

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

Date: Tuesday, 28 May 2024
Time: 9.30am
Meeting Room: The Leslie Comrie Board Room,
Venue: Level One Franklin: The Centre,
12 Massey Ave,
Pukekohe
and via Microsoft Teams videoconference

Franklin Local Board

OPEN AGENDA

MEMBERSHIP

Chairperson	Angela Fulljames
Deputy Chairperson	Alan Cole
Members	Malcolm Bell JP
	Sharlene Druyven
	Gary Holmes
	Amanda Hopkins
	Andrew Kay
	Amanda Kinzett
	Logan Soole

(Quorum 5 members)

Denise Gunn
Democracy Advisor

21 May 2024

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1 Nau mai | Welcome

The meeting will open with karakia and the Chair will 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 Franklin Local Board:

- a) whakaū / confirm the ordinary minutes of its meeting, held on Tuesday, 23 April 2024, and the ordinary minutes of its meeting, held on Tuesday, 30 April 2024 as true and correct.

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 Franklin Local Board. This means that details relating to deputations can be included in the published agenda. Total speaking time per deputation is ten minutes or as resolved by the meeting.

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

9 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.”

Auckland Council's Quarterly Performance Report: Franklin Local Board for Quarter Three 2023/2024

File No.: CP2024/04238

Te take mō te pūrongo Purpose of the report

1. To provide the Franklin Local Board with an integrated quarterly performance report for Quarter Three, 1 January – 31 March 2024.

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 work programme is produced annually and aligns with the Franklin Local Board Plan outcomes.
4. The key activity updates from this quarter are:
 - \$150,000 approved to support development of facilities identified within the Franklin Sport and Active Recreation Facilities Plan.
 - Five arts initiatives delivered with support of the Arts Broker programme in areas without immediate access to Council's arts services including Clevedon, Waiuku, Āwhitu and Beachlands.
 - 'Operation Beaches' delivered as part of the Community-led Placemaking and Safety programme to support responsible public use of popular beach areas (and mitigating impact on the communities in those areas), including at Kawakawa Bay, Maraetai and Karioitahi.
 - Seddon Park and Samuel Miller Park (Pukekohe) public toilet renewals completed.
 - Whitford Community Hall and Waiuku War Memorial Hall improvements and roof refurbishments were completed.
 - 106 volunteers co-ordinated to free newly planted trees from weeds along the Papakura Stream over nine "Tree rescue" days as part of the Papakura Stream Restoration programme
5. All operating departments with agreed work programmes have provided a quarterly update against their work programme delivery. Activities are reported with a status of green (on track), amber (some risk or issues, which are being managed) or grey (cancelled, deferred or merged). The following activities are reported with a status of red (behind delivery, significant risk):
 - ID ref 1287 – Wider southern local settlements planning scoping study.
6. Subsequent to the report on work programme progress outlined in Attachment A, some further information has been provided by departments to indicate areas of underspend. Options for reallocation of budget are provided for board direction and approval.

7. Net operating performance for Franklin Local Board is six percent below budget for the nine months ended 31 March 2024. Operating expenditure is six per cent below budget, and operating revenue is almost on budget. Capital expenditure is ten per cent behind budget year to date.

Ngā tūtohunga Recommendation/s

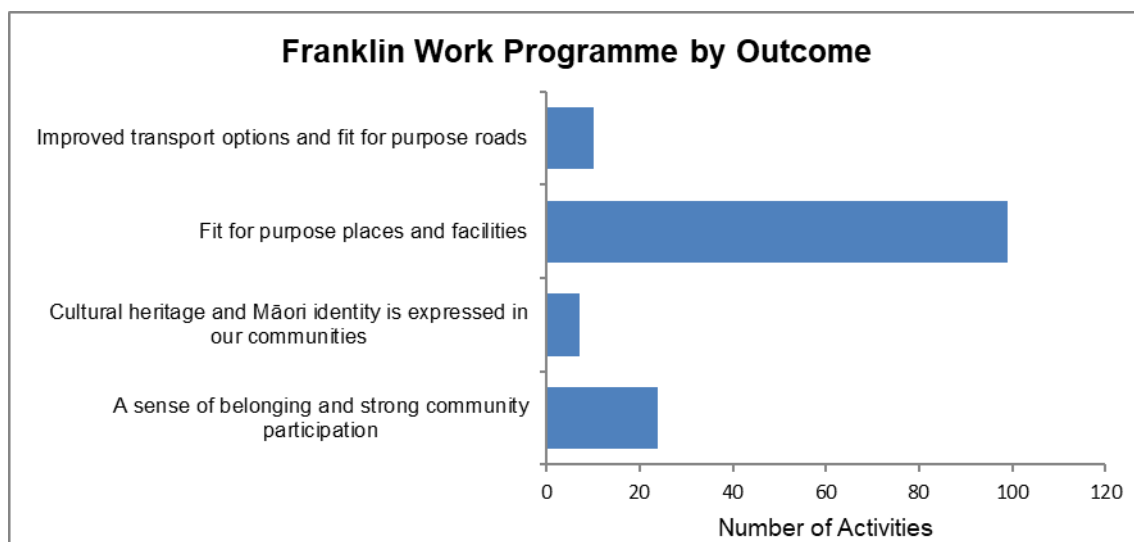
That the Franklin Local Board:

- a) receive the performance report for quarter three ending 31 March 2024
- b) approve reallocation of available 2023-2024 work programme LDI budget to enable maximum delivery to the community from budget available.

Horopaki Context

8. The Franklin Local Board has an approved 2023/2024 work programme for the following:
 - Customer and Community Services
 - Infrastructure and Environmental Services
 - Plans and Places
 - Auckland Emergency Management.
9. The graph below shows how the work programme activities meet Local Board Plan outcomes. Activities that are not part of the approved work programme but contribute towards the local board outcomes, such as advocacy by the local board, are not captured in this graph.

Graph 1: Work programme activities by outcome

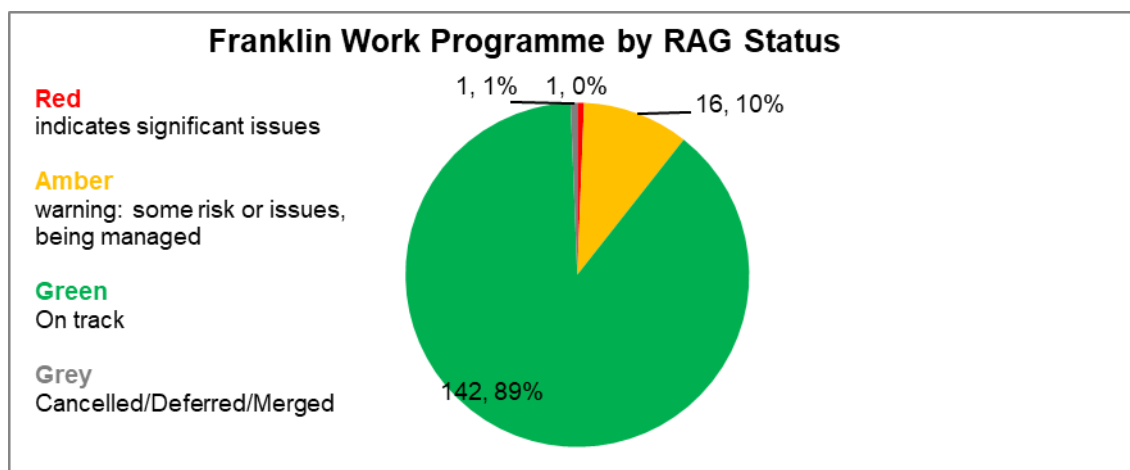


Tātaritanga me ngā tohutohu Analysis and advice

Local Board Work Programme Snapshot

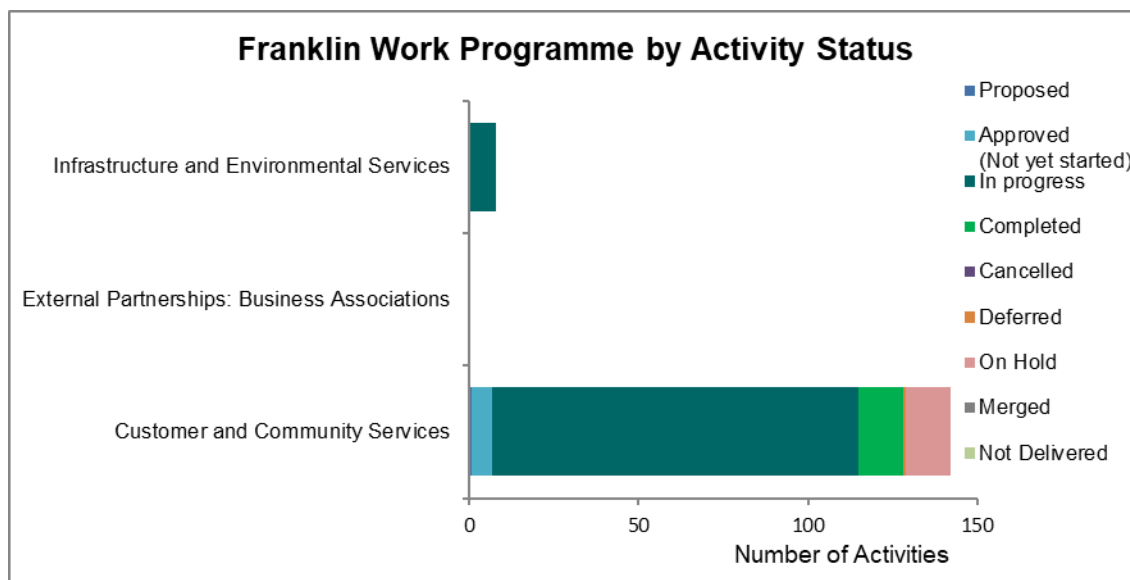
10. The graph below identifies work programme activity by RAG status (red, amber, green and grey) which measures the performance of the activity. It shows the percentage of work programme activities that are on track (green), in progress but with issues that are being managed (amber), activities that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

Graph 2: Work programme performance by RAG status

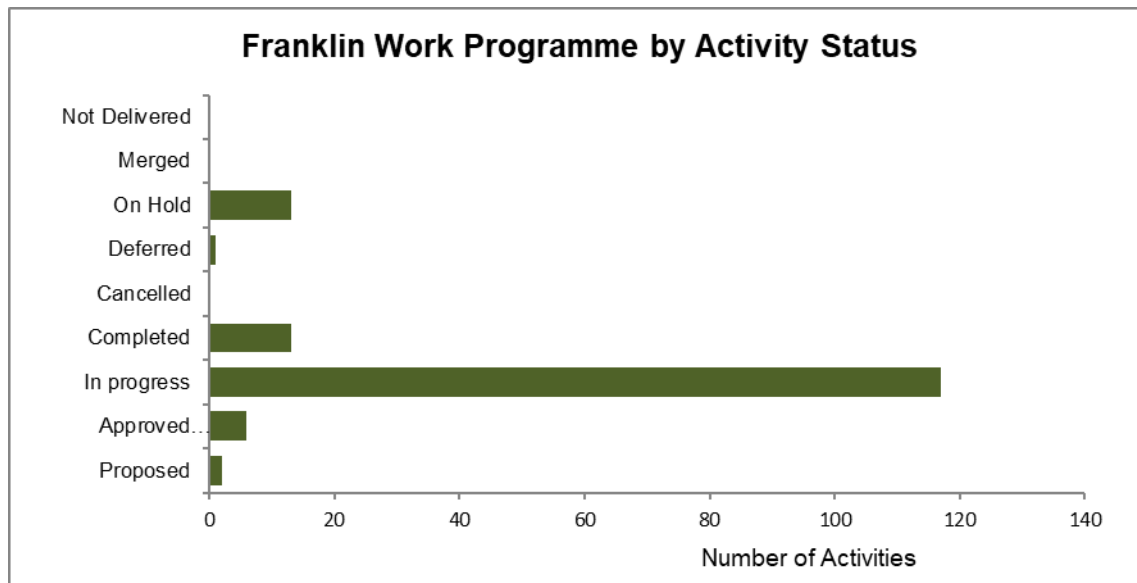


11. The graph below shows the stage of the activities in each department's work programmes. The number of activity lines differ by department as approved in the local board work programmes.

Graph 3: Work programme performance by activity status and department



Graph 4: Work programme performance by activity status



Item 11

Key activity updates from Quarter Three

12. Work programme ID reference 2 - \$150,000 approved to support development of facilities identified within the Franklin Sport and Active Recreation Facilities Plan including:
 - \$50,000 to Pohutukawa Coast Bike Club Incorporated to support track development, winterproofing of tracks, construction of a skills park and purchase of an eco-toilet.
 - \$100,000 to Patumahoe Tennis Club Incorporated to support the renewal of five tennis courts and the associated floodlights.

This work programme line delivers to Franklin Local Board Plan 2020 objective 3: Fit for Purposes Places and Facilities.

13. Work programme ID reference 108 - 5 arts initiatives delivered with support of the Arts Broker programme in areas without immediate access to Council’s arts services including Clevedon, Waiuku, Āwhitu and Beachlands including:
 - Clevedon Arts Trail activities
 - Waiuku Theatre Production performance ‘The Shoestring’
 - Bluelight mural series at Āwhitu, curated by Ngaati te Ata artists.

This work programme line delivers to Franklin Local Board Plan 2020 objective 6: A sense of belonging and strong community participation.

14. Work programme reference 114 – ‘Operation Beaches’ delivered as part of the Community-led Placemaking and Safety programme to support responsible public use of popular beach areas (and mitigating impact on the residents in those areas), including at Kawakawa Bay, Maraetai and Karioitahi. This work programme line delivers to Franklin Local Board Plan 2020 objective 6: A sense of belonging and strong community participation.
15. Work programme reference ID 25952 - Seddon Park and Samuel Miller Park (Pukekohe) public toilet renewals completed. This work programme line delivers to Franklin Local Board Plan 2020 objective 3: Fit for Purposes Places and Facilities.
16. Work programme reference ID 27770 Whitford Community Hall and ID 20742 Waiuku War Memorial Hall improvements and roof refurbishments were completed. This work programme line delivers to Franklin Local Board Plan 2020 objective 3: Fit for Purposes Places and Facilities.

17. Work programme reference ID 616 - 106 volunteers co-ordinated to free newly planted trees from weeds along the Papakura Stream over nine "Tree rescue" days as part of the Papakura Stream Restoration programme. This work programme line delivers to Franklin Local Board Plan 2020 objective 4: Kaitiakitanga and protection of our environment.
18. Activities with significant issues
ID ref 1287 – Wider southern local settlements planning scoping study is an ongoing work programme line which has been delayed due to changes to the Auckland Council planning frameworks brought about by changes in national policy. Work on this project will resume once the implications on the Unitary Plan are more fully understood.

Activities on hold

19. The following work programme activities have been identified by operating departments as on hold:
 - Work Programme ID ref 28595 -Colin Lawrie Reserve Playground renewal – pending assessment of service needs.
 - Work programme ID reference 15559 -Umupuia Reserve Park asset renewals – pending board to iwi discussion on project scope.
 - Work programme ID 20699 - Te Puru Park skatepark renewal – pending assessment of relocation options.
 - Work programme ID reference 32134 – Clevedon Scenic Reserve play items renewal – pending direction on scope.
 - Work programme ID 3551 – Tuia programme – pending confirmation of Auckland Council's ability to support the programme. Subsequent to the report on this work programme in attachment A, it has been confirmed that Auckland Council are no longer in a position to support this programme, and the balance of funding is recommended for reallocation (see below in paragraph 21).

Changes to the local board work programme

Deferred activities

20. These activities are deferred from the current work programme into future years:
 - Work programme ID 28652 - Kingseat Recreation Reserve Park asset renewal – deferred to future years on board direction as a low priority in 2023-2024.
 - Work programme ID 4039 – Franklin Service Property portfolio review – deferred to commence in 2024-2025. Bombay Hall lease and proposal for transfer of the Bombay War Memorial Hall is being progressed by the Community Leases team. Ardmore Hall and Bell field optimisation is being progressed by Eke Panuku. Beachlands property optimisation reinvestment advice remains outstanding.

