

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

Date: Thursday, 20 March 2025
Time: 12.00pm
Meeting Room: Howick Local Board Meeting Room
Venue: Pakuranga Library Complex
7 Aylesbury Street
Pakuranga

Howick Local Board

OPEN AGENDA

MEMBERSHIP

Chairperson	Damian Light
Deputy Chairperson	Bo Burns
Members	Katrina Bungard
	David Collings
	Bruce Kendall
	John Spiller
	Mike Turinsky
	Adele White, JP
	Peter Young, JP

(Quorum 5 members)

Claire Bews
Democracy Advisor

14 March 2025

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1 Nau mai | Welcome

The Chair opened the meeting and welcomed everyone present.

2 Ngā Tamōtanga | Apologies

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

3 Te Whakapuaki i te Whai Pānga | Declaration of Interest

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

4 Te Whakaū i ngā Āmiki | Confirmation of Minutes

That the Howick Local Board:

- a) whakaū / confirm the ordinary minutes of its meeting, held on Thursday, 20 February 2025, as a true and correct record subject to the following amendment for Item 21 - Auckland Council's Performance Report: Howick Local Board for Quarter Two 2024/2025, to be amended (Resolution no. HW/2025/17) clause a) whiwhi / receive the performance report for quarter two ending 31 December 2024.

5 He Tamōtanga Motuhake | Leave of Absence

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

6 Te Mihi | Acknowledgements

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

7 Ngā Petihana | Petitions

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

8 Ngā Tono Whakaaturanga | Deputations

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

8.1 Deputation - Dr Julie Chambers - Co-Chair Tāmaki Estuary Environmental Forum (TEEF)

Te take mō te pūrongo Purpose of the report

1. Dr Julie Chambers - Co-Chair Tāmaki Estuary Environmental Forum, (TEEF) will

present to the Board a deputation on the topic: Tāmaki Estuary & River: Challenges.

- Loss of biodiversity – pests and habitat degradation
- Climate & Change – weather, sea level rise, population increases, river uses and erosion & sediment
- Pollution: Plastics, unknown substances & sediment
- Sewage in the Estuary

**Ngā tūhonga
Recommendation/s**

That the Howick Local Board:

- a) whakamihi / thank Dr Julie Chambers for her deputation and attendance.

8.2 Deputation - Barry Dreyer - President of Howick RSA

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

1. Barry Dreyer President of the Howick Returned and Services' Association, RSA will present to the Board a deputation on matters pertaining to the Howick RSA.

**Ngā tūhonga
Recommendation/s**

That the Howick Local Board:

- a) whakamihi / thank Barry Dreyer for his deputation and attendance.

8.3 Deputation - Dr Rashi Parker - Birdcare Aotearoa – Immediate concerns for taonga birdlife in biodiversity threats

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

1. Dr Rashi Parker Fundraising Manager from Birdcare Aotearoa will present to the Board a deputation on the topic of immediate concerns for taonga birdlife, in the context of biodiversity threats through the Howick rohe.
2. Presenting the work that Birdcare Aotearoa does and why they seek funding in support of their operational costs.

**Ngā tūhonga
Recommendation/s**

That the Howick Local Board:

- a) whakamihi / thank Dr. Rashi Parker for her deputation and attendance.

9 Te Matapaki Tūmatanui | Public Forum

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

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

10 Ngā Pakihi Autaia | Extraordinary Business

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

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

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

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

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

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

Governing Body Members' Update

File No.: CP2025/00123

Item 11

Te take mō te pūrongo

Purpose of the report

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

Whakarāpopototanga matua

Executive summary

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

Ngā tūtohunga

Recommendation/s

That the Howick Local Board:

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

Ngā tāpirihanga

Attachments

There are no attachments for this report.

