Plan for Tāmaki Makaurau to the list of documents on park management.
Clarify feedback on and the status of Waimarie Road	Added a sentence to the summary on the first round of consultation to clarify that significant feedback was received for Waimarie Road, but that it is a legal road rather than a reserve.

37. Attachment A tracks the recommended changes proposed by the hearings panel to the notified draft plan.
38. The final Upper Harbour Local Parks Management Plan 2024, being recommended for adoption appears in Attachments B, C and D (note all the hearings panel recommendations in tracked changes have been accepted).
39. In accordance with the Ngā Kairauhī Papa – Queen Elizabeth II National Trust open space covenant for Three Streams Reserve, the Trust has confirmed it is satisfied with the plan following a minor amendment to identify the covenant in the land status information.

Tauākī whakaaweawe āhuarangi Climate impact statement

40. The decisions in this report are largely administrative and are not anticipated to have any direct impact on greenhouse gas emissions. However, the future management direction set in the plan for local parks, emphasises the role of local parks in climate change mitigation and adaptation.
41. Part D in Volume 1 of the draft plan, includes a climate change and natural hazards policy. The policy sets objectives to manage parks in a way that minimises and mitigates the impacts of climate change and improves the resilience of parks, by adapting to the effects of climate change, especially in coastal areas.
42. Other policies within the plan, which aim to manage the impacts of climate change, are:
 - access and parking - by not providing for peak use parking and encouraging active forms of transport
 - plants and animals - by encouraging plantings to increase urban canopy cover and manage riparian margins
 - park development - by encouraging utilisation of green building practices in design, construction and operation of park development.
43. Volume 2 of the draft plan identifies some potential coastal hazards at an individual park level, and in some cases includes management intentions which aim to address potential hazards.

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

44. Council departments and council-controlled organisations (CCOs) have provided specialist input into the development of the draft plan. This included:
 - Parks and Community Facilities (including Leasing and Land Advisory teams)

- Active Communities
- Community and Social Policy
- Infrastructure and Environmental Services
- Plans and Places (including Heritage teams)
- Legal Services
- Local Board Services
- Auckland Transport
- Eke Panuku Development Auckland.

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

Local impacts

45. Extensive community engagement has helped staff to draft and refine the plan.
46. Community users will be able to refer to the adopted plan to see the vision and framework for the management and development of local parks.
47. Key community users of the adopted plan could include:
 - Park volunteer groups wanting to understand environmental intentions for individual groups
 - Community members wanting to find out key policies relating to local parks
 - Community members wanting to find out if an activity can occur on a local park
 - Community members wanting to find out information about a specific park e.g., cultural, natural and/or heritage information.
48. It is anticipated that park users wanting to apply for lease and licences, will also be key users of the plan. Volume 2 of the plan identifies where leasing or licensing activities are currently contemplated on a park and the type of activity that is contemplated. Park users should also refer to the Community Occupancy Guidelines 2012 (currently under review) which provides more detailed guidance on the considerations, process and costs related to processing lease and license agreements.

Local board views

49. The local board was provided with a copy of the hearings panel's recommendations and draft plan with recommendations in tracked changes, following sign-off by the independent commissioner on 17 January 2024. They also had the opportunity to review a copy of the full submissions received on the draft plan.
50. A local board workshop was held on 1 February 2024 to discuss the process for finalising the plan and local board decision-making.
51. The local board identified a minor correction for Observation Green in Scott Point relating to management intention one, to develop recreational amenities for the park. In October 2023, a playground, learn to ride track, fitness trail and picnic area were opened to the public. Staff have reflected this in the final plan by removing management intention one and noting recent park development in the Other Information section.
52. The local board also enquired about updating the maps for several parks in Hobsonville and Whenuapai that have been developed. Staff will follow-up with the local board later this year when the new aerial images become available.
53. The local board were supportive of receiving a recommendation to adopt the Upper Harbour Local Parks Management Plan 2024.

Tauākī whakaaweawe Māori Māori impact statement

54. The Reserves Act is one of the Acts in the First Schedule to the Conservation Act 1987. In performing functions and duties under the Reserves Act, the local board must give effect to the principles of Te Tiriti o Waitangi.
55. The plan acknowledges council's obligation to iwi under Te Tiriti o Waitangi / the Treaty of Waitangi in local parks management planning.
56. Mana whenua were invited to be involved in the development of the plan. This opportunity was taken up by:
 - Ngāi Tai ki Tāmaki
 - Ngāti Maru
 - Ngaati Whanaunga
 - Ngāti Whātua o Kaipara
 - Ngāti Whātua Ōrākei
 - Te Ākitai Waiohū
 - Te Kawerau ā Maki
57. Points of interest and input from mana whenua related to:
 - the management of natural and coastal areas
 - sites and areas of cultural significance
 - the ability for mana whenua to provide input into future decisions on local parks.
58. Te Kawerau ā Maki made a submission on the draft plan raising concerns about how their name and identity had been reflected in the document. Te Kawerau ā Maki requested the inclusion of place names and interpretation for several parks.
59. The hearings panel has recommended amending the park and park feature naming policy in Volume 1 of the plan. This is in order to capture the significance of naming or renaming parks with a Māori name and partnering with mana whenua to provide names for parks.
60. The plan seeks to embed te ao Māori / the Māori world view and values throughout the document. Section 7 of the document outlines core Māori values and how they should be considered in the management of local parks. Many of these can also contribute to the hauora (well-being) of both mana whenua and mataawaka.
61. Volume 2 of the plan identifies a range of parks that suggest working with mana whenua to acknowledge, protect and interpret the significant cultural heritage values of those parks appropriately.

Ngā ritenga ā-pūtea Financial implications

62. Adoption of the final plan will not incur any immediate financial implications for the local board. Implementing the management intentions and policies, as outlined in the final plan, will however need the local board to consider financial implications as part of any future decisions and changes.

Ngā raru tūpono me ngā whakamaurutanga Risks and mitigations

63. The following table outlines relevant risks and mitigations:

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Risk	Mitigation
The plan does not include information regarding financial implications for any future decisions and changes for the parks.	<p>Specialist input will provide further information on financial costs and implications to assist the local board with any future decision-making.</p> <p>Effective handover of the plan and identification of priority decisions and changes for parks will be crucial.</p>
There is low awareness of the plan within the community.	The plan will be published on the Auckland Council website, and there will be printed copies in local libraries and the Upper Harbour Local Board office.
The community does not agree with information within the plan.	<p>The plan has undergone a robust public consultation period (two months) which is in line with the requirements of the Reserves Act 1977.</p> <p>The local board approved the establishment of a hearings panel, consisting of an independent hearings commissioner and two local board members. The panel heard submissions, considered amendments, and made recommendations on submissions to the local board following the hearings process.</p>
New parkland is identified, and/or information is out of date.	Once adopted, the plan is intended to last for 10 years until the next comprehensive review is due. The management plan will be kept under 'continuous review' and updates, or variations including identification of new parkland to the plan are anticipated to occur during this time.

Ngā koringa ā-muri Next steps

64. The next step, following the approval of the plan, will be to publish the plan on the Auckland Council website.
65. The Service and Asset Planning team will handover the plan to departments responsible for its implementation.