Requested changes to the work programme

21. Staff leading the following work programme activities have indicated that allocated budget will not be spent in 2023-2024, and recommended that the funds be reallocated to other activities. Some of this advice is not reflected in the Q3 work programme report attachment A, but through additional information provided to Local Board Services since Attachment A was produced. If funds are not reallocated, the budget will be considered as Council budget savings. Updated information on available reallocations will be tabled at the meeting for the board's consideration.

Table 1: work programmes signalled underspend

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ID/Ref	Work Programme Name	Rationale for underspend	Underspend/funds available for reallocation.
533	Mangrove removal programme	The community has not been able to fully use the \$40,000 funding allocated in 2023-2024. Staff recommend reallocating \$20,000 and reducing budget in 2024-2025 to reflect delivery capacity needs.	\$20,000
3551	Tuia programme	Local Boards are no longer supported to participate in the national TUIA programme. \$929 has been spent from FY24 supporting 2023 programme delivery.	\$2,000
3552	Ara Kōtui	This \$6,000 budget is used for attendance fees and any projects identified by the roopu. Although not all invoices have been submitted to the year, staff recommend reallocating \$4,000, and reducing allocated budget in 2024-2025.	\$4,000
112	Capacity and resilience building	All programmes have been delivered to capacity. Initial indication within attachment A indicated a \$25,000 underspend, however staff have confirmed that \$5,000 in funding has been allocated to a Beachlands group toward emergency preparedness and \$5,000 has been spent to Community Partnerships expressions of interests process, due for completion in June 2024. \$15,000 is available for reallocation.	\$15,000
44785	Bin Facilities Top up	Due to delays in the regionally directed reduction in bin service levels, only half of the \$90,000 contributed by the board to offset bin removal is needed.	\$45,000
Total available for reallocation at board direction			\$86,000

22. The following work programme activities indicated that they are in a position to enhance the scope if additional funds can be allocated to delivery in 2023-2024:

Table 2: Work programmes options for additional funding

ID/Ref	Work Programme Name	Additional deliverable	Additional funds guideline
552	Predator free Franklin Te Arahikoi	Purchase of trees, planting materials, bait and traps for use. Arahikoi have confirmed ability to enable planting projects identified by members (pending tree availability) in Clarks Beach and Patumahoe	\$40,000
570	Finding Franklin Bats	to enable the contractor to promote local participation in the programme in advance of 2024-25 programme.	\$10,000
616	Papakura Stream restoration	To enable the contractor to promote and enable community participation in planting, maintenance and education programmes as well as to attract third party investment.	\$10,000
3107	Franklin Local Economic Broker	To facilitate the promotion of Franklin Food production in conjunction with the Kitchen Project and to accelerate development of the Franklin Economic Narrative	\$10,000
121	Coastal Rescue Service Grants	Increase budget available for final Coastal Rescue Service Grant round.	TBC pending review of applications

23. Staff have also requested approval from the board to allocate \$147,257 of unallocated LDI Capex renewal funding to Karaka Hall carpark renewal. The \$147,257 is the balance that remains unallocated following the board's approval to rephase work programme ID reference 20637 Pukekohe War Memorial Hall renewal through the Quarter 2 report.

Tauākī whakaaweawe āhuarangi Climate impact statement

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

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

26. When developing the work programmes council group impacts and views are presented to the local board.

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

27. This report informs the Franklin Local Board of the performance for Quarter Three ending 31 March 2024.

Tauākī whakaaweawe Māori Māori impact statement

28. Work programme ID reference 116 – Local Māori responsiveness – iwi leaders have been engaged by a contractor on behalf of the board to provide feedback on the local board approach to responding to Māori. A workshop with the board is scheduled for May 2024.
29. Work programme ID reference 564 – Te Korowai o Papatuaanuku – Ngaati te Ata continue planting and maintenance work at cultural sites of significance at Waipipi, Rereetewhioi, Taahuna Paa and Taitua.
30. Work programme ID reference 3552 – Ara Kōtui – A hui was held 13th February 2024 to discuss feedback from the roopu on the Local Board reorganisation proposal and to share and seek feedback on proposed local board priorities for 2024-2025. A hui held 12th March saw Ngaati te Ata and Ngaati Whanaunga share their respective priorities and the future on Ara Kōtui as a forum was discussed.

Ngā ritenga ā-pūtea Financial implications

31. This report is provided to enable Franklin Local Board to monitor the organisation's progress and performance in delivering the 2023/2024 work programmes. Staff recommend reallocating some Locally Driven Initiative Operating Expenditure (LDI Opex) budgets from initiatives outlined in Table 1, and reallocate to options outlined in Table 2. The reallocation recommendation has no financial impact on the overall LDI Opex budget.

Financial Performance

32. Operating expenditure of \$12.6 million is \$808,000 below budget.
33. For ABS (Asset Based Services) operating expenditure, underspend of \$689,000 is largely in scheduled and response maintenance costs, depreciation costs, and grants payment timings. ABS is over budget in increased facility utility and security costs, and salary costs as annual leave is traditionally taken over this summer season.
34. For LDI (Locally Driven Initiatives) operating expenditure is overall \$119,000 behind budget year to date, however it is forecast to be close to budget by year end. There are no identified financial implications.
35. Operating revenue of \$320,000 is almost on budget.
36. Capital Expenditure of \$7.1 million is ten percent behind budget spend for the year largely in coastal renewals experiencing delays, and a project cancellation.
37. The financial report for the year ended 31 March 2024 for Franklin Local Board area is attached as Appendix B.

Ngā raru tūpono me ngā whakamaurutanga Risks and mitigations

38. 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.
39. The approved Customer and Community Services capex work programme include projects identified as part of the Risk Adjusted Programme (RAP). These are projects that the Community Facilities delivery team will progress, if possible, in advance of the programmed delivery year. This flexibility in delivery timing will help to achieve 100 per cent financial delivery for the financial year if projects intended for delivery in the current financial year are delayed due to unforeseen circumstances.
40. 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

41. The local board will receive the next performance update following the end of Quarter Four (30 June 2024).

Ngā tāpirihanga Attachments

No.	Title	Page
A	Franklin Local Board Quarter Three - work programme update 2024	17
B	Franklin Local Board Quarterly Performance Report Q3 2024	53

Ngā kaihaina Signatories

Author	Georgina Gilmour - Senior Local Board Advisor
Authorisers	Louise Mason - General Manager Local Board Services Manoj Ragupathy - Local Area Manager Franklin, Papakura, Manurewa

Endorsing Business Improvement District (BID) targeted rate grants for 2024/2025

File No.: CP2024/01195

Item 12

Te take mō te pūrongo Purpose of the report

1. To confirm Business Improvement District (BID) annual compliance against the Auckland Council BID Policy (Kaupapa Here ā-Rohe Whakapiki Pakihi) as of 10 March 2024.
2. To consider whether the local board should recommend to the Governing Body the setting of the targeted rates for the Pukekohe and Waiuku Business Improvement District (BID) programmes for the 2024/2025 financial year.

Whakarāpopototanga matua Executive summary

Te take mō te pūrongo Purpose of the report

3. To confirm Business Improvement District (BID) annual compliance against the Auckland Council BID Policy (Kaupapa Here ā-Rohe Whakapiki Pakihi) as of 10 March 2024.
4. To consider whether the local board should recommend to the Governing Body the setting of the targeted rates for the Pukekohe and Waiuku Business Improvement District (BID) programmes for the 2024/2025 financial year.

Whakarāpopototanga matua Executive summary

BID-operating business associations within the local board area

5. Business Improvement Districts (BIDs) are programmes where local business and property owners have agreed to work together to improve their business environment, encourage resilience and attract new businesses and customers.
6. The BID Policy includes a total of 23 Requirements, 19 of which are the direct responsibility of the BID and inform this report. As part of the 19 Requirements, the BIDs are required to provide annual accountability reports which are due 10 March each year.
7. The BID annual accountability reports on public funds received by the BID within the local board area for the 2022/2023 financial year and has a direct link to council's Long-term Plan 2024-2034 and year one of that process to strike the BID targeted rates for 2024/2025.
8. Franklin Local Board has two BIDs operating in their local area:

Table 1: BID targeted rate sought 2024/2025

Incorporated Society Name	Proposed 2024/2025 Targeted Rate	Met BID Policy annual accountability reports
Pukekohe Business Association	\$520,000.00	✓
Waiuku Business Association	\$148,400.00	✓

Item 12

9. Staff recommend that the local board approves Pukekohe and Waiuku BIDs to receive their targeted rate grant for 2024/2025.

Ngā tūtohunga Recommendation/s

That the Franklin Local Board:

- a) recommends to the Governing Body the setting of the 2024/2025 targeted rates for inclusion in the Long-term Plan 2024-2034 for the following Business Improvement District (BID) programmes:
- i) \$520,000.00 for Pukekohe BID
 - ii) \$148,400.00 for Waiuku BID.

Horopaki Context

BID Policy and BID targeted rate grant agreement

10. Auckland Council's Business Improvement District (BID) Policy (2022) (Kaupapa Here ā-Rohe Whakapiki Pakihi includes a total of 23 Requirements, 19 of which are the direct responsibility of the BID-operating business association and inform this annual report. A copy of the policy is provided in Attachment A.
11. The remaining four BID Policy Requirements set out the process for establishing, expanding, and discontinuing a BID programme, and determines rating mechanisms. These will be covered within individual BID local board reports.
12. The BID Policy does not prescribe or measure standards for programme effectiveness. That is a matter for business association members to determine. Staff, therefore, cannot base recommendations on these factors, but only on the policy's express requirements.
13. The BID Policy is supported by a BID Targeted Rate Grant Agreement, a three-year agreement signed by both Auckland Council and each BID-operating business association's executive committee. The agreement sets out the relationship between the parties, how payment will be made and that compliance with the BID Policy is mandatory. The agreement confirms the business associations' independence from Auckland Council. All 51 BIDs have signed a BID Targeted Rate Grant Agreement for period 1 December 2022 to 30 December 2025.

14. This report updates the local board on compliance with the 19 BID Policy Requirements that are the responsibility of the BID, with a focus on the BID's annual accountability reporting (BID Policy Requirements 9, 11 and 18) relating to public funds received by the BID for the 2022/2023 financial year.
15. This report includes a copy of the individual BID's Governance Summary documents, provided as Attachments B and C. These documents include the full resolution detailing the amount of BID targeted rate grant approved by association members at their 2023 AGM for the 2024/2025 financial year. The BID Chair also agrees, by signing this document, to advise council of any perceived or real/current issues that can affect compliance with the BID Policy.

BID Programmes

16. Local BID programmes should provide value to the collective business community by delivering a suite of economic activities that respond to local needs and opportunities and are agreed by the local business community. BID programmes also provide the opportunity to work with the council group and engage with local boards.
17. The BID programme does not replicate services provided by the council but channels the capabilities and knowledge of the private sector to improve economic outcomes and achieve common goals.
18. Each business association operating a BID programme sets the BID targeted rate grant amount at its Annual General Meeting (AGM) when members vote to approve a detailed income and expenditure operational budget and business plan for the following financial year.
19. Responsibility for delivery and outcomes of the BID programme sits with the individual BID-operating business association executive committee (provision of reporting information) and members (reviewing information provided to them by the executive committee).
20. All BIDs are registered incorporated societies and need to be aware of the requirement to re-register by April 2026 under the updated Incorporated Societies Act 2022.

Franklin Local Board BID Targeted Rates 2024/2025

21. Franklin Local Board has two BIDs operating in its local board area. Table 2 shows the amount of targeted rate each BID had approved at their 2023 AGM for the 2024/2025 and linked to the council's Long-term Plan 2024-2034 and annual budget 2024/2025 approval process.

Table 2: BID targeted rate changes in 2024/2025

Incorporated Society Name	Proposed 2024/2025 Targeted Rate	Change from previous year	Last year target rate amount was increased
Pukekohe Business Association	\$520,000.00	4%	2022
Waiuku Business Association	\$148,400.00	0%	2022

Decision making

Auckland Council

22. The recommendation in this report is put into effect with the Governing Body's approval of the Long-term Plan 2024-2034 and its striking (setting) of the 2024/2025 targeted rates.

23. In accordance with the provisions of the Local Government Act 2002 and the Local Government (Rating) Act 2002, the Governing Body is authorised to make the final decisions on what BID programme targeted rates, if any, to set in any particular year or property (in terms of the amount and the geographic area to be rated).

Local Boards

24. Under the Auckland Council shared governance arrangements, local boards are allocated several decision-making responsibilities in relation to BID programmes. One of these is to annually recommend BID targeted rates to the Governing Body if it is satisfied that the BID is sufficiently complying with the BID Policy.

Tātaritanga me ngā tohutohu Analysis and advice

Regional overview

25. The BID Policy has been in place since 2022 and applies to 51 BIDs across the rohe, up from 50 BIDs reported in the 2023 report to local boards.
26. Thirty-six BIDs increased their targeted rates 2024/2025 - between 2 per cent to 50 per cent - while 15 maintained the fiscal status quo.
27. Of the 11 BIDs with income under the \$120,000 minimum (BID Policy Requirement 4), two BIDs now meet this requirement as of 10 March 2024. Of the remaining nine BIDs, three have made no comment to increase their income. Five BIDs have increased their BID Targeted rate grant and are on track to meet this requirement by 1 July 2028 and one has indicated interest in a BID expansion project.

Regional BID Programme Growth

28. Onehunga BID achieved a successful expansion ballot in February 2024. This will see them evolve from a retail-focused BID to encompass retail, commercial and industrial areas, with a significant growth in target rate commencing 1 July 2024.
29. Kingsland BID has confirmed at their 2023 AGM they would implement a BID expansion project in 2024/2025.
30. Grey Lynn Business Association will be holding a ballot later this year towards establishing as a new BID from 1 July 2025.
31. Takanini Business Association is on track to progress their BID establishment project aiming to become a new BID from 1 July 2026.

BID 2024 Accountability Reporting process overview

32. Upon receipt of individual BID annual accountability documents, staff follow a set process that includes reviewing the documents provided for 10 March 2024 against the BID policy, analysing changes from the previous accountability period, and following up with BIDs on issues.
33. Generic observations from year 2024 accountability include:
- limited local board discretionary funding was available which led to BIDs having a greater focus on efficiencies in their own BID budgets.
 - improving quality of annual discussions between local boards and BID-operating business associations. Less emphasis on operational aspects and more discussion on how they could collaborate.

34. The BID Policy, requirement 11, sets out the documents that form the annual accountability reporting documents for each BID. These documents confirm membership decision-making has taken place regarding the BID programme at the 2023 AGM. Other reporting requirements include the filing of annual financial statements with the Companies Office under the Incorporated Societies Act.
35. The BID team observed this year BIDs have paid less attention to providing the required annual accountability documents by the 10 March 2024 due date, compared with the previous year. Fifty-one per cent (26) of BIDs successfully completed their annual accountability reporting by the due date of 10 March 2024. Forty-one per cent (21) received notification that they had missing information or documents and were provided an extension to the 10 March deadline.
36. Four BIDs failed to meet BID Policy Requirement 11 and did not complete annual accountability reporting.
37. Requirements 9 and 18 of the BID Policy are focused on BID affiliates having access to BID programme information and the BID targeted rate spend. It specifies a range of information BIDs must ensure are easily and freely accessible on a suitable online platform.
38. This year a one-off 'Website Check List' was added to the annual accountability reporting.

Franklin Local Board BIDs

39. Using the documents and information submitted, the BID Team is satisfied that Pukekohe and Waiuku BIDs have sufficiently met the BID Policy Requirements and the BID Policy for setting of the BID targeted rates for 2024/2025.
40. Staff advise the local board to recommend to the Governing Body the setting of the targeted rates for 2024/2025 as set out in Table 1.

Tauākī whakaaweawe āhuarangi Climate impact statement

41. Through targeted rate-funded advocacy and activities, BID-operating business associations promote and can facilitate environmental sustainability programmes and climate response where appropriate.