Ngā kaihaina

Signatories

Author	Claire Bews - Democracy Advisor
Authoriser	Victoria Villaraza - Local Area Manager

Chairperson's Report

File No.: CP2025/00128

Te take mō te pūrongo Purpose of the report

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

Whakarāpopototanga matua Executive summary

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

Ngā tūtohunga Recommendation/s

That the Howick Local Board:

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

Ngā tāpirihanga Attachments

No.	Title	Page
A⇒	20 March 2025, Howick Local Board: Chairperson's Report - Chair Light's Written Report	

Ngā kaihaina Signatories

Author	Claire Bews - Democracy Advisor
Authoriser	Victoria Villaraza - Local Area Manager

Auckland Transport Kōkiri / Local Board Transport Agreement Quarterly Update - March 2025

File No.: CP2025/03873

Item 13

Te take mō te pūrongo

Purpose of the report

1. To provide an update on projects in the local board's Kōkiri / Local Board Transport Agreement 2024-2025 (Kōkiri Agreement).

Whakarāpopototanga matua

Executive summary

2. The Kōkiri Agreement 2024-2025 is a local board's engagement plan with Auckland Transport's (AT) work programme.
3. Developing the agreement is an annual process. During this process AT provides advice on its work programme, seeks feedback from the local board, responds to this feedback, and establishes an endorsed plan for engaging on work in the local board area.
4. This report provides an update on projects in the local board's Kōkiri Agreement.

Ngā tūtohunga

Recommendation/s

That the Howick Local Board:

- a) whiwhi / receive the March 2025 quarterly update on the Kōkiri / Local Board Transport Agreement 2024-2025.

Horopaki

Context

5. In mid-2023, development of the Kōkiri Agreement was initiated to build a more structured and supportive relationship between local boards and Auckland Transport. The Kōkiri Agreement is formed through an annual process that includes the following steps:

October/November	AT provides quality advice to local boards on the next financial year's work programme.
March	Local boards provide their feedback, prioritise projects or programmes, and request levels of engagement for each project.
April/May	AT responds to that feedback, and a Kōkiri Agreement is written for each local board.
June/July	AT seeks formal endorsement of the Kōkiri Agreement from local boards.

6. AT reports quarterly on the prioritised projects and programmes listed in the local board's Kōkiri Agreement.
7. This process provides a clear annual structure for engaging with AT. Local boards are able to influence Auckland Transport's work programme through the annual Kōkiri Agreement process.

Tātaritanga me ngā tohutohu Analysis and advice

8. Kōkiri Agreements prioritise the projects or programmes that are of most interest to the local board. Clear local board prioritisation provides Auckland Transport with expectations of transport related objectives, in addition to the objectives provided in the local board plan. This information helps AT to either inform its planning or to offer better explanations for why certain projects or programmes cannot be delivered.
9. However, plans evolve and change, so AT reports quarterly on progress of projects in the Kōkiri Agreement. This means that local boards are kept informed and have a regular opportunity to provide formal feedback to AT about their work programme.
10. The levels of engagement in the Kōkiri Agreement are derived from the International Association for Public Participation's (IAP2) doctrine and are as follows:

Collaboration	AT and the local board work together to deliver the project or programme. The local board leads the process of building community consensus. The local board's input and advice are used to formulate solutions and develop plans. Local board feedback is incorporated into the plan to the maximum extent possible.
Consultation	AT leads the project or programme but works with the local board, providing opportunities to input into the plan. If possible, AT incorporates the local board's feedback into the plan, and if it is not able to, provides clear reasons for that decision.
Informing	AT leads the project or programme informing the local board about progress. Local board members may be asked to provide their local knowledge and insight by AT, however there is no expectation that the project must be modified based on that input.

11. Attachment A provides updates about all projects and programmes currently listed in this local board's Kōkiri Agreement 2024-2025. This report also includes the following attachments:
 - Attachment B is a quarterly update on road maintenance activities
 - Attachment C is a quarterly update on local road related deaths and serious injuries.

Tauākī whakaaweawe āhuarangi Climate impact statement

12. This report does not have a direct impact on climate, however the projects it refers to will.
13. AT engages closely with the council on developing strategy, actions, and measures to support the outcomes sought by the Auckland Plan 2050, the Auckland Climate Action Plan and the council's priorities.
14. AT reviews the potential climate impacts of all projects and works hard to minimise carbon emissions. AT's work programme is influenced by council direction through Te-Tāruke-ā-Tāwhiri: Auckland's Climate Plan.

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

15. The Kōkiri Agreement is a product of the Local Board Relationship Project. AT started the project in response to a 2022 'Letter of Expectation' directive from the Mayor that stated in part that:

“The Statement of Intent 2023-2026 must set out how AT will achieve closer local board involvement in the design and planning stage of local transport projects that affect their communities.”