Ngā tāpirihanga Attachments

No.	Title	Page
A⇒	Hearings panel report to the local board (<i>Under Separate Cover</i>)	
B⇒	Final plan - Volume 1 (<i>Under Separate Cover</i>)	
C⇒	Final plan - Volume 2 (<i>Under Separate Cover</i>)	

No.	Title	Page
D⇒	Final plan - Appendices (<i>Under Separate Cover</i>)	

Ngā kaihaina Signatories

Authors	Jessica Morris - Service and Asset Planning Specialist
Authorisers	Justine Haves - General Manager Regional Services & Strategy Lesley Jenkins - Local Area Manager

Permanent changes to landowner approval process for filming activities

File No.: CP2024/00324

Item 12

Te take mō te pūrongo Purpose of the report

1. To approve waiving the requirement for staff consultation with the local board on landowner approval for low and medium impact film shoot permit applications.

Whakarāpopototanga matua Executive summary

2. Screen Auckland, part of Tātaki Auckland Unlimited, is the film office responsible for attracting, advocating for, and facilitating filming activities across the Tāmaki Makaurau Auckland region. The approval process for filming permits is guided by the:
 - Auckland Film Protocol (2019) (Attachment A)
 - Public Trading, Events and Filming Bylaw 2022
 - Local Board General Delegation to the Chief Executive and Delegation Protocols (2023).
3. Screen Auckland staff are authorised to approve film permits with the requirement that officers consult the local board's dedicated lead when making landowner approval decisions.
4. At the 18 August 2022 business meeting, Upper Harbour Local Board agreed to waive the requirement in the Local Board Delegation Protocols for staff consultation with the local board on landowner approval for low and medium impact film shoot permit applications for a 12-month period (resolution number UH/2022/88).
5. Accepting this process as permanent will contribute to promoting Auckland as a film friendly destination, reduce the workload on the local board and contribute to the Auckland economy.
6. At the Upper Harbour Local Board workshop on 2 November 2023, Screen Auckland informed the local board the pilot programme had ended and identified there was no risk to the quality of permit application decisions, as staff continue to rigorously apply the requirements of the Auckland Film Protocol (2019) and the Public Trading, Events and Filming Bylaw 2022.

Ngā tūtohunga Recommendation/s

That the Upper Harbour Local Board:

- a) whakaae / agree to permanently waive the requirement (in the Local Board Delegation Protocols) for staff consultation with the local board on landowner approvals, for low and medium impact film shoot permit applications, as defined in the Auckland Film Protocol (2019) Impacts Table.
- b) whakaae / agree that as per the pilot programme, Screen Auckland notify the local board film lead of all low and medium impact film permits granted in local parks and facilities, ahead of these activities taking place.

- c) whakaae / agree that Screen Auckland continues to work with Parks & Community Facilities staff in assessing and determining conditions for the use of local parks and facilities, where appropriate, for all film shoot permit applications.

Horopaki Context

7. Screen Auckland follows a rigorous process when reviewing applications and considers all applicable national and local legislation. It also liaises directly with the wider Auckland Council whanau and other decision makers, in the approval process – such as: mana whenua groups, Tūpuna Maunga Authority, Auckland Transport, Environment and Biodiversity, Regional Parks, Sports Parks, Closed Landfills and Heritage.
8. The process for film approvals is currently controlled by:

Local Board Delegation to the Chief Executive (2023)	Auckland Film Protocol (2019)	Public Trading, Events and Filming Bylaw (2022)
<ul style="list-style-type: none"> • Must receive landowner approval when filming is on a park or in a local facility • Consult with Local Board portfolio holder on applications where landowner consent is required a) <ul style="list-style-type: none"> • Must refer the landowner consent decision to the Local Board portfolio holder where required b) <ul style="list-style-type: none"> • That land owner approvals for film permits can be administered by Community Facilities staff without the requirement to consult with local board film representatives 	<ul style="list-style-type: none"> • Film facilitator issues the Application Summary document, summarising the information supplied by the filmmaker to the appropriate council local board(s) and external stakeholders for consideration. 	<ul style="list-style-type: none"> • Minimises public safety risks, nuisance and misuse of council-controlled public places by enabling council to prescribe conditions and requirements in relation to all filming.

9. The impacts table for the different film permit categories can be found on page 14 of the Auckland Film Protocol (2019) document (Attachment A).
10. To encourage economic activity, the Auckland Film Protocol (2019) and the Public Trading Events and Filming Bylaw 2022, provide detailed guidance and purposefully seek to enable filming where there is negligible impact on public facilities – i.e. low and medium impact categories, also known as Minor Categories. Being able to reflect this ‘film-friendly’ intention in our administration processes, supports the intention of this regional policy.
11. In addition to considerations on impact scale, local boards can also advise Screen Auckland of any specific location-based areas that staff should consider when processing permit applications, such as ecologically sensitive areas. These are added to Screen Auckland’s

film permit processing software system, FilmApp, for the future reference of Screen Auckland facilitators.

12. The Minor Category Pilot (resolution number UH/2022/88) was introduced to decrease the amount of time a small and medium sized permit takes to process whilst ensuring that there was still minimal impact upon the local environment and community.
13. The Minor Category Pilot (resolution number UH/2022/88) refers to applications that are low or medium impact filming activities that do not contain sensitive content e.g. Smoking, weapons, alcohol, drugs etc
14. All minor category applications require a notification to the local board.

Tātaritanga me ngā tohutohu Analysis and advice

15. At the 2 November 2023 workshop with the local board, Screen Auckland reported that there was a positive response to filming activity in the community, including minor category applications, with no detrimental effects. The June 2023 “People’s Panel” provided the following stats:

Perceptions of Filming (When asked about professional filming in general)

- 87% agree filming creates job opportunities
- 81% agree it is good for tourism
- 72% agree it influences our art and culture
- 71% agree it is great for my community

Aucklanders Experiences

- 3 in 5 have seen or encountered professional filming in public places
- 7 in 10 would like to see more filming in Auckland as well as in their local area.

16. Since there is a strong perception of professional filming’s contribution to the community and economy, Screen Auckland is recommending that local boards waive the requirement to consult for low and medium impact permit applications.

Tauākī whakaaweawe āhuarangi Climate impact statement

17. As this is a change in internal delegation processes, there are no impacts on the climate, however the screen sector does take improving climate impacts and sustainability seriously. Screen Auckland is working with the screen sector to identify ways it can help contribute to a more sustainable Aotearoa. The New Zealand Screen Sector Emissions Study, produced by Screen Auckland in partnership with Arup, seeks to understand the climate impacts of the sector so together, we can map out a transition to sustainability.

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

18. Establishing the Minor Categories Pilot as a permanent process will reduce the administration time and workload involved in processing and approving film permit applications.

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

19. Screen Auckland workshopped the implementation of the minor categories pilot as a permanent process with the local board on Thursday, 2 November 2023.
20. At the workshop, the Upper Harbour Local Board signalled support for the pilot programme to become permanent.

Tauākī whakaaweawe Māori Māori impact statement

21. The existing permit system requires consultation with mana whenua on sites identified in Auckland Unitary Plan section D21, Sites and Places of Significance to Mana Whenua, as well as Tūpuna Maunga Authority spaces. The minor category programme does not change this requirement to engage with Māori.