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

42. Advocacy is a key service provided by business associations that operate a BID programme. BID-operating business associations ensure the views and ambitions of their members are provided to elected representatives and council teams, including CCOs, on those policies, plans, programmes, and projects that impact them.
43. BIDs work with several Council-Controlled Organisations including Auckland Transport, Eke Panuku and Tātaki Auckland Unlimited.

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

44. The local board's views are most frequently expressed by its appointed representative on the board of each BID-operating business association. This liaison board member (or alternates) can attend BID board meetings to ensure there is a direct link between the council and the operation of the BID programme.
45. Pukekohe and Waiuku BID programmes best align with the Franklin Local Board Plan 2023, Outcome: Our Economy.

46. Recommending that the Governing Body sets the targeted rates for Pukekohe and Waiuku business associations means that these BID programmes will continue to be funded from targeted rates on commercial properties in their respective rohe. They will provide services in accordance with their members' priorities as stated in their strategic plans.

Tauākī whakaaweawe Māori **Māori impact statement**

47. The BID Policy and the annual accountability process does not prescribe or report on individual BID programme's effectiveness, outcomes, or impacts for Māori. However individual BIDs may include this level of detail in other reports provided to their members. This localised project reporting is not a requirement of the BID Policy and is not part of the BID Policy annual accountability reporting.

Ngā ritenga ā-pūtea **Financial implications**

48. There are no financial implications for the local board. Targeted rates for BID-operating business associations are raised directly from business ratepayers in the district and used by the business association for improvements within that rohe. The council's financial role is to collect the BID targeted rates and pass them directly to the associations every quarter.
49. The targeted rate is payable by the owners of the business rated properties within the geographic area of the individual BID programmes.

Ngā raru tūpono me ngā whakamaurutanga **Risks and mitigations**

50. To sustain public trust and confidence in the council, the BID Policy sets out a balance between the independence of the BID-operating business associations and the accountability for monies collected by a public sector organisation.
51. For the council to be confident that the targeted rate grant funds provided to the BID-operating business associations are being used appropriately, it requires the BIDs to fully complete all annual accountability reporting and the 19 BID Policy Requirements that are the responsibility of the BID.
52. Council staff regularly monitor compliance with the BID Policy throughout the year including responding to queries and issues raised by council staff, members of the BID, the public and elected members.
53. We actively grow relationships with council departments that interact with BID programmes to ensure a consistent approach is applied for the programme.
54. The role of the local board representative is a key link between the parties involved in the BID programme in terms of communication and feedback. Local Board representatives on BID programmes are strongly encouraged to contact the BID Team if they have any queries or concerns.
55. This report is part of an active risk management programme to minimise inappropriate use of funds. It provides an annual update that the BIDs operating within the local board area are compliant with the BID Policy.

Ngā koringa ā-muri **Next steps**

56. If the local board supports the advice in this report, it will recommend to the Governing Body that the BID targeted rates be set as part of the Long-term Plan 2024-2034 including the annual budget 2024/2025.

57. After the targeted rates are approved, the council will collect the targeted rate funds effective from 1 July 2024 and distribute them in quarterly BID grant payments to Pukekohe and Waiuku BIDs.

Ngā tāpirihanga Attachments

No.	Title	Page
A	BID Policy 2022 - all requirements and responsibilities for accountability	77
B	Governance Summary - Waiuku BID	81
C	Governance Summary - Pukekohe BID	83

Ngā kaihaina Signatories

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Authorisers	Alastair Cameron - Manager - CCO Governance & External Partnerships Manoj Ragupathy - Local Area Manager Franklin, Papakura, Manurewa

Franklin Coastal Rescue Services Grant 2023/2024 grant allocations

File No.: CP2024/05590

Item 13

Te take mō te pūrongo Purpose of the report

1. To fund, part-fund or decline applications received for Franklin Coastal Rescue Grants 2022/2023.

Whakarāpopototanga matua Executive summary

2. This report presents applications received in Franklin Coastal Rescue Grants 2023/2024 (Attachment A).
3. The Franklin Local Board adopted the Franklin Local Grant Programme 2023/2024 on 25 July 2023 (Attachment B). The document sets application guidelines for contestable community grants submitted to the local board.
4. Franklin Local Board has set a total budget for the Coastal Rescue Grant of \$60,000 for the financial year. There is only one round for this grant in the 2023/2024 financial year.
5. Three applications have been received for Franklin Coastal Rescue Grant 2023/2024, requesting a total of \$112,448.80.

Ngā tūtohunga Recommendation/s

That the Franklin Local Board:

- a) agree to fund, part-fund or decline each application in Franklin Coastal Rescue Grant 2023/2024, listed below.

Application ID	Organisation	Main focus	Requesting funding for	Amount requested	Eligibility
CR2403-01	Coastguard Maraetai Incorporated	Community	Towards the cost of 12 months operating costs including and public boating education	\$56,000.00	Eligible
CR2403-05	Surf Life Saving Kariaotahi Incorporated	Community	Towards the cost of temporary storage for equipment and vessels	\$20,483.80	Eligible

CR2403-04	Waiuku Search and Rescue Association Incorporated	Community	Towards the cost of two Suzuki 200hP motors	\$35,965.00	Eligible
Total				\$112,448.80	

Horopaki Context

The local board allocates grants to groups and organisations delivering projects, activities and services that benefit Aucklanders and contribute to the vision of being a world class city.

6. The local board grants programme sets out:
 - local board priorities
 - lower priorities for funding
 - higher priorities for funding
 - exclusions
 - grant types, the number of grant rounds, and when these will open and close
 - any additional accountability requirements.
7. Franklin Local Board adopted their grants programme for 2023/2024 on 25 July 2023. The document sets application guidelines for community contestable grants.
8. The community grant programmes have been extensively advertised through the council grants webpage, local board webpages, local board e-newsletters, Facebook pages, council publications, and community networks.

Tātaritanga me ngā tohutohu Analysis and advice

9. The aim of the local board grant programme is to deliver projects and activities which align with the outcomes identified in the local board plan. All applications have been assessed utilising the Community Grants Policy and the local board grant programme criteria. The eligibility of each application is identified in the report recommendations.
10. I have suggested a total amount of \$25,630.00 towards the cost of six months of operating expenses for application CR2403-01, due to heavily oversubscribed grant round.
11. I have suggested a total amount of \$10,300.00 towards the cost of six months temporary storage for application CR2403-05, due to the oversubscribed grant round.
12. I have suggested a total amount of \$23,070.00 towards the cost of one Suzuki 200hP motor for application CR2403-04, due to the oversubscribed grant round.

Tauākī whakaaweawe āhuarangi Climate impact statement

13. The Local Board Grants Programme aims to respond to Auckland Council's commitment to address climate change by providing grants to individuals and groups for projects that support and enable community climate action. Community climate action involves reducing or responding to climate change by local residents in a locally relevant way. Local board grants can contribute to expanding climate action by supporting projects that reduce carbon emissions and increase community resilience to climate impacts. Examples of projects include local food production and food waste reduction; increasing access to single-

occupancy transport options; home energy efficiency and community renewable energy generation; local tree planting and streamside revegetation; and educating about sustainable lifestyle choices that reduce carbon footprints.

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

14. The focus of an application is identified as arts, community, events, sport and recreation, environment or heritage. Based on the focus of an application, a subject matter expert from the relevant department will provide input and advice.
15. The grants programme has no identified impacts on council-controlled organisations and therefore their views are not required.

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

16. Local boards are responsible for the decision-making and allocation of local board community grants. The Franklin Local Board is required to fund, part-fund or decline these grant applications against the local board priorities identified in the local board grant programme.
17. A summary of each application received through Franklin Coastal Rescue Grant 2023/2024 is provided as Attachment A.

Tauākī whakaaweawe Māori Māori impact statement

18. The local board grants programme aims to respond to the council's commitment to improving Māori wellbeing by providing grants to individuals and groups who deliver positive outcomes for Māori. Auckland Council's Māori Responsiveness Unit has provided input and support towards the development of the community grant processes.
19. No organisations applying in these rounds have indicated that their project targets Māori or Māori outcomes.

Ngā ritenga ā-pūtea Financial implications

20. The allocation of grants to community groups or individuals is within the adopted Long-term Plan 2021-2031 and local board agreements.
21. Franklin Local Board has a Coastal Rescue Grants budget of \$60,000 for the financial year. There is only one round for this grant in the 2023/2024 financial year.
22. Three applications have been received for Franklin Coastal Rescue Grant 2023/2024, requesting a total of \$112,448.80.
23. Relevant staff from Auckland Council's Finance Department have been fully involved in the development of all local board work programmes including information in this report and have not identified any financial implications.

Ngā raru tūpono me ngā whakamaurutanga Risks and mitigations

24. The allocation of grants occurs within the guidelines and criteria of the Community Grants Policy and the local board grants programme. The assessment process has identified a low risk associated with funding the applications in this round.

Ngā koringa ā-muri Next steps

25. Following the Franklin Local Board allocating funding for Coastal Rescue grants, grants staff will notify the applicants of the local board's decision.

Ngā tāpirihanga Attachments

No.	Title	Page
A	Franklin Coastal Rescue Services Grant - Application Summary	89
B	Franklin Local Board Community Grant Programme 2023/2024	97

Ngā kaihaina Signatories

Author	Arna Casey - Grants Advisor
Authorisers	Pierre Fourie - Grants & Incentives Manager Manoj Ragupathy - Local Area Manager Franklin, Papakura, Manurewa

Proposed classification of land at Clarks Beach Recreation Reserve, 100 Stevenson Road Clarks Beach; new community lease to Clarks Beach Golf Club at Clarks Beach Recreation Reserve and new community lease to Waiuku Golf and Squash Clubs Incorporated at Waiuku Recreation Reserve, 56 Kitchener Road, Waiuku

File No.: CP2024/05823

Item 14

Te take mō te pūrongo Purpose of the report

1. To:
 - a) classify the unclassified parcels of land at Clarks Beach Recreation Reserve, 100 Stevenson Road, Clarks Beach.
 - b) grant a new community lease to Clarks Beach Golf Club Incorporated for Clarks Beach Recreation Reserve 100 Stevenson Road, Clarks Beach.
 - c) grant a new community lease to Waiuku Golf and Squash Clubs Incorporated for Waiuku Recreation Reserve, 56 Kitchener Road, Waiuku.

Whakarāpopototanga matua Executive summary

2. Clarks Beach Golf Club Incorporated seeks a new community lease to continue occupation and operation from the group-owned building and other assets at Clarks Beach Recreation Reserve, 100 Stevenson Road, Clarks Beach. A site plan is provided as Attachment A.
3. Waiuku Golf and Squash Clubs Incorporated seeks a new community lease to continue occupation and operation from the group-owned building and other assets at Waiuku Recreation Reserve, 56 Kitchener Road, Waiuku. A site plan is provided as Attachment B.
4. Each tenant holds a current lease over the land which reached final expiry on 31 March 2017 (Clarks Beach Golf) and 27 February 2017 (Waiuku Golf and Squash). Each lease continues under the same terms and conditions of their lease, which is holding over on a month-by-month basis until terminated or a new lease is granted, including annual rental of \$1,415.50 (plus GST).
5. The two proposed leases were identified and approved to be progressed by the local board as part of the Community Leases 2016/2017 work programme.
6. These leases have been on hold awaiting the completion of the proposed Regional Golf Investment Strategy. The strategy is currently being developed and due for further public consultation in 2024. However, the local board has requested that these leases be considered before the finalisation of the strategy. This is to enable the clubs to invest in their assets, with the certainty that a new lease will give.
7. The groups' aims are to encourage and provide facilities for the playing of golf and squash in Waiuku, and for the recreation and social entertainment of members and their local communities. The activities align with the Franklin Local Board Plan 2023 outcomes: Our Community and Our Places.

8. The tenants have each provided all the required information, including financials showing they have sufficient funds, are being managed appropriately and have all the necessary insurance cover, including public liability and building insurance, in place.
9. Under the Community Occupancy Guidelines 2012 (updated July 2023), as the buildings and other assets are tenant-owned, the clubs have an automatic right to re-apply for a new lease at the end of their occupancy term.
10. These proposed new community leases were publicly notified in the Franklin County News on 15 February 2024 and the Auckland Council website with a submission deadline of 15 March 2024. Thirty-four submissions and a petition with 156 signatures were received in support of the proposed new community lease for the Clarks Beach Golf Club. Of these, 15 individual submissions and the petition indicated support for the classification of the land at Stevenson Road, Clarks Beach. Two submissions were received in support of the proposed new lease for the Waiuku Golf and Squash Clubs.
11. The preparation and agreement of community outcomes plans for the clubs will be undertaken once the Regional Golf Investment Plan is adopted. This will mean all the golf clubs will have outcomes aligned across the region.
12. Information on these proposed leases was provided to members of the council's South/Central/East Mana Whenua Forum, by way of an email sent on 6 December 2023 requesting feedback by 26 January 2024. No comments, questions, feedback or objections were received.
13. Council stakeholder feedback has been received from the Community Investment and Community Conservation and Engagement teams on community access and environmental enhancements via the Golf is Green programme. The matters raised are either already catered for in the lease agreement (community access) or are included in the recommendations in this report (environmental enhancement of the land).
14. As both these leases are of longstanding tenure, the continuation of these leases is not expected to have any additional effects on the climate.
15. This report recommends the classification of unclassified land, held under the Reserves Act 1977, at 100 Stevenson Road, Clarks Beach as recreation reserve; and that new community leases be granted to Clarks Beach Golf Club Incorporated and Waiuku Golf and Squash Clubs Incorporated; each for a term of five years, commencing 1 June 2024, with one five-year right of renewal. The leases will finally expire on 31 May 2034.
16. Subject to the local board granting the leases, staff will work with the tenants to finalise the lease agreements; and notify the land advisory team of the land classification, to enable the decision to be formalised by way of a notice in the New Zealand Gazette.

Ngā tūtohunga Recommendation/s

That the Franklin Local Board:

- a) whakarōpū / classify, under Section 16 (1) of the Reserves Act 1977, as recreation reserve the following parcels of land, held by Auckland Council, at Clarks Beach Recreation Reserve, 100 Stevenson Road, Clarks Beach:
 - Lot 1 Deposited Plan 77054 NA33C/94
 - Lot 2 Deposited Plan 77054 NA33C/95
 - Pt Lot 3 Deposited Plan 77054 NA58C/679
 - Lot 10 Deposited Plan 77055 NA33C-102

- b) whakaae / grant, under Section 54 (1) (b) of the Reserves Act 1977, a new community lease to Clarks Beach Golf Club Incorporated for 31.4 hectares (more or less) at 100 Stevenson Road, Clarks Beach on the land (Attachment A) legally described as:
- Lot 1 Deposited Plan 171361 NA104C/994
 - Lot 2 Deposited Plan 25659 NA663/2
 - Lot 1 Deposited Plan 77054 NA33C/94
 - Lot 2 Deposited Plan 77054 NA33C/95Pt
 - Lot 3 Deposited Plan 77054 NA58C/679
 - Lot 10 Deposited Plan 77055 NA33C-102
- subject to the following terms and conditions:
- i) term – five years, commencing 1 June 2024, with one five-year right of renewal and a final expiry of 31 May 2034
 - ii) rent – \$1,415.50 plus GST per annum if demanded
 - iii) community outcomes plan – to be prepared and agreed with the tenant after the Regional Golf Investment Plan is adopted by the council
- c) whakaae / grant, under Section 54 (1) (b) of the Reserves Act 1977, a new community lease to Waiuku Golf and Squash Clubs Incorporated for 29.66 hectares (more or less) located at 56 Kitchener Road, Waiuku on the land (Attachment B) legally described as:
- Part Allotments SW161, SW162, SW163, 164 Parish of Waiuku East;
 - Part Allotment 1 Deposited Plan 60293
 - Allotments NE162, NE163, NE164 Parish of Waiuku East
 - Unformed legal road C.G
- subject to the following terms and conditions:
- i) term – five years, commencing 1 June 2024, with one five-year right of renewal and a final expiry of 31 May 2034
 - ii) rent – \$1,415.50 plus GST per annum if demanded
 - iii) community outcomes plan – to be prepared and agreed with the tenant after the Regional Golf Investment Plan is adopted by Auckland Council
- d) whakaae / approve the following additional lease condition for Clarks Beach Golf Club Incorporated and Waiuku Golf and Sports Club Incorporated:
- i) each club is to deliver and report annually on the environmental improvements made, in line with the club's involvement with the Golf Environment Organisation's "Golf is Green" certification scheme
- e) whakaae / approve all other terms and conditions in accordance with the Auckland Council Community Occupancy Guidelines 2012 (updated July 2023) and the Reserves Act 1977
- f) tuhi ā-taipitopito / note that public notification and iwi engagement for Auckland Council's intention to grant new community leases to Clarks Beach Golf Club Incorporated at 100 Stevenson Road, Clarks Beach and Waiuku Golf and Squash Clubs Incorporated at 56 Kitchener Road, Waiuku; and intention to classify the land at 100 Stevenson Road, Clarks Beach, was undertaken between December 2023 and March 2024
- g) tuhi ā-taipitopito / note that no objections to the notified proposals of the new community leases to the Clarks Beach Golf Club Incorporated and Waiuku Golf and Squash Clubs

Incorporated, and the land classification at 100 Stevenson Road, Clarks Beach, were received.