16. The Kōkiri Agreement gives effect to this intent. AT receives local board feedback via regular engagement. AT also surveys local board members quarterly about engagement, providing an indication of satisfaction.
17. The Kōkiri Agreement was developed working closely with Auckland Council’s Governance and Engagement Department.
18. The Kōkiri Agreement is reported to the Local Board Chair’s Forum on a regular basis.
19. This work relies on historical engagement with both Auckland Council and with other major council-controlled organisations (CCO) through the previous joint CCO engagement plans.

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

20. The local board endorsed the Kōkiri Agreement 2024-2025 at their July 2024 business meeting. This report provides a quarterly update on projects in the agreement.

Tauākī whakaaweawe Māori **Māori impact statement**

21. Auckland Transport is committed to meeting its responsibilities under Te Tiriti o Waitangi and its broader legal obligations in being more responsible or effective to Māori.
22. AT’s Māori Responsiveness Plan outlines the commitment to 19 mana whenua in delivering effective and well-designed transport policy and solutions for Auckland. We also recognise mataawaka and their representative bodies and our desire to foster a relationship with them. This plan is available on the Auckland Transport website - <https://at.govt.nz/about-us/transport-plans-strategies/maori-responsiveness-plan/#about>
23. The Kōkiri Agreement is focused on AT’s interaction with local boards, as such Māori input was not sought at a programme level. However, when individual projects or operational activities have impact on water or land, Auckland Transport engages with iwi to seek their views. These views are shared in reports seeking decisions from the local board.

Ngā ritenga ā-pūtea **Financial implications**

24. Generally, this report has limited financial implications for the local board because Auckland Transport funds all projects and programmes. However, local boards do have a transport budget, called the Local Board Transport Capital Fund.
25. Updates about Local Board Transport Capital Fund projects are included in this report, but financial implications are reported separately, in project specific decision reports.

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

26. If a local board provides any formal direction on changes to the Kōkiri Agreement, there are risks to consider. First, the local board needs to be able to commit to the time required for the level of engagement requested. If decisions are not able to be made or are slowed down by local board decision-making, there can be significant financial costs.
27. Auckland Transport suggests that this risk is mitigated by the local board providing sufficient workshop time to allow for timely discussion of activities listed in Kōkiri Agreement.

Ngā koringa ā-muri Next steps

28. After local boards receive this report, AT will respond to any additional resolutions.
29. The next quarterly report is planned for June 2025.

Ngā tāpirihanga Attachments

No.	Title	Page
A⇒	Kōkiri Quarterly - Schedule of Kōkiri Agreement updates	
B⇒	Kōkiri Quarterly - Road maintenance activities	
C⇒	Kōkiri Quarterly - Update on local road death and serious injury	

Ngā kaihaina Signatories

Author	Ben Stallworthy – Principal Advisor – Auckland Transport
Authoriser	John Gillespie, Head of Stakeholder and Community Communications

Kōkiri - Setting priorities for Auckland Transport project and programme engagement

File No.: CP2025/03883

Item 14

Te take mō te pūrongo

Purpose of the report

1. To provide feedback on Auckland Transport's proposed work programme for 2025-2026.

Whakarāpopototanga matua

Executive summary

2. Auckland Transport has been building a more structured and effective process for local boards to engage with and influence transport projects and programmes.
3. At this stage in the second year of Kōkiri (part of the Local Board Relationship Project), Auckland Transport is seeking formal views on the proposed work programme for 2025-2026.
4. Auckland Transport workshopped the forward works programme with the local board on 28 November 2024 and 27 February 2025 to aid developing views on priorities.
5. After the local board provides formal views, Auckland Transport will provide a response to the local board before delivering a draft local board transport agreement (Kōkiri) to June 2025 business meetings for adoption.