Ngā ritenga ā-pūtea Financial implications

22. This is an internal process change around decision making only, thus it will have no financial implications.

Ngā raru tūpono me ngā whakamaurutanga Risks and mitigations

23. Screen Auckland film facilitators work closely with the Auckland Council whanau and other decision makers in rigorously applying the Auckland Film Protocol (2019), The Public Trading, Events and Filming Bylaw 2022 as well as the Local Board Protocol 2023 when assessing film permit applications, to mitigate risks to businesses, residents and the environment.
24. The local board film lead will still have oversight of all applications, so a risk increase is very unlikely. The only thing that is changing is that this process will shift from a consultation with a local board film representative to a notification. All information will still be supplied.

Ngā koringa ā-muri Next steps

25. If approved, the minor categories programme will become permanent from Friday, 01 March 2024.
26. Local boards will be notified of all applications that are received. Feedback remains required for high and major impact category film applications; however the local board are welcome to provide feedback on minor category low and medium applications if deemed necessary

Ngā tāpirihanga Attachments

No.	Title	Page
A⇒	Auckland Film Protocol (2019) <i>(Under Separate Cover)</i>	

Ngā kaihaina Signatories

Authors	Hayley Abbott – Screen Facilitation Team Lead Jess Hansen – Film Facilitator – Engagement Kelly Boyed – Film Facilitator – Process and Technology
Authorisers	Mathew Horrocks – Screen Auckland Manager Lesley Jenkins - Local Area Manager

Approval for the extension of four existing road names at 21 Scott Road, Hobsonville.

File No.: CP2024/00410

Item 13

Te take mō te pūrongo Purpose of the report

1. To seek approval for the extension of four public roads and one commonly owned access lot created by way of subdivision development at 21 Scott Road, Hobsonville.

Whakarāpopototanga matua Executive summary

2. The Auckland Council Road Naming Guidelines set out the requirements and criteria of the council for proposed road names. The guidelines state that where a new road needs to be named as a result of a subdivision or development, the subdivider /developer shall be given the opportunity of suggesting their preferred new road name/s for the local board's approval. In this instance no new road names have been proposed as all the names promoted in this report are extensions of existing road names previously approved by the local board.
3. On behalf of the developer and applicant, Nade Investment Limited, The Traffic Group Limited has proposed the names presented below for consideration by the local board.
4. The proposed names for the extension of the existing public roads and one private road are as follows:
 - i) Turret Lane (public road extension)
 - ii) Habitat Place (public road extension)
 - iii) Gunn Way (public road extension)
 - iv) Observation Green (extension of commonly owned access lot)

Ngā tūtohunga Recommendation/s

That the Upper Harbour Local Board:

- a) whakaae / approve the following names, for the extension of four public roads and one commonly owned access lot created by way of the subdivision being undertaken by Nade Investment Limited at 21 Scott Road, Hobsonville in accordance with section 319(1)(j) of the Local Government Act 1974 (resource consent references BUN60368216, SUB60368218 and RDN90113663).
 - i) Turret Lane (public road extension)
 - ii) Habitat Place (public road extension)
 - iii) Gunn Way (public road extension)
 - iv) Observation Green (extension of commonly owned access lot)

Horopaki Context

5. Resource consent BUN60368216 (subdivision reference number SUB60368218) was issued in February 2022 for the construction of 67 residential lots, and public and private roads which included the road extensions which are the subject of this report.
6. Site and location plans of the development can be found in Attachment A and B to this report.
7. In accordance with the standards, every public road and any private way, commonly owned access lot (COAL), or right of way, that serves more than five lots generally requires a new road name in order to ensure safe, logical, and efficient street numbering.
8. Therefore, in this development the extension of the public roads and one COAL require road names as they each serve more than five lots. This can be seen in Attachment A where the public roads and COAL that require names are highlighted.

Tātaritanga me ngā tohutohu Analysis and advice

9. The Auckland Council Road Naming Guidelines (the guidelines) set out the requirements and criteria of the council for proposed road names. These requirements and criteria have been applied in this situation to ensure consistency of road naming across the Auckland Region. The guidelines allow that where a new road needs to be named as a result of a subdivision or development, the subdivider/developer shall be given the opportunity of suggesting their preferred new road name/s for the local board's approval. In this instance no new road names have been proposed as all the names promoted in this report are extensions of existing road names previously approved by the local board.
10. **Confirmation:** Land Information New Zealand (LINZ) has confirmed that all of the proposed names are acceptable for use at this location.
11. **Consultation:** As all the road names to be used are existing, mana whenua have not been consulted as such consultation was undertaken when the names were originally approved.

Tauākī whakaaweawe āhuarangi Climate impact statement

12. The naming of roads has no effect on climate change. Relevant environmental issues have been considered under the provisions of the Resource Management Act 1991 and the associated approved resource consent for the development.

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

13. The decision sought for this report has no identified impacts on other parts of the Council group. The views of council-controlled organisations were not required for the preparation of the report's advice.

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

14. The decision sought for this report does not trigger any significant policy and is not considered to have any immediate local impact beyond those outlined in this report.

Tauākī whakaaweawe Māori Māori impact statement

15. To aid local board decision making, the guidelines include an objective of recognising cultural and ancestral linkages to areas of land through engagement with mana whenua, particularly through the resource consent approval process, and the allocation of road names where appropriate. The guidelines identify the process that enables mana whenua the opportunity to provide feedback on all road naming applications.
16. In this instance consultation with mana whenua for the existing road names has been undertaken when the names were approved under previous applications.

Ngā ritenga ā-pūtea Financial implications

17. The road naming process does not raise any financial implications for the council.
18. The applicant has responsibility for ensuring that appropriate signage will be installed accordingly once approval is obtained for the road names.

Risks and mitigations

19. There are no significant risks to Council as road naming is a routine part of the subdivision development process, with consultation being a key component of the process.

Ngā koringa ā-muri Next steps

20. Approved road names are notified to LINZ which records them on its New Zealand wide land information database. LINZ provides all updated information to other users, including emergency services.