Item 14

Horopaki Context

17. Local boards have the allocated authority relating to local recreation, sports and community facilities, including community leasing matters.
18. The council has received two applications for new leases from:
 - Clarks Beach Golf Club Incorporated for Clarks Beach Recreation Reserve located at 100 Stevenson Road, Clarks Beach
 - Waiuku Golf and Squash Clubs Incorporated for Waiuku Recreation Reserve located at 56 Kitchener Road, Waiuku.
19. Franklin Local Board approves the community leases work programme each year. The progression of these two proposed new leases were identified and approved by the local board as part of the financial year 2016/2017 work programme under resolution number FN/2016/105. The Clarks Beach Golf Club was item 1591, Waiuku Golf and Squash Clubs was item 1600.
20. Progress of these leases has been on hold awaiting the adoption of the council's proposed Golf Investment Plan. However, the local board has requested that these be considered before the adoption of the proposed plan as new leases will allow the clubs to continue to maintain and renew their assets; and invest in new developments for the properties.
21. The tenants have each applied for a new lease and provided all required information, including financials showing that they have sufficient funds and is being managed appropriately. The tenants have all the necessary insurance cover, including public liability and building insurance, in place.

Tātaritanga me ngā tohutohu Analysis and advice

22. Under the Community Occupancy Guidelines (updated July 2023), tenants that own their buildings and assets have an automatic right to re-apply for a new lease at the end of their occupancy term.
23. These two tenants are each exercising this right by applying for a new lease. The local board has the discretion to vary the term of the lease if it wishes. However, the guidelines suggest that where the term is varied, it aligns with one of the recommended terms.
24. These two tenants, have each been paying an annual rent of \$1,415.50 (plus GST). Staff recommend that this continues to be charged.
25. Staff working on the proposed Golf Investment Plan have recommended that lease terms of five years, plus a single renewal term of five years for these leases. Once the final expiry is reached the leases would then be considered in light of the adopted regional plan.
26. Information on each tenant and site follows:

Clarks Beach Golf Club Incorporated - Clarks Beach Recreation Reserve, 100 Stevenson Road, Clarks Beach

27. Clarks Beach Golf Club Incorporated registered with the New Zealand Companies Office under the Incorporated Societies Act 1908, in November 1983. The purpose of the club is to foster and promote the playing and enjoyment of the game of golf. It aims to provide for members and visitors by providing facilities for playing golf or other sports or activities, encouraging the growth of golf amongst all, particularly young people; and providing social and entertainment facilities for members and the wider community.
28. This tenant holds a current ground lease for 38.06 hectares (more or less), at the above address, which reached final expiry on 31 March 2017. The lease is holding over on a month-by-month basis, on the same terms and conditions (including annual rent of \$1,415.50 plus GST), until terminated or a new lease is granted.
29. The tenant is seeking a new community lease to continue occupation and operation from the group-owned building and associated golf course.
30. The club currently has 860 members (full-paying, 9-hole, intermediate, junior and social). They host 250 regular/frequent users and customers, and 200 casual users and customers annually. Fifty-four per cent of the members are aged between 22 and 65 years, 33 per cent are over 65 years old, nine per cent are between 14 to 21 years and four per cent are aged under 13 years old. Seventy-one per cent of members are male and 19 per cent are female.
31. The club employs nine full-time paid staff and eight part-time paid staff. There are also over 30 part-time volunteers working at the club.
32. The club has a regular monthly calendar of events in place, including quiz, bingo, and family nights. It also offers a variety of one-off events on the big screen to watch live sport. Each week other local clubs, including yoga, pétanque and knitting club, lunch at the golf club after their club activity. The golf club also regularly hosts retirement village residents' visits.

Land and building

33. The land at 100 Stevenson Road, Clarks Beach is held in fee simple by Auckland Council under the Reserves Act 1977. It is zoned sport and active recreation under Auckland Council's Unitary Plan (operative in part).
34. The lease area is 38.06 hectares (more or less) and consists of clubrooms, buildings and an 18-hole golf course. The land is legally described as:
 - Lot 1 Deposited Plan 171361 NA104C/994 classified recreation reserve
 - Lot 2 Deposited Plan 25659 NA663/2 classified recreation reserve
 - Lot 1 Deposited Plan 77054 NA33C/94 unclassified recreation reserve
 - Lot 2 Deposited Plan 77054 NA33C/95 unclassified recreation reserve
 - Pt Lot 3 Deposited Plan 77054 NA58C/679 unclassified recreation reserve
 - Lot 10 Deposited Plan 77055 NA33C-102 unclassified recreation reserve.
35. As detailed above, several parcels of land held under the Reserves Act have not been classified. This report recommends that the local board classify these parcels as recreation reserve. This will align the use of the property with the current and proposed classification of the reserve.

Public notification and engagement

36. As there is an adopted reserve management plan 'Clarks Beach Reserves Management Plan 2002' and the proposed lease is intended in the plan, no public notification or iwi engagement was required.
37. However, the proposed new community lease has been publicly notified, together with the required notification of the intention to classify the land. The notification appeared in the Franklin County News on 15 February 2024 and the council's public notices webpage with a submission deadline of 15 March 2024.
38. The cost of the public notification has been met by the Parks and Community Facilities Department of the council.
39. Thirty four individual submissions and a petition of 156 signatures were received on the notified proposals, as provided in Attachment B. All the submissions were in support of the proposed new lease; with 15 individual submissions and the petition also supporting the proposed classification of the land.

Waiuku Golf and Squash Clubs Incorporated - Waiuku Recreation Reserve, 56 Kitchener Road, Waiuku

40. Waiuku Golf and Squash Clubs Incorporated registered with the New Zealand Companies Office under the Incorporated Societies Act 1908, in May 1926. The aims of the club are to encourage and provide facilities for the playing of golf and squash, and the recreation and social entertainment of members and the wider community.
41. The club was established in 1921 and, currently has 653 members. They host 49,504 regular/frequent users and customers, and 23,400 casual users and customers annually. Fifty-one per cent of members are aged between 22 to 65 years of age, 24 per cent are between 14 to 21 years, 21 per cent are over 65 years and 4 per cent are under 13 years old. Eighty-four per cent of the members are male and 16 per cent are female.
42. This tenant holds a current ground lease, for 29.11 hectares (more or less) at the above address, which reached final expiry on 27 February 2017. The lease is holding over on a month-by-month basis, on the same terms and conditions (including annual rent of \$1,415.50 plus GST), until terminated or a new lease is granted.
43. The tenant is seeking a new community lease to continue occupation and operation from the group-owned building and associated golf course as shown in Attachment C.
44. The club employs three full-time and two part-time paid staff. There are also four full-time and 12 part-time volunteers working at the club. The club encourages youth involvement and has a junior coaching programme. They support local charitable organisations by offering the course and facilities for use, free of charge, to raise money for their organisations.

Land and building

45. The land at 56 Kitchener Road, Waiuku Beach was vested in Auckland Council under the Reserves Act 1977. It is zoned sport and active recreation under Auckland Council's Unitary Plan (operative in part). The land is legally described as:
 - Allotment NW162 Parish of Waiuku East NA16B/232 classified recreation reserve
 - Allotment NE163 Parish of Waiuku East NA16B/232 classified recreation reserve
 - Allotment NE164 Parish of Waiuku East NA16B/232 classified recreation reserve
 - Part Allotment SW 161 Parish of Waiuku East NA16A/1177 classified recreation reserve

- Part Allotment SW162 Parish of Waiuku East NA16A/1177 classified recreation reserve
 - Part Allotment SW163 Parish of Waiuku East NA16A/1177 classified recreation reserve
 - Part Allotment SW164 Parish of Waiuku East NA16A/1177 classified recreation reserve
 - Part Lot 1 Deposited Plan 60293 NA16A/1176 classified recreation reserve
 - Part Lot 1 Deposited Plan 60293 NA16A/1176, marked as “A” on SO 56638 classified local purpose (site for community buildings) reserve
 - Legal road – never formed.
46. The current use of the property aligns with the recreation and local purpose classification of the reserve.
47. The lease area is 29.11 hectares (more or less) and consists of a clubhouse and squash court, buildings and an 18-hole golf course.

Public notification and engagement

48. As there is no adopted reserve management plan for Waiuku Recreation Reserve, under the Reserves Act 1977 public notification is required prior to any lease being granted. Iwi engagement is also required under the terms of section 4 of the Conservation Act 1987 before any lease is granted.
49. This proposed new community lease has been publicly notified. The notification appeared in the Franklin County News on 15 February 2024 and the council's website, with a submission deadline of 15 March 2024.
50. The cost of the public notification has been met by the Parks and Community Facilities Department of council.
51. Two submissions from three individuals were received to the notified proposed new lease. Both submissions were in support of the proposed new lease. These are shown in Attachment D.

Assessment of the applications

52. Each tenant has submitted a comprehensive application supporting their application for a new lease and can demonstrate their ability to deliver their services to the local communities of Clarks Beach and Waiuku.
53. Both tenants have provided financials which show that accounting records are being kept, funds are being managed appropriately and there are sufficient funds to meet liabilities.
54. The clubs have all necessary insurance cover, including public liability and building insurance, in place. Each club provides a valuable service to their respective local communities.
55. Staff recommend that:
- a) the unclassified land at 100 Stevenson Road, Clarks Beach, be classified as a recreation reserve.
 - b) new community leases be granted to:
 - Clarks Beach Golf Club Incorporated, for 31.4 hectares (more or less) at Clarks Beach Recreation Reserve, 100 Stevenson Road, Clarks Beach

- Waiuku Golf and Squash Clubs Incorporated, for 29.66 hectares (more or less) at Waiuku Recreation Reserve, 56 Kitchener Road, Waiuku.
- c) each for a term of five years commencing 1 June 2024 with a single five-year right of renewal; reaching final expiry on 31 May 2034.

Tauākī whakaaweawe āhuarangi **Climate impact statement**

56. It is anticipated that the continued use of these parks will not result in an increase of greenhouse gas emissions. These shared community spaces provide opportunities, enable people to enjoy positive healthy lifestyles, and increase capability and connections within each local community.
57. All measures taken are aimed at meeting council's climate goals, as set out in Te Tāruke-ā-Tāwhiri: Auckland's Climate Plan, which are:
- to reduce greenhouse gas emissions to reach net zero emissions by 2050 and
 - to prepare the region for the adverse impacts of climate change.
58. Climate change has the potential to impact the proposed leases. Each has a coastal boundary with Clarks Beach located on a promontory of land with a large coastal boundary. Both sites are within flood-sensitive, coastal inundation and tsunami zones.
59. Climate change mitigation and adaptation are supported by retaining parks and open spaces, as they act as collection points for surface and run-off water. They also reduce flood risks during storms.
60. Maps of the hazard zones and an explanation of the risks are included as Attachment E (Clarks Beach) and Attachment F (Waiuku).

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

61. Council staff from community facilities operational management and maintenance; parks and places, resilient land and coasts, sports and recreation; community investment and local board services have been consulted. Suggestions were made to include conditions within the leases to ensure:
- continued community access to the sites for both golfers and non-golfers (e.g. partnerships with iwi to enable Māori rangatahi to participate, partnership with disability school for a weekly "all ability" golf session, etc. and continue to be open to the non-golfing community by continuing to be community hubs, and share facilities for different activities)
 - measures to deliver environmental improvements to the land. The latter to be measured under the Golf Environment Organisation's 'Golf is Green' certification scheme.
62. Community access to the land is one of the standard conditions in all the lease agreements and recommendation d) above covers the suggested ongoing environmental improvements to the land.
63. The proposed land classification and new leases have no identified impact on other parts of the council group. The views of council-controlled organisations were not required for the preparation of this report's advice.

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

64. The proposed leases will benefit the community by enabling initiatives that promote the sports of golf (Clarks Beach and Waiuku) and squash (Waiuku), community events and social functions for the wider local communities within the Franklin Local Board area.
65. The proposal to classify the unclassified land at 100 Stevenson Road, Clarks Beach and assessment of the applications has been discussed with the local board at a workshop as part of the Parks and Community Facilities monthly updates. The local board indicated its in-principle support for the land classification and the lease proposals and informally indicated a willingness to offer longer lease terms than the five plus five-year term as recommended in the report by staff.
66. The delivered activities of each tenant group align with the Franklin Local Board Plan 2023 outcomes: Our Community and Our Places.

Tauākī whakaaweawe Māori Māori impact statement

67. Information on the proposed land classification and new community leases was emailed to all members of the South/Central/East Mana Whenua Forum in early December 2023. Comments were due by 26 January 2024. The information sent included the property address, land classification and ownership, tenant name, agreement type and proposed lease term.
68. No submissions, objections or requests for hui or kaitiaki site visits were received from the forum members. The mana whenua groups contacted are listed in Attachment G.
69. Auckland Council is committed to meeting its responsibilities under Te Tiriti o Waitangi and its statutory obligations and relationship commitments to Māori. Council recognises these responsibilities are distinct from the Crown's Treaty obligations and fall within a local government Tāmaki Makaurau context.
70. These commitments are articulated in the council's key strategic planning documents the Auckland Plan, the Long-term Plan 2021-2031, the Unitary Plan (operative in part), individual local board plans and in Whiria Te Muka Tangata, Auckland Council's Māori Responsiveness Framework.
71. Community leasing aims to increase Māori well-being through targeted support for Māori community development projects.
72. Community leases support a wide range of activities and groups. Leases are awarded based on an understanding of local needs, interests and priorities. The activities and services provided by leaseholders create benefits for many local communities, including Māori.

Ngā ritenga ā-pūtea Financial implications

73. Each club has been paying an annual rental of \$1,415.50 (GST excl.) for the land. Staff recommend that this continue to be charged to each tenant.
74. All costs relating to the advertisement of the council's intention to grant the proposed two leases, and classify the land at Clarks Beach, have been met by the Parks and Community Facilities Department of council.
75. Staff have consulted with the Financial Strategy and Planning Department of council. No concerns were raised regarding the financial implications of the new leases.

76. Ongoing maintenance and renewal of the buildings and other assets are the responsibility of each tenant.

Ngā raru tūpono me ngā whakamaurutanga Risks and mitigations

77. The proposed classification will fulfil the council's statutory requirement under the Reserves Act 1977 to classify all unclassified reserves which are either held or managed by the council. This will allow the council to grant a new lease for the land at 100 Stevenson Road, Clarks Beach as proposed in this report.
78. Should the local board resolve not to grant the proposed community leases, the tenants' ability to undertake all current and future activities will be negatively impacted. This will have an adverse impact on the achievement of the desired local board plan outcomes.
79. The new leases provide the tenants with security of tenure, enabling them to attend to the scheduled maintenance of their facilities. Should the properties become unoccupied, there is a risk associated with the lack of maintenance and possible improvements. Council will be liable for the assets regardless of whether a budget is allocated to or identified for renewals.