Ngā tūtohunga

Recommendation/s

That the Howick Local Board:

- a) received the Forward Works Programme brief, considered the information provided and the board requests Auckland Transport to apply the following levels of engagement to these projects:
 - i) Collaborate
 - Bradbury Road traffic calming
 - Kerrykeel Drive pedestrian improvements
 - Flat Bush School Road pedestrian improvements
 - Sunnyview Avenue pedestrian improvements
 - Stanniland Road pedestrian improvements
 - ii) Consult
 - Paid parking in metropolitan areas (Botany)
 - 42 Stancombe Road pedestrian improvement
 - Cockle Bay/Churchill Road/Pah Road intersection improvement
 - iii) Inform
 - Minor public transport infrastructure improvements
 - Optimisation projects – Accent Drive Corridor improvements
 - Improvements in ferry services and infrastructure at Half Moon Bay.

- b) provides any projects or programmes for Auckland Transport to consider for inclusion in future work programmes:
- The construction of more commuter focused cycleways into the industrial areas of East Tāmaki and Highbrook to provide another safe transport option for workers and to capitalize on the investment of facilities built as part of the Eastern Busway.
 - More ferry services from Half Moon Bay to the city and return, especially on weekends.
 - Improve the frequency of bus services to the Flat Bush and Ormiston areas.
 - Pedestrian improvements on Fencible Drive to provide access across the road from the lower carpark located beneath Rices Mall.
 - Address safety issues at the intersection of Union Road and Wellington Street, Howick
 - Address safety issues at the intersection of Smales Road and Sir William Avenue, East Tāmaki.
- c) provides any projects or programmes for Auckland Transport to review that are not supported by the local community.

Horopaki Context

Project Kōkiri

6. In mid-2023, Kōkiri was initiated to build a more structured and supportive relationship between local boards and Auckland Transport (AT).
7. The project was in part a response to the *2020 Review of Auckland Council's Council-controlled Organisations* which highlighted the need for local boards and Auckland Transport to work more meaningfully and collaboratively.
8. AT has taken steps to improve information flow and local board decision-making, including:
 - instituting an annual forward works programme briefing for all local boards
 - increasing the number of updates sent to local boards
 - providing local board insights in all project engagement
 - participating in Auckland Council's CCO Engagement Plan reporting.
9. Auckland Transport aims to provide a better basis for communication and understanding of roles, responsibilities, limitations, and opportunities.
10. The overall purpose of this process is to identify local board interest in AT projects and programmes and to clearly express the preferred levels of local board engagement.
11. The levels of engagement are derived from the International Association for Public Participation's (IAP2) doctrine; and are as follows:

Collaboration	AT and the local board are working together to deliver the project or programme. The local board leads the process of building community consensus. The local board's input and advice are used to formulate solutions and develop plans. Local board feedback is incorporated into the plan to the maximum extent possible.
Consultation	AT leads the project or programme but works with the local board providing opportunities to input into the plan. If possible, AT incorporates the local board's feedback into the plan; and if it is not able to provides clear reasons for that decision.

Informing	AT leads the project or programme informing the local board about progress. Local board members may be asked to provide their local knowledge and insight by AT, however there is no expectation that the project must be modified based on that input.
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Tātaritanga me ngā tohutohu Analysis and advice

12. AT first provided quality advice on the forward works programme at a workshop on 28 November 2024.
13. The local board has continued to workshop the forward works programme with their Auckland Transport Elected Member Relationship Partner on 27 February 2025.
14. This report seeks to confirm local board feedback on the proposed work programme and seek views on how the local board wants to work together with Auckland Transport.
15. Auckland Transport recommends that the local board prioritises work programme items aligned to transport goals stated in their local board plan.
16. The local board should prioritise a list of projects and programmes for each of the three levels of engagement (collaborate, consult and inform).
17. Auckland Transport resource is limited. Projects in the collaborate and consult require significant staff and elected member time such as:
 - providing quality advice, including technical advice on options and their costs as well as benefit analysis. Often this advice involves written advice and the opportunity to ask experts questions at a workshop.
 - considering the advice, time is required for members to process and understand the advice provided.
 - making a formal decision, i.e. feedback about a project or programme requires a report to be submitted and a resolution made at a public meeting.
18. Auckland Transport recommends the local board reserves categorising projects in collaborate and consult for the projects of highest priority, such as local board transport capital fund projects.
19. Other projects and programmes that may be at the 'collaborate' level include any projects which the local board has delegated financial control over either by AT, council or by another government agency like New Zealand Transport Agency.
20. There may also be projects or programmes that a local board wants to deliver but is not currently identified in AT planning. Local boards may choose to advocate for these projects or programmes.
21. There may be projects or programmes that the local board considers are not supported by the community it represents. This report provides an opportunity for the local board to express its community's concerns about proposed work. AT will consider and may decide not to proceed with these projects based on the local board's feedback.