Ngā tāpirihanga Attachments

No.	Title	Page
A	Site Plan - 21 Scott Road	33
B	Location Plan - 21 Scott Road	35

Ngā kaihaina Signatories

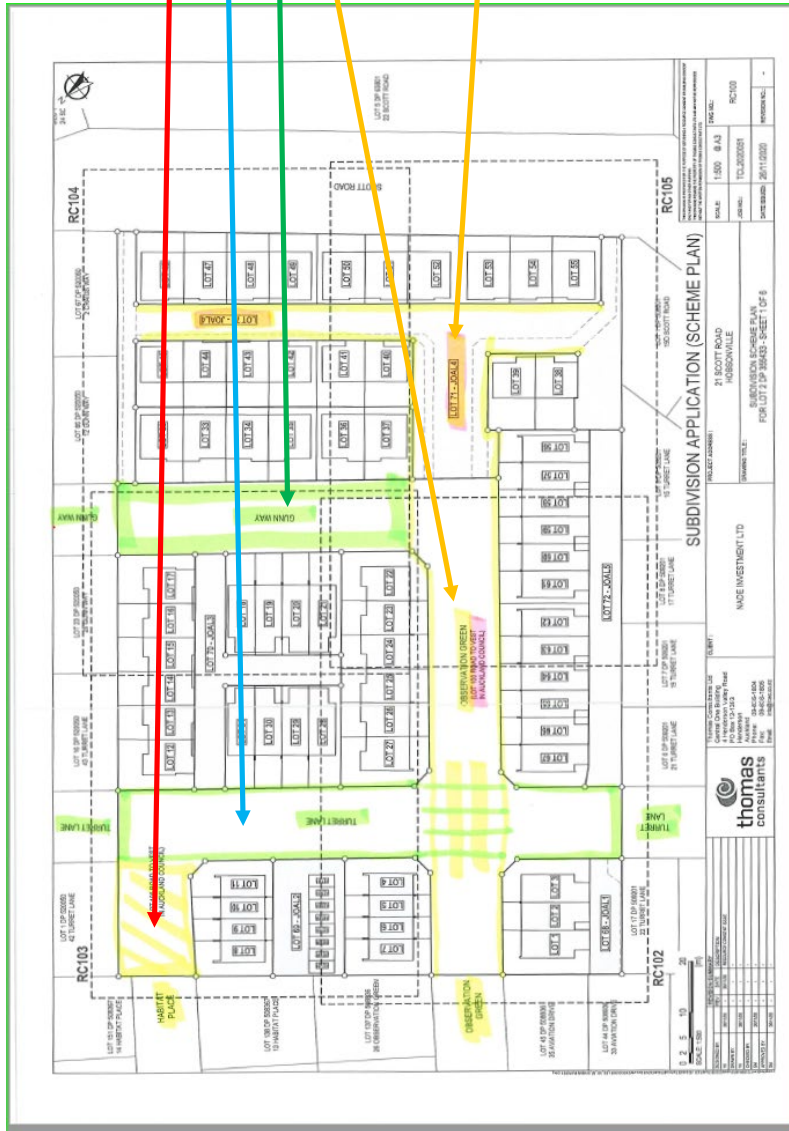
Authors	Sharon Legge-Murray - Subdivision Advisor
Authorisers	Trevor Cullen - Team Leader Subdivision Lesley Jenkins - Local Area Manager

Site Plan – 21 Scott Road Hobsonville

Lot 100 (Road to vest in Auckland Council) contains the Extensions to the following roads as shown:

- Habitat Place
- Turret Lane
- Gunn Way
- Observation Green
- COAL 4 (shown as JOAL 4)

Is a continuation of Observation Green



Auckland Council's Performance Report: Upper Harbour Local Board for quarter two 2023/2024

File No.: CP2024/00280

Item 14

Te take mō te pūrongo Purpose of the report

1. To provide the Upper Harbour Local Board with an integrated performance report for quarter two of the 2023/2024 financial year, 1 October 2023 – 31 December 2023.
2. To approve the following variations to the Upper Harbour Local Board 2023/2024 work programme:
 - approve allocation of \$18,970 returned 2021/2022 community grants funding
 - allocate additional funding to Rosedale Park - develop tree management plan (Activity ID 42277) to meet increased project delivery costs
 - amend the Upper Harbour Ethnic Peoples Plan (Activity ID 4015) Activity Description on the 2023/2024 work programme.

Whakarāpopototanga matua Executive summary

3. This report provides a retrospective overview of the financial and non-financial performance of Auckland Council, key challenges and any risks to delivery against the agreed 2023/2024 Upper Harbour Local Board work programmes for the period beginning 1 October 2023 – 31 December 2023 – quarter two.
4. The work programmes are produced annually and align with the Upper Harbour Local Board Plan 2020 outcomes.
5. The key activity updates from the 2023/2024 work programme (Attachment A) for the reporting period include:
 - the Land Status Report for Waimarie Road, Whenuapai was provided during this quarter (Activity ID 3)
 - refurbishment work on Sanders House was completed (Activity ID 36492)
 - Observation Green play space opening was held with an attendance of 250 guests (Activity ID 411)
 - the sports field drainage and turf installation was successfully completed at Caribbean Drive - sports field (Activity ID 23782)
6. 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.
7. 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.
8. Due to these obligations the financial performance attached to the quarterly report is excluded from the public (Attachment B).

9. 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.

Community grants – Upper Harbour

10. The local board initially set a total of \$126,000 LDI Opex for the community grants programme (Activity ID 410) for the 2023/2024 financial year.
11. The remaining community grant budget for 2023/2024 is \$28,839.76 for one local grant round and one multi-board grant round.
12. Two funding recipients from the 2021/2022 grants funding rounds have returned funding totaling \$18,970 which can be reallocated to existing projects within the Upper Harbour 2023/2024 work programme that can be delivered by the end of the financial year 30 June 2024.

Rosedale Park - develop tree management plan

13. Rosedale Park - develop tree management plan (Activity ID 42277) was approved as part of the 2023/2024 Customer and Community Services work programme (Resolution number UH/2023/80) and \$5,000 of Locally Driven Initiatives Operational budget was allocated to fund the project.
14. In December 2023 the scope of works for Rosedale Park - develop tree management plan (Activity ID 42277) were further refined with the local board resulting in an increased estimated cost for delivery of this project from from \$5,000 to \$8,000. Therefore, if the project is to continue a further allocation of \$3,000 Locally Driven Initiatives Operational budget is required.
15. This report provides the opportunity for the Upper Harbour Local Board to reallocate funding from an existing project in the 2023/2024 work programme to Rosedale Park - develop tree management plan (Activity ID 42277). Options for consideration to fund this shortfall are outlined in the advice and analysis section of this report.

Upper Harbour Ethnic Peoples Plan

16. Upper Harbour Ethnic Peoples Plan (Activity ID 4015) was approved as part of the 2023/2024 financial year Customer and Community Services Work Programme (Resolution number UH/2023/80) with an allocated Budget Of \$80,000 Locally Driven Initiatives Operating budget.
17. During a workshop with the Upper Harbour Local Board on 1 February 2024 officers provided an update of the project scope and next steps for the Upper Harbour Ethnic Peoples Plan (Activity ID 4015) which indicated a minor change in the project brief from the originally approved Activity Description.
18. It is recommended that the Upper Harbour Local Board approve a minor change to the Upper Harbour Ethnic Peoples Plan (Activity ID 4015) and update the activity description to include the following wording:
- this programme will also support ongoing implementation of outcomes for ethnic people during the development of the plan.