Ngā koringa ā-muri Next steps

80. If the local board resolves to grant the proposed land classification and new community leases, staff will:
- i) work with Clarks Beach Golf Club Incorporated and Waiuku Golf and Squash Clubs Incorporated to finalise the lease agreements.
 - ii) notify the land advisory team of the land classification to formalise the classification through a gazette notice.

Ngā tāpirihanga Attachments

No.	Title	Page
A	Site Map - 100 Stevenson Road, Clarks Beach	115
B	Submissions Received - Clarks Beach Golf Club (<i>Under Separate Cover</i>)	
C	Site Map - 56 Kitchener Road, Waiuku	117
D	Submissions Received - Waiuku Golf and Squash Clubs	119
E	Climate Hazards - 100 Stevenson Road, Clarks Beach	121
F	Climate Hazards - 56 Kitchener Road, Waiuku	125
G	Iwi Notified of the Proposals (proposed land classification and new leases)	129

Ngā kaihaina Signatories

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Local board appointment to Emergency Readiness and Response Forum

File No.: CP2024/05196

Item 15

Te take mō te pūrongo Purpose of the report

1. To make appointments for participation in a Local Board Emergency Readiness and Response Forum, coordinated by Auckland Emergency Management.

Whakarāpopototanga matua Executive summary

2. The role that local board members play during an emergency is becoming an increasingly important element of emergency management.
3. To support this role, a Local Board Emergency Readiness and Response Forum is proposed.
4. The terms of reference, provided in Attachment A, show that the forum will have no decision-making role or budgetary responsibility. The vision will be “local board members with an interest in emergency management working together to strengthen their role in emergency readiness and response.”
5. The forum will provide participants with opportunities to learn more about readiness and response in a collaborative environment, to increase their capacity to advocate for readiness and response measures, and to provide informal guidance to staff on related issues.
6. After local boards make their appointments, an initial Emergency Readiness and Response Forum will be scheduled for July.
7. Staff recommend the forum meet three times a year. Additional meetings can be arranged if there is urgent content that requires discussion between scheduled forum sessions.

Ngā tūtohunga Recommendation/s

That the Franklin Local Board:

- a) kopou / appoint up to three members to participate in the Emergency Readiness and Response Forum.

Horopaki Context

8. Following the weather events of January and February 2023, Auckland Emergency Management was subject to several reviews and various recommendations.
9. Part of the implementation of the recommendations included the establishment of a Planning Unit and an associated Community Planning and Readiness Manager, with a team of seven Senior Community Planning and Readiness Advisors, to support readiness and preparedness at the local level.
10. The Head of Planning Unit commenced 15 January 2024, and appointments to the Senior Community Planning and Readiness Advisor roles were made in late 2023, with the last Senior Advisor commencing their role early February 2024.

11. All local boards have expressed a desire to be more involved in readiness and response, and to be upskilled in advance of another catastrophic weather event.

Tātaritanga me ngā tohutohu Analysis and advice

12. Local board members are passionate about ensuring the best outcomes for their communities before, during, and following an emergency.
13. A number of gaps have been identified where, during an emergency, local board members did not have the information they needed to best support their communities and the emergency response. Recent events also highlighted the importance of community readiness, and the role that people played to support each other during a response.
14. In response to this, Auckland Emergency Management has written terms of reference to set out the parameters of an Emergency Readiness and Response Forum, intended to provide elected members with opportunities to:
 - learn more about emergency readiness and response
 - share relevant knowledge with other local board members and with their communities
 - improve connections between participants at a governance level
 - encourage collaboration between local boards to support emergency readiness and response outcomes
 - provide informal guidance to staff in regard to emergency readiness and response
 - share relevant insights with other members of their local boards, as appropriate.
15. The vision of the Emergency Readiness and Response Forum is “local board members with an interest in emergency management work together to strengthen their role in emergency readiness and response”.
16. Boards are invited to appoint up to three members to the forum. Participation is at the discretion of local boards, with no obligation to appoint members. Local boards that choose not to appoint any members to the group will receive minutes and be able to watch recording of forum meetings.
17. The group will have no decision-making role or budgetary oversight.
18. The terms of reference set out details of meetings and communication for the Emergency Readiness and Response Forum and provide further information about the roles and responsibilities of participants. Staff advice is for the group to meet three times a year, but the meeting frequency and schedule will be confirmed in consultation with the participating elected members.

Tauākī whakaaweawe āhuarangi Climate impact statement

19. The formation and operation of the Emergency Readiness and Response Forum has no direct climate impact, particularly as the group will meet online only.
20. The impacts of climate change on weather patterns mean that catastrophic weather events are likely to become more frequent. Response and readiness will form a significant part of ensuring that impacts on our communities are mitigated where possible.

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

21. The Emergency Readiness and Response Forum will be administered by staff from the council's Auckland Emergency Management team, with support from kaimahi in the Local Board Services department.

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

22. Senior Community Planning and Readiness Advisors have been meeting with local boards during Quarter 3 to build relationships and develop Local Board Emergency Readiness and Response Plans.
23. The Emergency Readiness and Response Forum responds to requests from local board members to increase activity in this space and enables development and upskilling that is likely to have a positive impact on the final response plans that are produced.

Tauākī whakaaweawe Māori Māori impact statement

24. Auckland Emergency Management are working with marae to provide support in emergency preparedness activities and to identify marae that may be able to provide support to communities in response.
25. Potential topics for 2024 Readiness and Response Forum include mana whenua engagement and suggestions for improving iwi involvement at the local level.

Ngā ritenga ā-pūtea Financial implications

26. The Emergency Readiness and Response Forum will be delivered internally and will generate no costs. The group will not manage a budget or have a financial mandate.

Ngā raru tūpono me ngā whakamaurutanga Risks and mitigations

27. There is a risk that local board members who become members of the Emergency Readiness and Response Forum expect that they will play a central role in emergency response in the event of another weather event.
28. The Emergency Readiness and Response Forum is an information-sharing forum, and the Terms of Reference are intended to clarify this, ensuring participants have a realistic expectation of the roles and responsibilities of membership.
29. The Emergency Management Elected Members' Guide (July 2023) is a key guiding document for elected members, providing detailed information on the role of elected members in emergency reduction, readiness, response and recovery activities.

Ngā koringa ā-muri Next steps

30. Local boards that wish to participate in the Emergency Readiness and Response Forum will confirm which elected members they wish to appoint to the group.
31. An initial Emergency Readiness and Response Forum will be scheduled for July 2024.

Ngā tāpirihanga Attachments

No.	Title	Page
A↓	Terms of Reference for Readiness and Response Forum	135

Ngā kaihaina Signatories

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Options for voting methods in local elections

File No.: CP2024/06203

Te take mō te pūrongo

Purpose of the report

1. To receive feedback from local boards on a range of voting method options following the Governing Body's 27 April 2023 decision asking staff to investigate options of postal, booth or a combination voting method for the 2025 elections.

Whakarāpopototanga matua

Executive summary

2. Postal voting is the current voting method for Auckland Council elections.
3. Following the review of the 2022 elections, several short and long-term issues were identified. These include:
 - some eligible voters not receiving voting documents
 - few special voting centres
 - general consequences of a declining postal service
 - general decline in voter turnout.
4. In March 2023 local boards were asked for their feedback on whether council should move from a 'postal only' voting method to a 'combination' (postal and booth) voting method (Combined local board feedback is provided as Attachment A):
 - 14 supported combination voting (postal, with booth on election day).
 - One supported postal and online voting.
 - One supported online voting, and booth voting on election day.
 - One supported retaining postal only.
 - Four did not provide feedback on this issue.
5. In April 2023 the Governing Body supported staff to investigate options of postal, booth or a combination method of voting for the 2025 election. The council can change its voting method through resolution.
6. Local boards are being consulted on this topic again, as the option for a booth only voting method is now also under consideration.
7. Staff are investigating the feasibility of five options:
 - Option One - postal voting with limited special voting centres (status quo)
 - Option Two - postal voting with more special voting centres (status quo plus)
 - Option Three - booth voting
 - Option Four - combination voting (postal, with booth on election day only)
 - Option Five - combination voting (booth and postal).
8. The management of postal voting is relatively straightforward. The short-term issues identified at the 2022 election can be remedied through the addition of more special voting centres on election day (status quo plus option).

9. The management of booth voting is more complex and comes with risks and higher costs. The organisation will need to build capacity to manage a booth voting election with up to 630 voting places, and to hire and train up to 3000 temporary staff.
10. Booth voting has not been used in local elections since 1992 and the current booth voting regulations have not been tested since that time. No recent policy work has been done to determine if any amendments to the regulations are necessary to ensure their workability in the modern context. The Department of Internal Affairs (DIA) has stated it may be challenging for policy work to be completed and ready for the 2025 local elections.
11. A combination method will be costly (estimated between \$10.7-\$17.1 million) with the separate costs for postal and booth operations. Additionally, the close of voting on election day for postal is 12 noon, and 7pm for booth. This could lead to the confusion and frustration of voters.
12. Staff recommend that the postal voting method should be retained, with an increase of special voting centres to avoid queues on election day (status quo plus option).

Ngā tūhonga Recommendation/s

That the Franklin Local Board:

- a) whakarite / provide feedback on their preferred voting method provided in this report and on the staff recommendation for the status quo plus option.

Horopaki Context

13. Auckland Council appoints an Electoral Officer to conduct its elections for mayor, councillors and local board members. The Electoral Officer also conducts the elections for five licensing trusts.
14. The Chief Executive is responsible to the council for “facilitating and fostering representative and substantial elector participation in elections and polls held under the Local Electoral Act 2001”. For this reason, a small team of seconded, fixed term and sometimes volunteer staff work alongside the Electoral Officer to ensure all eligible voters are well informed and motivated to vote and that voters have a diverse range of candidates to choose from.
15. The Governing Body can make decisions about specified matters relating to elections, including the voting method.
16. The Local Electoral Act 2001 allows a council, through resolution, to change the voting method of its elections. The authorised methods are:
 - postal voting (current method)
 - booth voting
 - a combination method.
17. Attachment B provides details of the different methods of voting. Attachment C provides three flow charts outlining how voters would interact with each of the three distinct voting processes (postal, booth and combination) and how each process interacts with the others.
18. Online voting is not an option within the Local Electoral Act 2001. The Governing Body has not previously considered a change from postal voting.
19. Voter turnout has declined from 59 per cent at the first Auckland City Council postal method election (1986), down to 35.5 per cent at the 2022 Auckland Council election. Although Auckland Council’s result was up 0.3 per cent from the 2019 election it still does not compare favourably with other parts of New Zealand. The average voter turnout at the 2022 elections across local governments was 42 per cent.

20. An evaluation of the Auckland Council 2022 elections was provided to the Governing Body in April 2023, as provided in Attachment D. This review outlined several short and long-term issues with the postal voting method for Auckland voters including:
 - some voters not receiving voting documents. This is largely because the Electoral Commission have difficulties getting eligible voters to enrol or update their enrolment information when they shift to another residential location. This information needs to be up to date so that eligible voters can receive their voting pack in the mail
 - the need to travel far for a special voting centre
 - having to queue at a special voting centre on election day
 - the challenge of voting paper security.
21. Long-term issues were also identified, including:
 - the declining and costly postal service
 - the general decline in voter turnout.
22. One of the options in the 2022 evaluation is to consider moving from postal voting to a combination method (postal and booth) at the 2025 election, whereby booths are staffed on election day and do not close until 7pm. Postal voting would be available as has been past practice, closing at 12 noon on election day. Including this option, staff are investigating the feasibility of five options:
 - Option One - postal voting only (status quo)
 - Option Two - postal voting with more special voting centres ('status quo plus')
 - Option Three - booth voting only
 - Option Four - combination voting (postal, with booth on election day only)
 - Option Five - combination voting (booth and postal).
23. The Department of Internal Affairs (DIA), in their 2023 Briefing to the Incoming Minister, has signalled changes to current voting method regulations. They describe the need to modernise a system that 'relies heavily on traditional postal services and has not kept up with many improvements to parliamentary election processes.' DIA believe these changes might happen in time for the 2028 elections.
24. This report provides a staff recommendation that responds to the short-term issues described above and outlines current risks with options that respond to the long-term issues.

Tātaritanga me ngā tohutohu Analysis and advice

Option One – Status quo – postal voting with limited special voting centres

25. Postal voting is used in every council in New Zealand and is widely supported by Electoral Officers across local governments who are a mixture of both independent and council staff. It is relatively cost effective, and a system known to those who are involved so there is a high probability of achieving a clear and defensible election result.
26. It does have some problems however which are contained in Attachment D and noted above, which has led to improvements being made in recent years such as the provision of special voting centres.
27. To overcome people not receiving their voting papers, special voting centres have been used to ensure eligible voters can cast a vote during the electoral period.

28. At the 2022 election the eight special voting centres had lines out the door, with some voters queuing on the last hours of the last day.
29. New Zealand Post have previously advised that postage costs will rise in the order of 30 per cent per annum meaning that the estimate of the 2025 election costs of postage is likely to be around 100 per cent more than the 2022 elections, with mailer printing set to increase by 25 per cent over the same period.

Option Two – Status quo plus – postal voting with more special voting centres

30. Despite its drawbacks, postal voting is a straightforward and relatively cost-effective method for Auckland Council to administer and has a high likelihood of a clear and defensible election result, compared to booth only voting. A postal voting election, with increased special voting centres would provide a short-term response to some of the issues from the 2022 election. An increase in the number of special voting places (minimum one per local board area) will reduce travel and wait times and ensure those who do not receive or lose their voting documents can easily vote.

Option Three - Booth voting

31. The main perceived benefit to Auckland Council running booth voting for the next election is that it would be similar to Parliamentary elections which is something that voters are very used to and attracts nationwide media coverage. Booth voting also would overcome the issue of a declining postal service and address perceptions about postal ballots being stolen and/or misused.
32. There are some drawbacks however:
 - Booth voting has no provision for voters outside of Auckland. Currently, the Local Electoral Regulations 2001 do not give voters who are overseas and outside of Auckland voters an option to return their vote electronically. DIA has stated that they have started early policy work to allow the return of votes electronically for overseas voters but if any changes are made, they may not be ready for the 2025 local elections.
 - To be comparable to a booth voting experience provided by the Electoral Commission for Parliamentary elections, up to 3000 temporary staff would need to be hired and up to 630 voting places would need to be managed over the voting period. This resource has not been budgeted for. The capacity and capability of the organisation to manage this large undertaking is a risk. The financial and reputational cost to re-run a booth voting election is extremely high.
 - Auckland Council and Independent Election Services (our contracted service provider) have not run a booth voting election before.
 - Voter turnout might be impacted. Dale Ofoske, the Auckland Council Electoral Officer, suggests there could be up to a 10 per cent decrease in voter turnout. This is based on the last booth voting election undertaken by a local authority in New Zealand, where Hutt City Council adopted booth voting for their 1992 election and achieved a 26 per cent turnout compared to the previous postal voting election where a 45 per cent turnout was achieved. Although there may be other circumstances relating to that case, it is worth bearing in mind that a shift of this nature has risks.
 - Time taken to cast a vote is not conducive to booth voting. Voters in a general election have to make only two choices; one for an electorate vote and one party vote. This is in contrast to the number of choices for an Auckland local election where a mayor, councillor, up to nine local board members and five licensing trusts are decided. The regulations state that candidate profiles must be provided when a voting document is issued. The time it will take for voters to review candidate profiles and make their decision could cause long wait times at polling places. This was evidenced at special voting places in 2022.