Ngā tūtohunga Recommendation/s

That the Upper Harbour Local Board:

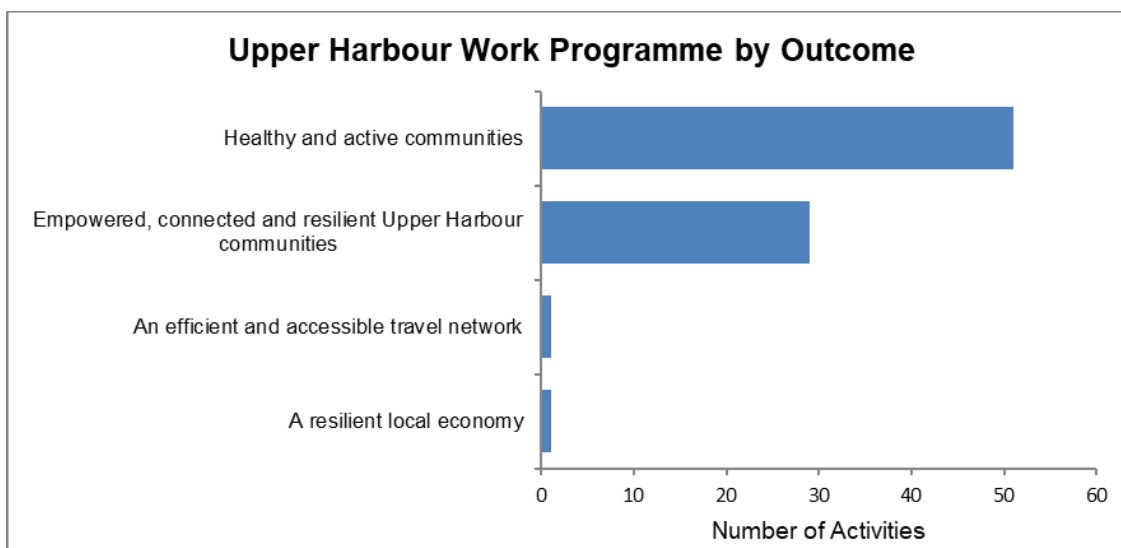
- a) whiwhi / receive the performance report for quarter two ending 31 December 2023
- b) whakaae / approve allocation of \$18,970 of returned funding from 2021/2022 community grants rounds to the following 2023/2024 work programme items to be delivered by 30 June 2024:

- i) \$3,000 to Rosedale Park - develop tree management plan (Activity ID 42277) bringing the total funding to \$8,000.
- ii) \$15,970 to Community Grants Upper Harbour (Activity ID 410) bringing the total funding available for the remainder of 2023/2024 to \$44,809.76
- c) whakaae / approve a minor amendment to the Upper Harbour Ethnic Peoples Plan (Activity ID 4015) Activity Description on the 2023/2024 work programme to include the following wording:
 - i) this programme will also support ongoing implementation of outcomes for ethnic people during the development of the plan

Horopaki Context

19. The Upper Harbour Local Board has approved 2023/2024 work programmes for the following operating departments:
 - Customer and Community Services
 - Infrastructure and Environmental Services
 - Auckland Emergency Management (AEM)
 - Local Governance
20. The graph below shows how the work programme activities meet Local Board Plan 2020 outcomes. Activities that are not part of the approved work programme but contribute towards the local board outcomes, such as advocacy by the local board, are not captured in this graph.

Graph 1: Work programme activities by outcome



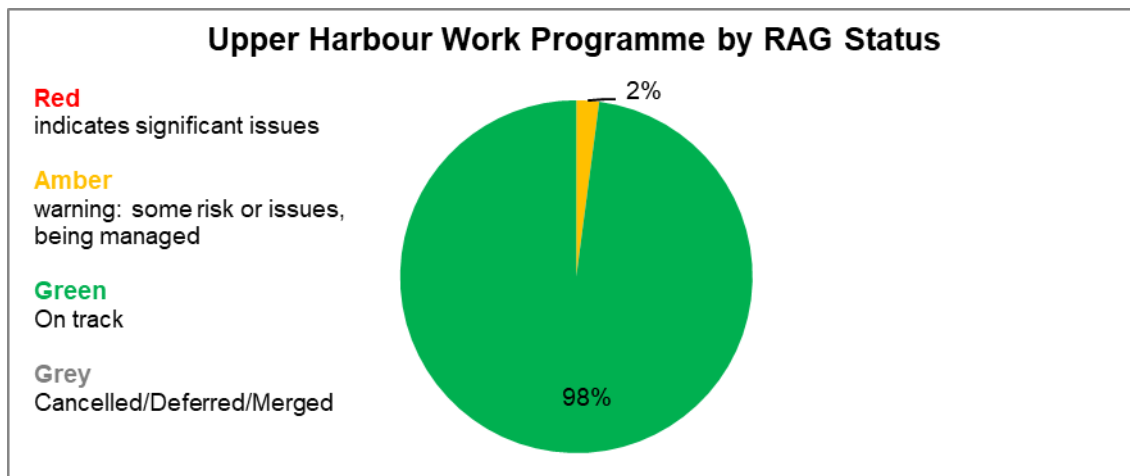
Tātaritanga me ngā tohutohu Analysis and advice

Local Board Work Programme Snapshot

21. 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

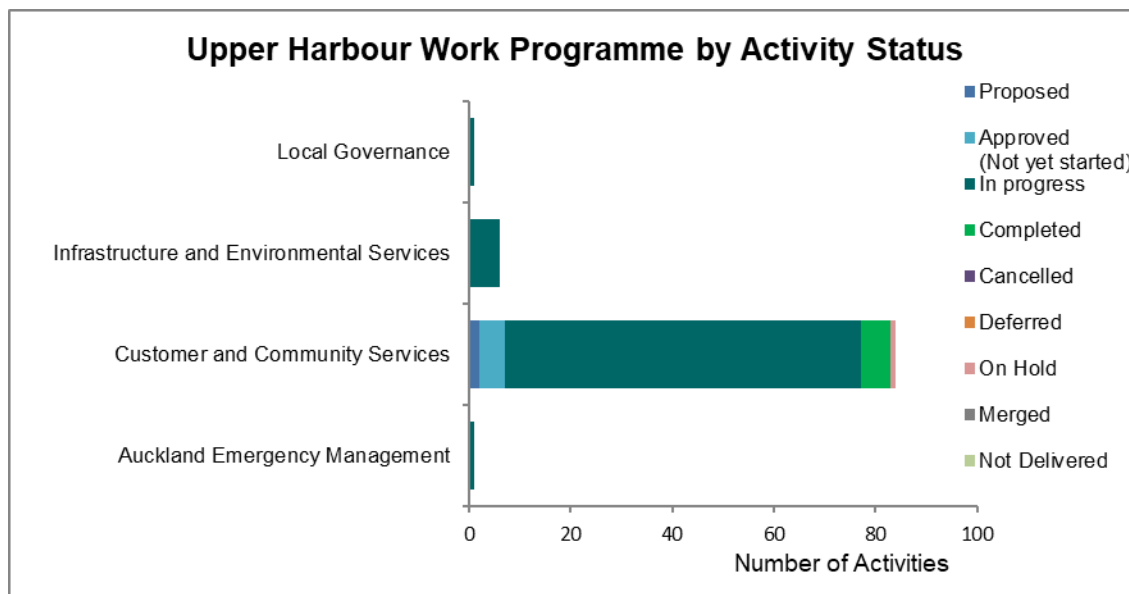
managed (amber), and activities that have significant issues (red) and activities that have been cancelled/deferred/merged (grey).

Graph 2: Work programme by RAG status



22. To complete the snapshot, and in addition to a RAG status, information on activity status is also collected for each quarter to show the stage of the activity. The graph below shows the activity status of activities in each departments work programmes. The number of activity lines differ by department as approved in the local board work programmes.

Graph 3: Work programme by activity status and department



Key activity updates

23. The key achievements in the delivery of the Upper Harbour Local Board work programmes for 2023/2024 financial year during quarter two include:
- Auckland Transport - Application and initial assessment road stopping Waimarie Road unformed legal road, Whenuapai (Activity ID 3) – the Land Status Report for Waimarie Road was provided during this quarter (November 2023)
 - Diverse Participation: Age friendly inclusion and diversity (Activity ID 396) – during quarter two there have been 11 hubs delivered at Albany Library with 25 people attending and two volunteers recruited locally; additionally Digital Seniors is looking for more venues to host hubs across Upper Harbour to increase community awareness and provide greater access

- Connected and Resilient Communities: Greenhithe (Activity ID 399) – in quarter two Greenhithe Community Trust have continued to host strong community focused activities and in addition to the regular weekly events held at the community house the group hosted or facilitated another 20 events including working bees, Greenhithe Youth community BBQ with parents, the Greenhithe Emergency Resilience meeting and Carols by Candlelight event on Christmas Eve
- Governance capacity building for community organisations – Upper Harbour (Activity ID 4013) – during quarter two staff met with Meadowood Trust Board to discuss their governance training needs and Threshold Management has been contracted to work with the board in February for two sessions followed by 1:1 mentoring for the Chair and Community House Manager
- Activation of community led venue partners Upper Harbour (Activity 404) – Albany Community Hub, Meadowood Community House, Sunderland Lounge – Te Rere and Headquarters – Te Mahere have all provided a quarterly activation report; additionally, Sunderland Lounge – Te Rere and Headquarters – Te Mahere have provided a programming report which are included in this report as Attachments C, D, E, F, G and H
- Community grants Upper Harbour (Activity ID 410) – during this quarter \$50,360.24 was spent towards Upper Harbour Local Grant Round One and Multi-board Grant Round One (Resolution number UH/2023/135)
- Sanders House - refurbish building (Activity ID 36492) – refurbishment work on Sanders House was completed in December 2023
- Te Kori Scott Point - develop sustainable sports park (Stage 1a), (Activity ID 16182) – during quarter two the informal recreation area adjacent to Joshua Carder Drive has been shaped and prepared for grass seeding, construction of the roundabout on the corner of Joshua Carder Drive and Craig's Way continued, traffic islands have been constructed and the Cycleway and footpaths around the intersection have been completed
- Caribbean Drive - sports field upgrade and new toilet facility (Activity ID 23782) – in quarter two the sports field drainage and turf installation was successfully completed
- Local civic events Upper Harbour (Activity ID 411) – Observation Green Playspace opening was held on 7 October 2023, with an attendance of 250 guests from the community and stakeholders.

Activities with some risk or issues, being managed

24. The following work programme activity has been identified by operating departments as having some risk or issues that are being managed and have been given an Amber RAG status:
- Rosedale Park - develop tree management plan (Activity ID 42277) – this project has been given an Amber RAG status due to the delivery costs of this project increasing from \$5,000 to \$8,000 and the risk of the projects cancellation should the decision to reallocate the required additional funding of \$3,000 (LDI Opex) budget not be made.

Activities on hold

25. The following work programme activity has been identified by operating departments as on hold:
- Upper Harbour implement actions from the Greenways Plan (Activity ID 20709) – this project remains on hold while scoping the new pathway extension from the end of Wharf Road to the existing footpath in Wharf Reserve is being carried out under the Wharf Reserve - renew walkways project (Activity ID 25966) and has an Amber RAG status.

Changes to the local board work programme in quarter two

Item 14

Activities with changes

26. The following work programme activities have changes which have been formally approved by the local board.

Table 1: Work programme changes formally approved by the Upper Harbour Local Board

ID/Ref	Work Programme Name	Activity Name	Summary of Change	Resolution number
1501	Customer and Community Services	Continue to monitor opportunities for Albany library service provision	\$50,000 of LDI Opex budget was reallocated to this project to fund the Geotechnical assessment report for a new library at the Albany Pool Stadium site. \$46,800 LDI Opex budget was reallocated from Upper Harbour Community Grants (Activity ID 410) and an allocation of \$3,200 came from film permit revenue	UH/2023/149
410	Customer and Community Services	Community grants Upper Harbour	<p>\$46,800 of Locally Driven Initiatives Operational budget was reallocated from Community Grants to fund a Geotechnical assessment report at the Albany Pool Stadium site identified for a new library facility in Albany (Activity ID 1501).</p> <p>This reduced the total Community Grants remaining 2023/2024 budget to \$28,839.76 for one local grant round and one multi-board Grant round.</p>	UH/2023/149

Attachment B

Community grants – Upper Harbour

27. The local board initially set a total of \$126,000 LDI Opex for the community grants programme (Activity ID 410) for the 2023/2024 financial year.
28. At the October 2023 business meeting a total of \$50,360.24 was allocated to Local Grant Round One and Multi-board Grant Round One applications.
29. At the November 2023 business meeting the local board reallocated \$46,800 LDI Opex from community grants to fund a Geotech assessment report at the Albany Pool Stadium site identified for a new library facility in Albany (Activity ID 1501).

30. The total remaining community grant budget for 2023/2024 is \$28,839.76 for one local grant round and one multi-board grant round.
31. Two funding recipients from the 2021/2022 grants funding rounds have returned funding totaling \$18,970 as outlined in table 2 below:

Table 2: returned funding from community grants 2021/2022

Application Number	Amount	Applicant	Grant Round	Reason for refund
QR221705	\$470	Greenhithe Football Club	2021/2022 Upper Harbour Quick response Round One	Project underspent
LG2217-110	\$18,500	North Harbour B.M.X Association Incorporated	2021/2022 Upper Harbour Local Grant Round One	Project delayed. Applicant will reapply for funding support at a later stage.
Total	\$18,970			

32. The \$18,970 LDI Opex can be reallocated to existing projects within the Upper Harbour 2023/2024 work programme that can be delivered by the end of the financial year 30 June 2024.
33. There is one local grant round and one multi-board grant round remaining for the 2023/2024 financial year as outlined in table 3 below:

Table 3: remaining community grants rounds 2023/2024

2023/2024 grant rounds	Opens	Closes	Decision to be made
Local Grant Round Two	19 February 2024	29 March 2024	22 May 2024
Multi-board Grant Round Two	15 January 2024	15 March 2024	22 May 2024

34. Historically the Upper Harbour community grant funding rounds are oversubscribed.
35. Staff recommend allocating the returned 2021/2022 community grants funding of \$18,970 as follows:
 - \$15,970 to the 2023/2024 community grants budget bringing the total funding available for one local grant round and one multi-board grant round to \$44,809.76.
 - \$3,000 to Rosedale Park develop tree management plan (Activity ID 42277)

Rosedale Park - develop tree management plan

36. Rosedale Park - develop tree management plan (Activity ID 42277) was approved as part of the 2023/2024 Customer and Community Services work programme and \$5,000 LDI Opex was allocated to fund the project.
37. The approved scope of Rosedale Park - develop tree management plan (Activity ID 42277) was to develop a tree management plan, in consultation with Rosedale Park stakeholders, which includes planting and tree maintenance, or removal as required within Rosedale Park.