Options Four and Five - Combination postal and booth voting

33. The benefits of a combination method, of postal and booth voting, are that these options overcome the known problems of postal and booth voting as follows:
- a combination voting method provides a process (postal voting) for overseas and outside of Auckland voters with a way to return their votes, which booth voting only does not.
 - a combination voting method, reduces reliance on and responds to the declining postal service, while giving voters more options for casting and returning their votes.
34. There are additional risks however:
- The risk with a combination of voting methods is the potential for widespread confusion and frustration. Conveying to voters a combination method, and the different closing times of postal and booth voting, 12 noon and 7pm respectively, is not straightforward. This could also impact on a later release of election results.
 - Because turnout trends for election methods are mixed, the potential level of confusion could decrease turnout.
 - Managing and running two discrete election method processes (plus special voting) is a capability and capacity risk. Council and independent election providers in New Zealand do not have sufficient experience to run a booth voting election.
 - If systems fail and an election result is not clear, the financial and reputational cost to re-run an election is high (above \$10million).
 - The cost of running the postal voting method will have increased by approx. \$2.6 million since 2022 by the time council runs the 2025 election. The addition of a booth voting method in addition to postal will further increase costs. This is covered further in the financial analysis section.

Staff recommendation

35. Staff recommend retaining the postal voting method with an increase in special voting centres (the 'status quo plus' option).

Tauākī whakaaweawe āhuarangi Climate impact statement

36. This report discusses booth voting. The climate impact of people travelling to a booth is likely to be mixed, depending on where they are located.
37. Voting documents for postal and booth method elections rely on the use of paper. A more climate friendly option would be online voting. However, online voting is currently not an authorised voting method in the legislation.

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

38. A decision about the voting method affects how voters elect the mayor, councillors and local board members. It does not have major impacts on the council group.
39. In some options, libraries and volunteer staff may be engaged. Libraries have been consulted and are able to help. Volunteer staff will be engaged if necessary.

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

40. In March 2023 local boards were asked for their feedback on whether council should move from a 'postal only' voting method to a 'combination' (postal and booth) voting method.
- 14 supported combination voting (postal, with booth on election day).
 - One supported postal and online voting.
 - One supported online voting, and booth voting on election day.
 - One supported retaining postal only.
 - Four did not provide feedback on this issue.
41. Local communities have not been consulted regarding voting methods.

Tauākī whakaaweawe Māori Māori impact statement

42. Demographic data shows that turnout for electors of Māori descent was lower than the average turnout. [Further analysis conducted by RIMU about who voted in the 2022 local elections](#) suggested that a range of interrelated factors may be contributing to these discrepancies, including:
- differences in the perceived relevance of local government to the everyday life of different communities
 - differences in family and work commitments and an ability to pay attention to local politics in light of other life priorities
 - the complexity of the local government system and voting process, along with differences in knowledge about local government across communities in Auckland
 - for some communities, a lack of identification with and ability to see one's identity reflected in the local governance system
 - a distrust of and disengagement from the local government system, particularly amongst Māori
 - the existence of a social norm of non-voting in some families, neighbourhoods and communities.
43. The impact of a different voting method on Māori voter turnout is not known and difficult to estimate. This is also true for non-Māori voter turnout.

Ngā ritenga ā-pūtea Financial implications

44. Of the options considered, the estimated financial implications run between \$10,060,390 and \$19,849,574. Only options One and Two have sufficient budget provided for in the Long-term Plan. Any other option would require additional funding to be made available by making further trade-offs in another budgetary allocation.
45. The costs below are estimates. This is especially true for options which include booth voting as not all costs are known.

Option	Description	Cost (estimate)
Option One - Postal voting only (Status quo)	Same as 2022, with 8 special voting centres	\$10,060,390
Option Two - Postal voting, plus more special voting centres (Status quo plus)	Same as 2022, with a minimum of one special voting centre per LB	\$10,160,390
Option Three - Booth only	20 places per LB, 7 days	\$11,377,653
	30 places per LB, 7 days	\$13,714,734
	20 places per LB, 14 days (same voting period as Parliamentary elections)	\$15,467,546
	30 places per LB, 14 days	\$19,849,574
Option Four - Combination: Postal voting, with booth voting on election day	Postal, with 20 places per LB on election day	\$10,673,874
Option Five - Combination: Booth and Postal voting	30 places per LB, 7 days	\$17,071,634

Ngā raru tūpono me ngā whakamaurutanga Risks and mitigations

46. Staff have taken the short-term issues from the findings of the 2022 election to provide a recommendation to maintain postal voting, with more special voting centres (status quo plus).
47. In consideration of the declining postal service and voter turnout, staff will continue to work with DIA, the Electoral Commission, and other entities to inform policy work for any potential changes for the 2028 elections.
48. The analysis in the body of this report includes information on the risks of each option and Attachment E describes these in more detail. This analysis shows that Option Two 'status quo plus' has the least risks. The risks noted include:
 - voter fraud
 - voter intimidation
 - technical issues
 - long queues and voter suppression
 - misinformation and disinformation
 - security concerns
 - accessibility issues
 - logistical challenges
 - communication of results
 - postal service
 - fit for purpose.

Ngā koringa ā-muri Next steps

49. Local board feedback will be provided to the Governing Body in June where a decision on the voting method for the 2025 local elections will be sought.

Ngā tāpirihanga Attachments

There are no attachments for this report.

Ngā kaihaina Signatories

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Local government elections 2025 – order of names on voting documents

File No.: CP2024/05648

Item 17

Te take mō te pūrongo Purpose of the report

1. To provide feedback to the Governing Body on how names should be arranged on the voting documents for the Auckland Council 2025 elections.

Whakarāpopototanga matua Executive summary

2. The Local Electoral Regulations 2001 provide a local authority the opportunity to decide by resolution whether the names on voting documents are arranged in:
 - alphabetical order of surname;
 - pseudo-random order; or
 - random order.
3. Pseudo-random order means names are listed in a random order and the same random order is used on every voting document.
4. Random order means names are listed in a random order and a different random order is used on every voting document.
5. The overseas findings on ballot order effects is controversial¹ and based on elections that differ to local government elections in New Zealand. Auckland Council has based its decisions in the past on its own statistical analysis of previous election results.
6. The order of names has been alphabetical for the 2010, 2013, 2016, 2019 and 2022 Auckland Council elections. From 2016, prior to each election a statistical analysis was conducted by RIMU Research and Evaluation Unit on the results of previous elections which each time has concluded that there is no compelling evidence that candidates being listed first were more likely to be elected. The focus was on whether there was any advantage to being listed first.
7. RIMU extended the scope of the statistical analysis this time to include list positions other than first, and also the effects of “race² length”. This takes into account the number of candidates standing for a particular election race. The analysis confirms previous results in terms of candidates listed first but has found that where there are a larger number of candidates, being lower on the list in certain types of election race appeared to confer significant disadvantages. The full analysis is attached as Attachment A.
8. This effect would be remedied by all names on the voting document being in random order. The disadvantage of random order is that it creates some friction for voters. Friction is anything that makes the voting experience harder. If names are ordered randomly then the voter has to undertake additional effort to identify the voter’s preferred candidates. This works against the overall goal of increasing voter turnout.

¹ See, for example, “How Much is Enough? The Ballot Order Effect and the Use of Social Science Research in Election Law Disputes”, R. Michael Alvarez and Betsy Sinclair, https://web.archive.org/web/20100615182629id_/http://home.uchicago.edu/~betsy/papers/eljalvarez.pdf

² In this analysis a ‘race’ refers to an election in a particular ward or local board in a particular year.

9. Nevertheless, since the evidence is clear that in some cases alphabetical order creates a disadvantage, staff recommend that the order of names on Auckland Council voting documents for 2025 be random order.

Ngā tūtohunga Recommendation/s

That the Franklin Local Board:

- a) provide feedback to the Governing Body on whether candidate names on voting documents should be in random order given the statistical evidence that being lower on the list in certain types of election race appears to confer significant disadvantages.

Horopaki Context

Options available

10. Clause 31 of The Local Electoral Regulations 2001 states:
- (1) *The names under which each candidate is seeking election may be arranged on the voting document in alphabetical order of surname, pseudo-random order, or random order.*
 - (2) *Before the electoral officer gives further public notice under section 65(1) of the Act, a local authority may determine, by a resolution, which order, as set out in subclause (1), the candidates' names are to be arranged on the voting document.*
 - (3) *If there is no applicable resolution, the candidates' names must be arranged in alphabetical order of surname.*
 - (4) *If a local authority has determined that pseudo-random order is to be used, the electoral officer must state, in the notice given under section 65(1) of the Act, the date, time, and place at which the order of the candidates' names will be arranged and any person is entitled to attend.*
 - (5) *In this regulation,—*
pseudo-random order means an arrangement where —
 - (a) *the order of the names of the candidates is determined randomly; and*
 - (b) *all voting documents use that order***random order** means an arrangement where the order of the names of the candidates is determined randomly or nearly randomly for each voting document by, for example, the process used to print each voting document.

Previous elections

11. In 2013, the council resolved to use alphabetical order of names, a consideration being an additional cost of \$100,000 if the council chose the random order. From 2016 there has been no additional cost to use random order, due to changes in printing technology, however the council has chosen to use alphabetical order of names in past elections on the basis that statistical research did not indicate a compelling case to change to random order.
12. For the 2022 elections the following table outlines decisions of those regional and city councils whose data was available, with random order being used by 19 out of the 22 councils other than Auckland:

Auckland Council	Alphabetical
Bay Of Plenty Regional Council	Random
Environment Southland Regional Council	Random
Hawke's Bay Regional Council	Random
Manawatū-Whanganui Regional Council	Random
Northland Regional Council	Alphabetical
Otago Regional Council	Random
Southland Regional Council	Random
Taranaki Regional Council	Alphabetical
Waikato Regional Council	Random
West Coast Regional Council	Alphabetical
Christchurch City Council	Random
Dunedin City Council	Random
Hamilton City Council	Random
Hutt City Council	Random
Invercargill City Council	Random
Napier City Council	Random
Nelson City Council	Random
Palmerston North City Council	Random
Porirua City Council	Random
Tauranga City Council (2024)	Random
Upper Hutt City Council	Random
Wellington City Council	Random

Tātaritanga me ngā tohutohu Analysis and advice

Options for 2025

Pseudo-random order and true random order

- Random order printing removes name order bias, whereas the pseudo-random order of names simply substitutes a different order for an alphabetical order. For example, any first-name bias will transfer to the name at the top of the pseudo-random list. The only effective alternative to alphabetical order is true random order, which means the order on every voting document is different.
- A disadvantage to both the random printing options is that they create friction for the voter. Friction is anything that makes the voting experience harder. If names are ordered randomly then the voter has to undertake additional effort to identify the voter's preferred candidates. This works against the overall goal of increasing voter turnout if the friction deters any voters.

Alphabetical order

- The advantage of the alphabetical order printing is that it is familiar, easier to use and to understand. When a large number of candidates compete for a position it is easier for a voter to find the candidate the voter wishes to support if names are listed alphabetically.
- It is also easier for a voter if the order of names on the voting documents follows the order of names in the directory of candidate profile statements accompanying the voting document. The directory is listed in alphabetical order. It is not possible to print it in such a way that each copy aligns with the random order of names on the accompanying voting documents.

17. The disadvantage of alphabetical printing is that there is now evidence from a statistical analysis of council's previous election results, that where there are a larger number of candidates, being lower on the list in certain types of election race confers significant disadvantages.

Analysis of previous election results

18. An analysis³ of the council's election results for 2010, 2013, 2016, 2019 and 2022 is contained in Attachment A.
19. Again, the analysis found no compelling evidence that candidates who were listed first were more likely to be elected in the last five Auckland Council elections.
20. This time the analysis introduced consideration of positions other than first, and also of 'election race length' (for example, how many candidates were in each local board or ward race) and also added linear interpolation modelling.
21. This extended analysis has found that comparing actual votes received proportional to the expected share, being lower on the list in certain types of election race appeared to confer significant disadvantages.

Conclusion

22. A decision about the order of names on voting documents is made by resolution of the council under clause 31 of the Local Electoral Regulations 2001. Such regulations are provided for in section 139 of the Local Electoral Act 2001.
23. Section 4 of the Local Electoral Act 2001 requires local authorities, when making decisions under the Act, to take into account the principles set out in section 4. These principles are:
- (1) *The principles that this Act is designed to implement are the following:*
- (aa) *representative and substantial electoral participation in local elections and polls:*
 - (a) *fair and effective representation for individuals and communities:*
 - (b) *all qualified persons have a reasonable and equal opportunity to—*
 - (i) *cast an informed vote:*
 - (ii) *nominate 1 or more candidates:*
 - (iii) *accept nomination as a candidate:*
 - (c) *public confidence in, and public understanding of, local electoral processes through—*
 - (i) *the provision of a regular election cycle:*
 - (ii) *the provision of elections that are managed independently from the elected body:*
 - (iii) *protection of the freedom of choice of voters and the secrecy of the vote:*
 - (iv) *the provision of transparent electoral systems and voting methods and the adoption of procedures that produce certainty in electoral outcomes:*
 - (v) *the provision of impartial mechanisms for resolving disputed elections and polls.*

³ By Ross Wilson in the RIMU Research and Evaluation Unit in 2023. It is noted that the RIMU research did not (and could not) separate out the effects of alphabetical order on the ballot slip, from the effects of alphabetical ordering of the directory of candidate profile statements. The candidate booklet cannot be randomised.

24. The principles include substantial participation in the elections and public confidence in electoral processes. They also include a principle that all qualified persons have a reasonable and equal opportunity to accept nomination as a candidate. This implies a candidate should not be disadvantaged by virtue of their surname.
25. While alphabetical ordering of names facilitates participation (supporting one of these principles), there is now evidence that this could disadvantage some candidates if they appear lower on the candidate list (compromising the principle that all persons have an equal opportunity to stand).
26. In terms of public confidence, for the 2022 elections a website⁴ criticised the council's decision to use alphabetical order. This is the only known criticism however the council needs to be seen to be making this decision in a robust manner.

Tauākī whakaaweawe āhuarangi **Climate impact statement**

27. The order of names on voting documents does not have an impact on climate.

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

28. The order of names on voting documents does not have an impact on the wider group.

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

29. Feedback from local boards will be reported to the Governing Body when it is asked to determine the matter by resolution.

Tauākī whakaaweawe Māori **Māori impact statement**

30. The order of names on voting documents does not specifically impact on the Māori community. It is noted that candidates can provide their profile statements both in English and Māori and that such profile statements are contained in the candidate profile booklet in alphabetic order. Having voting documents in alphabetic order makes it easier for any voter to match the candidate in the profile booklet.

Ngā ritenga ā-pūtea **Financial implications**

31. There is no additional cost to the printing of voting documents if names are ordered using the random method.

Ngā raru tūpono me ngā whakamaurutanga **Risks and mitigations**

32. Given the widespread adoption of random order of names on voting documents among regional and city councils, if names are ordered alphabetically there is the risk of public criticism of the council's decision.

⁴ <https://thefacts.nz/all/alpha-bias-surnames-in-the-top-3-won-50-of-elections/>

Ngā koringa ā-muri Next steps

33. The feedback from the local board will be reported to the Governing Body.

Ngā tāpirihanga Attachments

No.	Title	Page
A⇒	Memo - Analysis of order of candidate names on election outcomes (Under Separate Cover)	

Ngā kaihaina Signatories

Author	Warwick McNaughton - Principal Advisor Governance Services
Authorisers	Louise Mason - General Manager Local Board Services Rose Leonard - Manager Governance Services Manoj Ragupathy - Local Area Manager Franklin, Papakura, Manurewa

Approval for a public road name at 21 & 28 Opoia Drive, Waiuku

File No.: CP2024/04219

Item 18

Te take mō te pūrongo Purpose of the report

1. To seek approval from the Franklin Local Board to continue the use of a road name for an existing public road into a new public road that is to extend off that road, created by a development at 21 and 28 Opoia Drive Waiuku.

Whakarāpopototanga matua Executive summary

2. The Auckland Council Road Naming Guidelines (the 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.
3. The developer and applicant, Building Serves You Limited, has proposed to name a public road at 21 and 28 Opoia Drive Waiuku, being an extension of an existing public road.
4. The proposed road name option has been assessed against the guidelines and the Australian & New Zealand Standard, Rural and Urban Addressing, AS NZS 4819:2011 and the Guidelines for Addressing in-fill Developments 2019 – LINZ OP G 01245 (the standards). The technical matters required by those documents are considered to have been met.