38. In December 2023, officers confirmed the scope for this project with the Upper Harbour Local Board as follows:
- undertake a long-term strategic assessment of the current tree population and identify any management actions required
 - the plan intends to ensure good urban forest outcomes for now and into the future
 - the audience for the plan will be internal and external stakeholders
 - a recent tree assessment has been undertaken on some of the trees, these trees will be excluded from the plan, but the assessment will be referred to in the final plan
 - the plan will include:
 - areas that could be considered for future planting; the planting may be done by Auckland Council or community volunteer groups depending on the location
 - strategic direction on what should inform the planting principals around species selection and planting locations
 - a staged program of works regarding tree management e.g. short-term, medium-term and long-term.
39. Now that the project scope has been further refined and confirmed with the local board, the overall cost for delivery has increased from \$5,000 to \$8,000. If this project is to continue a further allocation of \$3,000 LDI Opex is required.
40. This report provides the opportunity for the local board to reallocate funding from existing projects in the 2023/2024 work programme to Rosedale Park - develop tree management plan (Activity ID 42277).
41. Should the local board decide not to continue with Rosedale Park - develop tree management plan (Activity ID 42277) this report provides the opportunity for the local board to cancel the project and reallocate the current budget of \$5,000 LDI Opex to an existing project in the 2023/2024 work programme.
42. Table 4 below provides options and analysis for the local board to consider reallocating \$3,000 LDI Opex budget to fund the increased delivery costs of Rosedale Park - develop tree management plan (Activity ID 42277).

Table 4: option analysis to fund the increased delivery costs of Rosedale Park - develop tree management plan (Activity ID 42277).

Option	Activity ID and Name	Budget remaining 2023/2024	Staff comments
1	Returned 2021/2022 community grants funding	\$18,970	Recommended option Fund \$3,000 from the returned 2021/2022 community grants funding to the Rosedale tree management plan. Staff recommend the remaining funding of \$15,970 be allocated to 2023/2024 community grants
2	ID: 410 Upper Harbour Community Grants	\$28,839.76 at the time of writing this report.	Not recommended Fund \$3,000 from Upper Harbour Community Grants. The remaining budget of \$28,839.76 for one local grant round and one multi-

		Staff recommendation in this report is to increase this overall budget to \$44,809.76 by allocating \$15,970 of returned 2021/2022 community grants funding.	board grant round is a reduced budget and as there are no significant implications for utilising option one; reducing the Community Grants budget further is not the recommended option.
3	ID: 4014 Albany Plan + ID: 4015 Upper Harbour Ethnic Peoples Plan	\$50,000 (Albany Plan) \$80,000 (Ethnic Peoples Plan)	Not recommended Fund \$1,500 from Albany Plan. Fund \$1,500 from Upper Harbour Ethnic Peoples Plan. The budget reduction of \$1,500 for each of these projects is minor enough to not have significant implications for delivery and can be mitigated by staff providing support for the community engagement for each plan.
4	Cancellation of project (Rosedale Park - develop tree management plan (Activity ID 42277))	\$5,000	Not recommended Cancel the project and reallocate the approved budget of \$5,000 LDI Opex. If Rosedale Park - develop tree management plan is cancelled Auckland Council currently have a contract in place with Treescape which covers general maintenance of the trees at Rosedale Park. If Rosedale Park - develop tree management plan does not get delivered the unspent budget of \$5,000 LDI Opex can be reallocated to a different project on the 2023/2024 Upper Harbour Work Programmes which can utilise the budget by 30 June 2024 or the budget risks getting absorbed into organisational savings.

43. In the event of the cancellation of Rosedale Park - develop tree management plan (Activity ID 42277) this report provides the opportunity to reallocate the unspent \$5,000 LDI Opex to an existing project within the 2023/2024 work programme that can commit to spending the full budget by 30 June 2024, as any unspent budget following the end of the financial year risks getting absorbed into organisational savings.

44. Should the local board direction be to cancel the Rosedale Park - develop tree management plan (Activity ID 42277) officers recommend reallocating the \$5,000 LDI Opex to Upper Harbour Community Grants (Activity ID 410)

Upper Harbour Ethnic Peoples Plan

45. Upper Harbour Ethnic Peoples Plan (Activity ID 4015) was approved as part of the 2023/2024 Customer and Community Services Work Programme with an allocated budget of \$80,000 Locally Driven Initiatives Operating budget (LDI Opex).
46. The approved Activity Description of the Upper Harbour Ethnic Peoples Plan (Activity ID 4015) is as follows:
- Develop in collaboration with community and key stakeholders an Ethnic Peoples Plan to inform how we support our diverse communities to achieve their goals and aspirations.
47. During a workshop with the Upper Harbour Local Board on 1 February 2024 officers provided an update of the project scope and next steps for the Upper Harbour Ethnic Peoples Plan (Activity ID 4015).
48. The update indicated a minor change in the project brief from the originally approved Activity Description as the project plan included using part of the approved budget for developing an Ethnic Peoples Plan and part of the approved budget for implementation of outcomes identified during the development of the Ethnic Peoples Plan.
49. The development of the Upper Harbour Ethnic Peoples Plan (Activity ID 4015) will be delivered during the 2023/2024 financial year and will inform and support projects in future work programmes.
50. It is recommended that the Upper Harbour Local Board approve a minor change to the Upper Harbour Ethnic Peoples Plan (Activity ID 4015) and update the activity description to include the use of the allocated funding for implementation of outcomes identified during the development of the Ethnic Peoples Plan.
51. The recommended additional wording is as follows:
- this programme will also support ongoing implementation of outcomes for ethnic people during the development of the plan.

Tauākī whakaaweawe āhuarangi Climate impact statement

52. Receiving performance monitoring reports will not result in any identifiable changes to greenhouse gas emissions.
53. Work programmes were approved in July 2023 and September 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.
54. The local board is invested in a number of sustainability projects, which aim to build awareness around sustainable practices, and support changing behaviour at a local level, which include:
- Upper Harbour Ecological volunteers and environmental programme FY24 (Activity ID 595) – in quarter two handover to the new Community Ranger, inductions to Upper Waitemata Ecology Network and continued pest plant and animal control, and planting maintenance by volunteers occurred
 - Pest Free Upper Harbour strategy (Activity ID 3015) – Pest Free Upper Harbour Strategy has been developed and in quarter two all feedback was reviewed

successfully; updates were made and the updated final draft is ready for local board approval

- Industrial Pollution Prevention Programme – Upper Harbour (Activity ID 4017) – aims to inform industry about the impacts that their activities may be having on local waterways and in quarter two, a water quality sensor was installed in an outlet in a stormwater pond and linked to a council monitoring system which has enabled Healthy Waters staff to monitor the frequency of suspected pollution events
- Restoration of the Waiarohia Stream (Activity ID 720) – is a community driven initiative to restore the Waiarohia Stream and in quarter two Te Ngahere conducted planting maintenance at Waiarohia with invasive species like willow weed, reed sweetgrass, gorse, blackberry, and woolly nightshade being controlled
- Ecology initiatives assistance programme Upper Harbour (Activity ID 716) – provides continued support for conservation projects proposed by the community, as part of the implementation of the Upper Harbour Ecological Connectivity Strategy and during this quarter funding agreements have been established with the Upper Waitemātā Ecology Network Coordinators, Greenhithe Trust, Herald Island Group, Living Whenuapai and Habitat Hobsonville.
- Construction Waste Education and Leadership Upper Harbour (Activity ID 1441) – has established a construction and demolition waste advisor to work with developers to improve site practices; during quarter two 55 visits were completed with seven occurrences of illegal dumping identified and four incidents being referred to the Council Compliance team.

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

55. When developing the work programmes council group impacts and views are presented to the local boards.

Rosedale Park - develop tree management plan

56. The advice and recommendations outlined in this report in relation to the reallocation of funding to Rosedale Park - develop tree management plan (Activity ID 42277) have been developed collaboratively with Customer and Community Services Directorate and Local Board Services.
57. Customer and Community Services delivery staff have confirmed capacity to deliver the Rosedale Park - develop tree management plan (Activity ID 42277) with additional funding outlined in the recommendation section of this report.

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

58. This report informs the Upper Harbour Local Board of the performance for quarter two of 2023/2024 financial year - from 1 October 2023 to 31 December 2023.

Tauākī whakaaweawe Māori Māori impact statement

59. The Upper Harbour Local Board's work programme contains a number of activities aimed at delivering on Māori outcomes for the 2023/2024 financial year.
60. Highlights for the quarter two reporting period on activities with a direct focus on Māori outcomes are outlined below:
- Māori responsiveness Upper Harbour (Activity ID 403) – aims to support local Māori in delivering social and economic outcomes and during quarter two Te Ohu o Onekiritēa

hosted an Art Pop Up in partnership with Te Kawerau ā Maki which was part of the Art Point event held in Hobsonville Point on 11 November 2023.

- Library services - Upper Harbour (Activity ID 1110) – in quarter two 'Korero Mai te reo Māori', a volunteer led conversation class, continued to attract enthusiastic participation.

Ngā ritenga ā-pūtea Financial implications

61. This report is provided to enable the Upper Harbour Local Board to monitor the organisation's progress and performance in delivering the 2023/2024 work programmes.

Community grants – Upper Harbour

62. Two funding recipients from the 2021/2022 grants funding rounds have returned funding totaling \$18,970 which can be reallocated to existing projects within the Upper Harbour 2023/2024 work programme that can be delivered by the end of the financial year 30 June 2024.
63. Options for allocation of this funding is outlined in the analysis and advice section of this report.

Rosedale Park - develop tree management plan

64. The local board approved the Upper Harbour 2023/2024 work programmes at the 27 July 2023 and 14 September 2023 business meetings.
65. The extra funding required for the Rosedale Park - develop tree management plan (Activity ID 42277) to continue as per the confirmed scope is \$3,000 Locally Driven Initiatives Operational (LDI Opex) budget.
66. Options for reallocating funding from existing projects for Rosedale Park - develop tree management plan (Activity ID 42277) to continue are considered in the 'analysis and advice' section of this report.

Financial Performance

67. 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.
68. 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

69. 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.
70. Information about any significant risks and how they are being managed and/or mitigated is addressed in the 'Activities with significant issues' section.

Rosedale Park - develop tree management plan

71. If the local board do not support reallocating \$3,000 from existing projects to fund the increased costs to the Rosedale Park - develop tree management plan (Activity ID 42277) the project will be cancelled and funding returned to the local board for further decision.
72. Should the local board decide to cancel Rosedale Park – develop tree management plan (Activity ID 42277) and the current approved budget of \$5,000 Locally Driven Initiatives Operational (LDI Opex) budget is not reallocated to an existing LDI Opex funded project on the 2023/2024 financial year work programme that can be spent by 30 June 2024, the funding will be absorbed into organisational savings.

Ngā koringa ā-muri Next steps

73. The local board will receive the next performance update following the end of quarter three, 31 March 2024.
74. The Upper Harbour Local Board 2023/2024 work programmes will be updated and implemented to reflect the local board decisions.

Ngā tāpirihanga Attachments

No.	Title	Page
A	Upper Harbour Local Board Work Programme 20232024 Q2 Report	51
B	Upper Harbour Local Board Financial Report to 31 December 2023 - CONFIDENTIAL	
C	Albany Com Hub Quarterly reporting Q2 - Activation	77
D	Q2 - Dec 2023 Quarterly Report Meadowood Centre	81
E	Sunderland Lounge Activation - Dec 2023	87
F	Headquarters Activation - Dec 2023	93
G	Sunderland Lounge Programming - Dec 2023	99
H	Headquarters Programming - Dec 2023	103

Ngā kaihaina Signatories

Authors	Robert Marshall - Local Board Advisor
Authorisers	Lesley Jenkins - Local Area Manager

Hōtaka Kaupapa / Governance forward work calendar

File No.: CP2023/18860

Item 15

Te take mō te pūrongo

Purpose of the report

1. To receive the updated Hōtaka Kaupapa / governance forward work calendar for February 2024 – April 2024.

Whakarāpopototanga matua

Executive summary

2. The Hōtaka Kaupapa / governance forward work calendar for the Upper Harbour Local Board is in Attachment A to the agenda report. The calendar is updated monthly, reported to business meetings, and distributed to council staff.
3. The Hōtaka Kaupapa / governance forward work calendars were 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.
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 Upper Harbour Local Board:

- a) whiwhi / receive the Upper Harbour Local Board Hōtaka Kaupapa / governance forward work calendar for February 2024 – April 2024 (refer to attachment A).

Ngā tāpirihanga

Attachments

No.	Title	Page
A	Hōtaka Kaupapa / governance forward work calendar for February 2024 – April 2024	109

Ngā kaihaina

Signatories

Authors	Max Wilde - Democracy Advisor (Upper Harbour Local Board)
Authorisers	Lesley Jenkins - Local Area Manager

Workshop records

File No.: CP2023/18861

Te take mō te pūrongo

Purpose of the report

1. To receive the records of the Upper Harbour Local Board workshops held on Thursday 23 November 2023 and Thursday 1 February 2024. A copy of the workshop records is attached (refer to attachments A and B).

Ngā tūtohunga

Recommendation/s

That the Upper Harbour Local Board:

- a) whiwhi / receive the records of the Upper Harbour Local Board workshops held on Thursday 23 November 2023 and Thursday 1 February 2024 (refer to attachments A and B).

Ngā tāpirihanga

Attachments

No.	Title	Page
A	Upper Harbour Local Board record of workshop - 23 November 2023.	113
B	Upper Harbour Local Board record of workshop - 1 February 2024.	117

Ngā kaihaina

Signatories

Authors	Max Wilde - Democracy Advisor (Upper Harbour Local Board)
Authorisers	Lesley Jenkins - Local Area Manager

Local Board Members' Reports - February 2024

File No.: CP2023/18862

Item 17

Te take mō te pūrongo

Purpose of the report

1. To provide an opportunity for members to update the Upper Harbour Local Board on matters they have been involved in over the last month.

Whakarāpopototanga matua

Executive summary

2. An opportunity for members of the Upper Harbour Local Board to provide a report on their activities for the month.

Ngā tūtohunga

Recommendation/s

That the Upper Harbour Local Board:

- a) whiwhi / receive the verbal and written local board members reports.

Ngā tāpirihanga

Attachments

There are no attachments for this report.

Ngā kaihaina

Signatories

Authors	Max Wilde - Democracy Advisor (Upper Harbour Local Board)
Authorisers	Lesley Jenkins - Local Area Manager

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

That the **Upper Harbour 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.

14 **Auckland Council's Performance Report: Upper Harbour Local Board for quarter two 2023/2024 - Attachment B - Upper Harbour Local Board Financial Report to 31 December 2023**

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. 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) 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.

ATTACHMENTS

Item 8.1 Attachment A North Harbour Budgeting Services
Incorporated presentation.

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