Ngā tūtohunga Recommendation/s

That the Franklin Local Board:

- a) approve the name Opoia Drive for a new public road which is an extension of the existing Opoia Drive and is being created by a development undertaken by Building Serves You Limited at 21 and 28 Opoia Drive Waiuku, and in accordance with section 319(1)(j) of the Local Government Act 1974 (road naming reference RDN90114552, resource consent reference SUB60380141).

Horopaki Context

5. Resource consent reference SUB60380141 was issued on 01 June 2022 for a subdivision to create nine lots, a balance lot, and a new public road to be vested to the Council. Site and location plans of the development can be found in Attachments A and B.
6. In accordance with the standards, every public road and any 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.
7. The new public road therefore requires a name, and as it serves more than five lots. The road to be named is highlighted in yellow in Attachment A.

Tātaritanga me ngā tohutohu Analysis and advice

8. 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.
9. The guidelines provide for road names to reflect one of the following local themes with the use of Māori names being actively encouraged:
 - a historical, cultural, or ancestral linkage to an area; or
 - a particular landscape, environmental or biodiversity theme or feature; or
 - an existing (or introduced) thematic identity in the area.
10. Assessment: The proposed road name is an extension of an existing road name and has been assessed by the council's Subdivision Specialist team to ensure that it meets both the guidelines and the standards in respect of road naming. The technical standards are considered to have been met. It is therefore for the local board to decide upon the suitability of the name within the local context and in accordance with the delegation.
11. Confirmation: Since this is an extension of an existing road name, approval from Land Information New Zealand (LINZ) is not considered necessary.
12. Consultation: For the same reason as stated above, mana whenua were not consulted in this instance. Additional commentary is provided in the Tauākī whakaaweawe Māori section that follows.

Tauākī whakaaweawe āhuarangi Climate impact statement

13. 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

14. The decision sought for this report has no identified impact 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

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

Tauākī whakaaweawe Māori Māori impact statement

16. While the guidelines include an objective of recognising cultural and ancestral linkages to areas of land through engagement with mana whenua and the allocation of road names where appropriate, however in this instance, the application merely seeks the extension of the existing Opoia Drive, therefore no consultation is considered necessary.
17. This site is not listed as a site of significance to mana whenua.

Ngā ritenga ā-pūtea Financial implications

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

Ngā raru tūpono me ngā whakamaurutanga Risks and mitigations

20. 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

21. 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	Report Attachment A - Site Plan	157
B	Report attachment B - Location Map	159

Ngā kaihaina Signatories

Author	Amy Cao - Subdivision Advisor
Authorisers	David Snowdon - Team Leader Subdivision Manoj Ragupathy - Local Area Manager Franklin, Papakura, Manurewa

Approval for a new private road name at 300 Maxted Road, Drury

File No.: CP2024/04490

Te take mō te pūrongo Purpose of the report

1. To seek approval from the Franklin Local Board to name a new private road, being a right of way, created by way of a subdivision development at 300 Maxted Road, Drury.

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 names for the local board's approval.
3. The developer and applicant, CD Vernon Trustee Limited, has proposed the names presented below for consideration by the local board.
4. The proposed road name options have been assessed against the guidelines and the Australian & New Zealand Standard, Rural and Urban Addressing, AS NZS 4819:2011 and the Guidelines for Addressing in-fill Developments 2019 – LINZ OP G 01245. The technical matters required by those documents are considered to have been met and the proposed names are not duplicated elsewhere in the region or in close proximity. Mana whenua have been consulted in the manner required by the guidelines.
5. The proposed names for the new private road at 300 Maxted Road are:
 - Mark Vernon Way (applicant's preference)
 - Legacy Lane (alternative)
 - Kurawhenua Way (alternative).

Ngā tūtohunga Recommendation/s

That the Franklin Local Board:

- a) approves the name Mark Vernon Way for the new private road created by way of subdivision undertaken by CD Vernon Trustee Limited at 300 Maxted Road, Drury, in accordance with section 319(1)(j) of the Local Government Act 1974 (road naming reference RDN90111903, resource consent reference SUB60337358).

Horopaki Context

6. There is an extensive consenting history associated with the application site with subdivision consent SUB60337358 being granted in 2019 for a five-lot subdivision. Condition of that subdivision consent requires that the right of way be named.
7. Site and location plans of the development can be found in Attachments A and B.
8. In accordance with Australian & New Zealand Standard, Rural and Urban Addressing, AS NZS 4819:2011 and the Guidelines for Addressing in-fill Developments 2019 – LINZ OP G 01245 (the standards), any road including private ways, COALs (commonly owned access

lots), and right of ways, that serve more than five lots generally require a new road name in order to ensure safe, logical and efficient street numbering.

9. With this development, the new right of way requires a road name because it serves more than five lots and it is required by condition of the subdivision consent. The location of the new access can be seen in Attachment A, where the right of way that requires a name is highlighted in yellow.

Tātaritanga me ngā tohutohu Analysis and advice

10. The Auckland Council Road Naming Guidelines (the Guidelines) set out the requirements and criteria for proposed road names. These requirements and criteria have been applied in this situation to ensure consistency of road naming across Auckland. 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.
11. The Guidelines provide for road names to reflect one of the following local themes with the use of Māori names being actively encouraged:
- a historical, cultural, or ancestral linkage to an area; or
 - a particular landscape, environmental or biodiversity theme or feature; or
 - an existing (or introduced) thematic identity in the area.
12. The proposed names are to commemorate the developers' family members and to reflect the geological features of the area.

Proposed name	Meaning (as described by applicant)
Mark Vernon Way (applicant's reference)	<p><i>Mark Vernon is the deceased Father of Bob and Cam Vernon. He was the driving force behind the instigation of the conservation works that have been carried out on the property. He began planting in 1985, and from 1987 when he took over the property from his father, continued each year retiring gullies and land from farming, creating the wonderful natural asset the property has today – attaining approximately 100ha of plantings of native trees.</i></p> <p><i>Bob, Cam and Mark's widow Michelle have continued this planting program since Mark's passing in 2012. The family would like to honour Mark by naming the road after him.</i></p> <p><i>The Vernon Family have been in the Franklin District for over 90 years, starting with Mark's Father (Patumahoe Butchery) and his mother (Patumahoe - Browns General Store). They have a strong connection with the district, all having been born in Pukekohe.</i></p> <p><i>Mark Vernon was a pillar of the Ramarama Community, being involved in many community projects, the largest being hugely involved in the building of the Ramarama School Hall.</i></p> <p><i>Mark Vernon tragically died on the property in 2012. His final gift was to donate his organs to help others live.</i></p> <p><i>Both his sons and families live on this road, raising his four grandchildren in the place that Mark loved.</i></p> <p><i>Mark Vernon deserves to be honoured by having this road named after him.</i></p>
Legacy Place (alternative)	<p><i>It is understood that Mark Vernon established the plantings to provide a legacy, not only for his family, but for the people of New Zealand.</i></p>

	<i>With the conservation of this amount of native bush, the benefits for the community are indeed a legacy for the future</i>
Kurawhenua Way (alternative)	This name is suggested by Ngāti Tamaoho. The name refers to the red soil in the area.

13. All the name options listed in the table above have been assessed by the council's Subdivision Specialist team to ensure that they meet both the guidelines and the standards in respect of road naming. The technical standards are considered to have been met and duplicate names are not located in close proximity. It is therefore for the local board to decide upon the suitability of the names within the local context and in accordance with the delegation.
14. Land Information New Zealand (LINZ) has confirmed that all of the proposed names are acceptable for use at this location.
15. 'Lane,' 'Way' and 'Place' are acceptable road types for the new private road, suiting the form and layout of the right of way.
16. Mana whenua were consulted in line with the processes and requirements described in the guidelines. Additional commentary is provided in the Tauākī whakaaweawe Māori section that follows.

Tauākī whakaaweawe āhuarangi Climate impact statement

17. 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

18. 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

19. 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

20. 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 and in this instance, the process has been adhered to.
21. On 30 October 2023, mana whenua were contacted by council on behalf of the applicant, through the Resource Consent department's central facilitation process, as set out in the Guidelines. Representatives of the following groups with an interest in the general area were contacted:
 - Ngāi Tai Ki Tāmaki
 - Ngāti Tamaoho

- Te Ākitai Waiohua
 - Ngāti Te Ata Waiohua
 - Ngāti Maru
 - Ngāti Tamaterā
 - Waikato-Tainui
 - Ngāti Whanaunga
22. By the close of the consultation period (10 working days), a response was received from Ngāti Whanaunga indicating their support of the names proposed by the applicant. In addition they recommended two additional names 'Maaka' and 'Waihotanga Iho' for consideration.
23. A response was also received from Ngāti Tamaoho indicating that they would like to suggest alternative names and following consultation that alternate name 'Kurawhenua' was selected by the applicant as an alternative name and presented here for consideration.
24. This site is not listed as a site of significance to mana whenua.

Ngā ritenga ā-pūtea Financial implications

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

Ngā raru tūpono me ngā whakamaurutanga Risks and mitigations

27. 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

28. 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	Attachment A Site Plan	167
B	Attachment B Location Map	169

Ngā kaihaina Signatories

Author	Amy Cao - Subdivision Advisor
Authorisers	David Snowdon - Team Leader Subdivision Manoj Ragupathy - Local Area Manager Franklin, Papakura, Manurewa

Approval for a new public road name at 44 Collingwood Road, Waiuku (Boundary Road Property Partnership, Stage 2)

File No.: CP2024/05811

Item 20

Te take mō te pūrongo

Purpose of the report

1. To seek approval from the Franklin Local Board to name one new public road, created by way of a subdivision development at 44 Collingwood Road, Waiuku.

Whakarāpopototanga matua

Executive summary

2. The Auckland Council Road Naming Guidelines (the 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 developer shall be given the opportunity of suggesting their preferred new road name/s for the local board's approval.
3. The developer and applicant, Boundary Road Property Partnership Limited, has proposed the names presented below for consideration by the local board.
4. The proposed road name options have been assessed against the Guidelines and the Australian & New Zealand Standard, Rural and Urban Addressing, AS NZS 4819:2011 and the Guidelines for Addressing in-fill Developments 2019 – LINZ OP G 01245 (the standards). The technical matters required by those documents are considered to have been met and the proposed names are not duplicated elsewhere in the region or in close proximity. Mana whenua have been consulted in the manner required by the guidelines.
5. The proposed names for the new public road at 44 Collingwood Road, Waiuku are:
 - Mamaku Road (applicant's preference)
 - Harakeke Road (alternative)
 - Alloy Road (alternative).

Ngā tūtohunga

Recommendation/s

That the Franklin Local Board:

- a) approves the name Mamaku Road (applicant's preferred name) for the new public road created by way of subdivision undertaken by Boundary Road Property Partnership Limited at 44 Collingwood Road, Waiuku, in accordance with section 319(1)(j) of the Local Government Act 1974 (resource consent references BUN60318108, SUB60317687, road naming reference RDN90114709).

Horopaki

Context

6. Resource consent reference BUN60318108 (subdivision reference number SUB60317687) was issued in February 2020 to create 38 residential lots, with a lot to be vested as a public road.
7. Scheme and location plans of the development can be found in Attachment A and B to the agenda report.

8. In accordance with the standards, every public road and any private way, COAL (commonly owned access lot), 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.
9. In this development, the new public road therefore requires a road name. The road to be named can be seen in Attachment A to the agenda report.

Tātaritanga me ngā tohutohu Analysis and advice

10. The guidelines set out the requirements and criteria for proposed road names. These requirements and criteria have been applied in this situation to ensure consistency of road naming across Auckland. 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.
11. The guidelines provide for road names to reflect one of the following local themes with the use of Māori names being actively encouraged:
 - a historical, cultural, or ancestral linkage to an area; or
 - a particular landscape, environmental or biodiversity theme or feature; or
 - an existing (or introduced) thematic identity in the area.
12. The names proposed reflect a historical / environmental link to the locality:

Proposed name	Meaning (as described by applicant)
Mamaku Road (applicant's preference)	Mamaku is the Te Reo name for 'Black Tree Fern'. <i>Gifted from Ngāti Te Ata Waiohua</i>
Harakeke Road (alternative)	Harakeke is the Te Reo name for 'New Zealand flax', which is native to New Zealand. <i>Gifted from Ngāti Te Ata Waiohua</i>
Alloy Road (alternative)	An alloy is a mixture of metals, or a metal combined with one or more other elements. Steel is an alloy of iron with low amounts of carbon. This name reflects the use of the Waiuku Steel Mill in the area.

13. All the name options listed in the table above have been assessed by the council's Subdivision Specialist team to ensure that they meet both the guidelines and the standards in respect of road naming. The technical standards are considered to have been met and duplicate names are not located in close proximity. It is therefore for the local board to decide upon the suitability of the names within the local context and in accordance with the delegation.
14. Land Information New Zealand (LINZ) has confirmed that all of the proposed names are acceptable for use at this location.
15. 'Road' is an acceptable road type for the new public road, suiting its form and layout.
16. Mana whenua were consulted in line with the processes and requirements described in the Guidelines. Additional commentary is provided in the Tauākī whakaaweawe Māori section that follows.

Tauākī whakaaweawe āhuarangi **Climate impact statement**

17. 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**

18. 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**

19. This report seeks the board's decision, and the decision is not considered to have any immediate local impact beyond those outlined in this report.

Tauākī whakaaweawe Māori **Māori impact statement**

20. 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 and in this instance, the process has been adhered to.
21. On February 17th 2021, Ngāti Te Ata Waiohua gifted several names to use for another road in the development. Of these names, one was adopted by the applicant and approved for use by the local board. In this application, the applicant has chosen to propose those gifted names not used previously.
22. On March 12th 2024 mana whenua were contacted by council on behalf of the applicant, through the Resource Consent department's central facilitation process, as set out in the guidelines. Representatives of the following groups with an interest in the general area were contacted:
 - Ngāti Maru (Ngāti Maru Rūnanga Trust)
 - Ngāti Te Ata (Te Ara Rangatu o Te Iwi o Ngāti Te Ata Waiohua)
 - Te Ahiwaru – Waiohua (Makaurau Marae Māori Trust)
 - Te Ākitai Waiohua (Te Ākitai Waiohua Iwi Authority)
 - Waikato – Tainui (Te Whakakitenga o Waikato Incorporated)
 - Ngāti Tamaoho
23. By the close of the consultation period, only one response was received. Ngāti Te Ata Waiohua stated their support of the proposed names.
24. No other responses, comments, or feedback were received, and the applicant now wishes to continue to a decision from the local board.
25. This site is not listed as a site of significance to mana whenua.

Ngā ritenga ā-pūtea Financial implications

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

Ngā raru tūpono me ngā whakamaurutanga Risks and mitigations

28. 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

29. Approved road names are notified to LINZ and recorded 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	Report Attachment A - Scheme Plan 44 Collingwood Road, Waiuku	175
B	Report Attachment B - Site Location Map	177

Ngā kaihaina Signatories

Author	Amy Cao - Subdivision Advisor
Authorisers	David Snowdon - Team Leader Subdivision Manoj Ragupathy - Local Area Manager Franklin, Papakura, Manurewa

Approval for a new public road name and road layout changes at 371 Airfield Road, Ardmore

File No.: CP2024/05767

Item 21

Te take mō te pūrongo Purpose of the report

1. To seek approval from the Franklin Local Board to name a new public road, and to approve the new road layout created by way of a subdivision development at 371 Airfield Road, Ardmore.

Whakarāpopototanga matua Executive summary

2. The Auckland Council Road Naming Guidelines (the guidelines) set out the requirements and criteria 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 developer shall be given the opportunity of suggesting their preferred new road names for the local board's approval.
3. All proposed road name options have been assessed against the Guidelines and the Australian & New Zealand Standard, Rural and Urban Addressing, AS NZS 4819:2011 and the Guidelines for Addressing in-fill Developments 2019 – LINZ OP G 01245 (the standards). The technical matters required by those documents are considered to have been met and the proposed names are not duplicated elsewhere in the region or in close proximity. Mana whenua have been consulted in the manner required by the guidelines.
4. The developer and applicant, Ardmore Commercial Development, has proposed one new road name for consideration by the local board. The proposed names for the new public road (Road 1) at 371 Airfield Road, Ardmore are:
 - Altitude Road (applicant's preference)
 - Ardmore Link Road (alternative)
 - Grand Prix Road (alternative).
5. It is noted that there are existing informal road names in place across the development site. There is no formal record of these road names having received historic approval by Council – they are attached to Google maps, but not to Council's GIS system. Following searches within Council and Ardmore Airport archives, no records pertaining to these road names have been found. With the current road layout within the development changing as a result of this development, there is now an opportunity for the local board to formalise these road names, albeit in a slightly amended configuration.
6. The existing informal road names proposed to be formalised through this application are:
 - Mustang Lane (Road 2)
 - Corsair Lane (Road 3)
 - Cessna Lane (Road 4).
7. It is also noted that the name Mike Johnstone Drive is currently in use on this development site; however there is no formal recognition or archival material in evidence pertaining to the use of this person or road name either. This name is appended to a metaled track that has not been used in more than 25 years for anything other than access for maize crops.

Ngā tūtohunga Recommendation/s

That the Franklin Local Board:

- a) approve the name Altitude Road (applicant's preferred name) for the public road (Road 1) created by way of subdivision undertaken by Ardmore Commercial Development at 371 Airfield Road, Ardmore, in accordance with section 319(1)(j) of the Local Government Act 1974 (resource consent reference SUB60387768 and road naming reference RDN90110427).
- b) approve the retention of the following road names at 371 Airfield Road, Ardmore.
 - i) Mustang Lane (Road 2)
 - ii) Corsair Lane (Road 3)
 - iii) Cessna Lane (Road 4).

Horopaki Context

8. The following four road names have been historically utilised for the development at 371 Airfield Road, Ardmore, however there is no known record of any approval within Council records or with Ardmore Airfield archives:
 - Mustang Lane
 - Corsair Lane
 - Cessna Lane
 - Mike Johnstone Drive.
9. While these names have been in use for some considerable time, the road layout within the development has now been changed in accordance with subdivision resource consent SUB60387768. The changes to the road layout are summarised below:
 - Road 1 – creation of a new road 1 between Airfield Road and the southernmost section of Corsair Lane. This involves the followings:
 - a) the replacement of a portion of Mustang Lane; and
 - b) removal and replacement of 'Mike Johnstone Drive'; and
 - c) removal and replacement of a section of 'Corsair Lane' to the north. The entirety of Road 1 is proposed to be named 'Altitude Road'.
 - Road 3 – realignment of the northern section of Corsair Lane where it connects to Road 1 'Altitude Road'.
10. The new roading plan can be found in Attachment A to the agenda report.
11. The existing roading layout and location plan of the development can be found in Attachment B to the agenda report.
12. In accordance with the standards, every public road and any private way, COAL (commonly owned access lot), 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.
13. Therefore, the roads within this development require names.

Tātaritanga me ngā tohutohu Analysis and advice

14. The guidelines set out the requirements and criteria for proposed road names. These requirements and criteria have been applied in this situation to ensure consistency of road naming across Auckland. 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.

15. The guidelines provide for road names to reflect one of the following local themes with the use of Māori names being actively encouraged:
- a historical, cultural, or ancestral linkage to an area; or
 - a particular landscape, environmental or biodiversity theme or feature; or
 - an existing (or introduced) thematic identity in the area.
16. The proposed names represent a link to the locality:

Proposed name	Meaning (as described by applicant)
Altitude Road (applicant's preference)	'Altitude' is the name of the new development and is reflective of the nature of the development being airport/aviation related.
Ardmore Link Road (alternative)	This name reflects the location of the road. The road is located at Ardmore airport, and it links one side of the airport to the other, and connects non-aviation development to the operational side of the airport.
Grand Prix Road (alternative)	This name references the Grand Prix races that used to take place at Ardmore Airport.

17. All the name options listed in the table above have been assessed by the council's Subdivision Specialist team to ensure that they meet both the guidelines and the standards in respect of road naming. The technical standards are considered to have been met and duplicate names are not located in close proximity. It is therefore for the local board to decide upon the suitability of the names within the local context and in accordance with the delegation.
18. Land Information New Zealand (LINZ) has confirmed that all of the proposed names are acceptable for use at this location.
19. 'Road' is an acceptable road type for the new public road, suiting its form and layout.
20. In relation to the naming of Road 1 mana whenua were consulted in line with the processes and requirements described in the Guidelines. Additional commentary is provided in the Tauākī whakaaweawe Māori section that follows. Mana whenua have not been consulted in relation to the naming of Roads 2, 3 and 4, as existing names are proposed to be retained for these roads.

Tauākī whakaaweawe āhuarangi Climate impact statement

21. 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

22. 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

23. This report seeks the decision of the local board, and the decision is not considered to have any immediate local impact beyond those outlined in this report.

Tauākī whakaaweawe Māori

Māori impact statement

24. 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 and in this instance, the process has been adhered to.
25. On 25 August 2023 mana whenua were contacted by council on behalf of the applicant, through the Resource Consent department's central facilitation process, as set out in the guidelines. Representatives of the following groups with an interest in the general area were contacted:
- Ngāi Tai Ki Tāmaki (Ngāi Tai ki Tāmaki Tribal Trust)
 - Ngāti Maru (Ngāti Maru Rūnanga Trust)
 - Ngāti Pāoa (Ngāti Paoa Iwi Trust)
 - Ngāti Pāoa (Ngāti Paoa Trust Board)
 - Ngāti Tamaterā (Ngāti Tamaterā Settlement Trust)
 - Ngāti Te Ata (Te Ara Rangatu o Te Iwi o Ngāti Te Ata Waiohua)
 - Ngāti Whanaunga (Ngāti Whanaunga Incorporated)
 - Te Ahiwaru – Waiohua (Makaurau Marae Māori Trust)
 - Te Ākitai Waiohua (Te Ākitai Waiohua Iwi Authority)
 - Waikato – Tainui (Te Whakakitenga o Waikato Incorporated)
 - Ngāti Tamaoho
26. By the close of the consultation period, no responses, comments, or feedback were received. While acknowledging that this does not automatically signify a lack of interest in the matter, and noting that dependent on the scale of a development and its level of significance, not all road naming applications do receive comments from mana whenua, the applicant now wishes to continue to a decision from the local board.
27. This site is not listed as a site of significance to mana whenua and no Te Reo Māori names are proposed.

Ngā ritenga ā-pūtea

Financial implications

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

Ngā raru tūpono me ngā whakamaurutanga

Risks and mitigations

30. 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

31. Approved road names are notified to LINZ and recorded 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	Report Attachment A - Proposed roading plan	185
B	Report Attachment B - Existing road layout and location map	187

Ngā kaihaina

Signatories

Author	Amy Cao - Subdivision Advisor
Authorisers	David Snowdon - Team Leader Subdivision Manoj Ragupathy - Local Area Manager Franklin, Papakura, Manurewa

Amendment to the 2022-2025 Franklin Local Board meeting schedule

File No.: CP2024/05031

Item 22

Te take mō te pūrongo Purpose of the report

1. To seek approval to add an additional or extraordinary meeting to the 2022-2025 Franklin Local Board meeting schedule, so the local board can review public feedback on the draft Regional Land Transport Plan 2024-2034 before providing formal views.

Whakarāpopototanga matua Executive summary

2. At the beginning of 2024, there was a central government delay to the delivery of the Government Policy Statement on Land Transport 2024. This delay has affected the delivery of the Regional Land Transport Plan (RLTP) 2024-2034.
3. Public engagement data on the RLTP will not be available to local boards until 24 June 2024. Local boards must provide their formal views on the draft RLTP before 3 July 2024 to meet Regional Transport Committee deadlines. These timeframes are outside the local board's normal meeting cycle.
4. To enable local boards to consider public engagement data before providing formal views, this report recommends the local board approve an additional or extraordinary meeting to the 2022-2025 Franklin Local Board meeting schedule.

Ngā tūtohunga Recommendation/s

That the Franklin Local Board:

EITHER

- a) whakaae / approve the addition of one meeting at 9.30am on 1 July 2024 at Franklin Local Board office to the 2022-2025 Franklin Local Board meeting schedule, to accommodate providing formal views on the Regional Land Transport Plan after reviewing public feedback

OR

- b) whakaae / approve an extraordinary meeting of the Franklin Local Board, to be held at 9.30am on 1 July 2024 at Franklin Local Board office, for the purpose of the local board to provide its formal views on the Regional Land Transport Plan after reviewing public feedback.

Horopaki Context

5. The Local Government Act 2002 (LGA) and the Local Government Official Information and Meetings Act 1987 (LGOIMA) have requirements regarding local board meeting schedules.
6. In summary, adopting a meeting schedule helps meet the requirements of:
 - clause 19, Schedule 7 of the LGA on general provisions for meetings, which requires the chief executive to give notice in writing to each local board member of the time and

place of meetings. Such notification may be provided by the adoption of a schedule of business meetings.

- sections 46, 46(A) and 47 in Part 7 of the LGOIMA, which requires that meetings are publicly notified, agendas and reports are available at least two working days before a meeting and that local board meetings are open to the public.

7. The Franklin Local Board adopted its 2022-2025 business meeting schedule during its 22 November 2022 business meeting.
8. At the beginning of 2024, there was a central government delay to delivering the Government Policy Statement on Land Transport 2024. This delay has impacted Auckland Transport's timeframes on delivering the Regional Land Transport Plan (RLTP) 2024-2034.
9. Public engagement on the draft RLTP will run from 17 May 2024 until mid-June 2024. Auckland Transport will provide a summary of public feedback to local boards on 24 June 2024.
10. Local boards must provide formal views on the draft RLTP before 3 July 2024 to meet Regional Transport Committee deadlines.
11. Local boards expect to see public feedback before providing their formal views. Therefore, it is recommended that local boards resolve their formal views on the RLTP after 24 June and before 3 July. These timeframes are outside the board's normal meeting cycle.

Tātaritanga me ngā tohutohu Analysis and advice

12. The local board has two choices:
 - i) Add the meeting as an addition to the 2022-2025 meeting schedule.Or,
 - ii) Add the meeting as an extraordinary meeting.
13. For option one, statutory requirements allow enough time for these meetings to be scheduled as additions to the meeting schedule and other topics may be considered as per any other ordinary meeting. However, there is a risk that if the RLTP timeframes change again or the information is not ready for the meeting, there would need to be an additional extraordinary meeting scheduled.
14. For option two, only the specific topic on the RLTP may be considered for which the meeting is being held.
15. Since there is enough time to meet statutory requirements, staff recommend option one, approving this meeting as an addition to the meeting schedule, as it allows more flexibility for the local board to consider a range of issues. This requires a decision of the local board.

Tauākī whakaaweawe āhuarangi Climate impact statement

16. This decision is procedural in nature and any climate impacts will be negligible. The decision is unlikely to result in any identifiable changes to greenhouse gas emissions. The effects of climate change will not impact the decision's implementation.

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

17. There is no specific impact for the council group from this report.

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

18. This report requests the local board's decision to schedule additional meetings and consider whether to approve them as extraordinary meetings or additions to the meeting schedule.

Tauākī whakaaweawe Māori Māori impact statement

19. There is no specific impact to mana whenua or mataawaka from this report.

Ngā ritenga ā-pūtea Financial implications

20. There are no financial implications in relation to this report apart from the standard costs associated with servicing a business meeting.

Ngā raru tūpono me ngā whakamaurutanga Risks and mitigations

21. There is a risk that local board views on the RLTP will not be informed by public feedback. This risk is mitigated if the local board resolves to add an additional or extraordinary meeting after the public feedback data is made available on 24 June 2024.

Ngā koringa ā-muri Next steps

22. Staff will implement the preferred process when preparing the business meeting schedule.

Ngā tāpirihanga Attachments

There are no attachments for this report.

Ngā kaihaina Signatories

Author	Macleon Grindell - Senior Advisor Operations and Policy
Authorisers	Louise Mason - General Manager Local Board Services Manoj Ragupathy - Local Area Manager Franklin, Papakura, Manurewa

Chairperson's Update

File No.: CP2024/05936

Item 23

Te take mō te pūrongo

Purpose of the report

1. To provide an opportunity for the Local Board Chairperson to verbally update the local board on activities and any issues addressed in their capacity as Chairperson.

Ngā tūtohunga

Recommendation/s

That the Franklin Local Board:

- a) receive the verbal report from the Franklin Local Board Chairperson.

Ngā tāpirihanga

Attachments

There are no attachments for this report.

Ngā kaihaina

Signatories

Author	Denise Gunn - Democracy Advisor
Authoriser	Manoj Ragupathy - Local Area Manager Franklin, Papakura, Manurewa

Governance Forward Work calendar - Hōtaka Kaupapa - May 2024

File No.: CP2024/05709

Item 24

Te take mō te pūrongo Purpose of the report

1. To present the Franklin Local Board with a governance forward work calendar (Hōtaka Kaupapa).

Whakarāpopototanga matua Executive summary

2. This report contains the governance forward work programme, a schedule of items that will come before the Franklin Local Board at business meetings and workshops over the coming months. The governance forward work programme for the local board is included in Attachment A.
3. The calendar aims to support local boards' governance role by:
 - ensuring advice on agendas and workshop material is driven by local board priorities
 - clarifying what advice is required and when
 - clarifying the rationale for reports.
4. The calendar will be updated every month. Each update will be reported back to business meetings and distributed to relevant council staff. It is recognised that at times items will arise that are not programmed.
5. Local board members are welcome to discuss changes to the calendar.

Ngā tūtohunga Recommendation/s

That the Franklin Local Board:

- a) tuhi ā-taipitopito / note the Franklin Local Board Hōtaka Kaupapa (governance forward work calendar) dated May 2024 in Attachment A.

Ngā tāpirihanga Attachments

No.	Title	Page
A ↓	Franklin Local Board Hōtaka Kaupapa - Governance Forward Work calendar May 2024	197

Ngā kaihaina Signatories

Author	Denise Gunn - Democracy Advisor
Authoriser	Manoj Ragupathy - Local Area Manager Franklin, Papakura, Manurewa

Item 24

Franklin Local Board workshop records

File No.: CP2024/05708

Item 25

Te take mō te pūrongo

Purpose of the report

1. To receive the Franklin Local Board workshop records for workshops held on April 2, 9, 16, 23 and 30 April 2024.

Whakarāpopototanga matua

Executive summary

2. The Franklin Local Board holds weekly workshops to facilitate oversight of projects in their work programme or on matters that have significant local implications.
3. The local board does not make decisions at these workshops. Workshops are not open to the public, but records are reported retrospectively.
4. Workshop records for the Franklin Local Board are attached for April 2, 9, 16, 23 and 30 2024.

Ngā tūtohunga

Recommendation/s

That the Franklin Local Board:

- a) whiwhi / receive the Franklin Local Board workshop records for April 2, 9, 16, 23 and 30 2024.

Ngā tāpirihanga

Attachments

No.	Title	Page
A	Franklin Local Board workshop record 2 April 2024	203
B	Franklin Local Board workshop record 9 April 2024	205
C	Franklin Local Board workshop record 16 April 2024	207
D	Franklin Local Board workshop record 23 April 2024	209
E	Franklin Local Board workshop record 30 April 2024	211

Ngā kaihaina

Signatories

Author	Denise Gunn - Democracy Advisor
Authoriser	Manoj Ragupathy - Local Area Manager Franklin, Papakura, Manurewa

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

That the **Franklin 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.

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

C1 Franklin Local Board feedback on Pools and Leisure contract model

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)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities. In particular, the report relates to ongoing contract negotiations and should remain confidential until August, to ensure the awarding of contracts has been completed prior	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.