Tauākī whakaaweawe āhuarangi Climate impact statement

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

23. AT reviews the potential climate impacts of all projects and works hard to minimise carbon emissions. AT's work programme is influenced by council direction through Te-Tāruke-ā-Tāwhiri: Auckland's Climate Plan.

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

24. In 2022, the mayor provided Auckland Transport with a *Letter of Expectation* which directed AT to improve the relationship with local boards, including providing more opportunity to influence decision-making. Specifically, that:

"The Statement of Intent 2023-2026 must set out how AT will achieve closer Local Board involvement in the design and planning stage of local transport projects that affect their communities."

25. AT's '2023-26 Statement of Intent' reflects this direction stating that:

"We (AT) will engage more meaningfully and transparently with Local Boards, recognising that they represent their communities, and that they should have greater involvement in local transport projects that affect those communities. This means a genuine partnership where we seek to understand the unique and diverse needs of each Local Board at a regional level, not just by project. We will work in partnership to integrate those needs into our planning. We will support Local Boards to communicate integrated local transport planning to their communities."

26. Project Kōkiri provides an annual process where local boards prioritise a group of key programmes or projects, identifying them to AT, and setting engagement levels that capture the local board's expectations. This plan forms the basis for regular reporting on key programs and projects. Project Kōkiri will be supported by regular updates to provide transparency.
27. Project Kōkiri was developed working closely with Auckland Council's Governance Division. It has also been reported generally monthly to the Local Board Chair's Forum and discussed with a reference group of local board chairs.
28. Further, this work relies on historical engagement with both Auckland Council and with other CCOs.

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

29. The local board had a forward works programme briefing on 28 November 2025 to receive quality advice on the programme. The response from both elected members and staff supporting local boards has been positive. They have been specifically supportive of the large amount and quality of information provided, the detailed discussion with subject matter experts, and attendance at workshops by AT executive leaders.
30. There was an additional workshop on 27 February 2025 with the AT Elected Member Relationship Manager to discuss the proposed programme and help support local boards to develop their views.
31. A range of opinions were expressed at the 27 February 2025 workshop on the merits of various proposed AT projects. Generally, the local board welcomed more formal reporting on selected projects at business meetings. This will allow it the opportunity to provide formal feedback to Auckland Transport to better reflect community views and to align its feedback with its local board plan 2023.

Tauākī whakaaweawe Māori Māori impact statement

32. Auckland Transport is committed to meeting its responsibilities under Te Tiriti o Waitangi and its broader legal obligations in being more responsible or effective to Māori.

33. AT's Māori Responsiveness Plan outlines the commitment to 19 mana whenua tribes in delivering effective and well-designed transport policy and solutions for Auckland. We also recognise mataawaka and their representative bodies and our desire to foster a relationship with them. This plan is available on the Auckland Transport website - <https://at.govt.nz/about-us/transport-plans-strategies/maori-responsiveness-plan/#about>

Ngā ritenga ā-pūtea Financial implications

34. This decision has no financial implications for Howick Local Board because Auckland Transport funds all projects and programmes.
35. Local boards do have a transport budget through the local board transport funds, and these projects are included in this report. However, their financial implications are reported separately.

Ngā raru tūpono me ngā whakamaurutanga Risks and mitigations

36. The proposed decision does carry some risk. First, the local board needs to be able to commit to the time required for the level of engagement requested. If decisions are not able to be made or are slowed down by local board decision-making, there can be significant financial costs to AT and therefore the ratepayer.

Ngā koringa ā-muri Next steps

37. After receiving this report, AT will review the formal feedback from all local boards.
38. AT may engage with the local board directly after receiving their formal resolutions to clarify positions or to discuss the proposed levels of engagement.
39. By mid-May 2025, AT will provide a memo outlining its response to this report. This memo will provide the basis for future engagement.
40. In June 2025, AT will draft a report with an attached annual 'Kōkiri' (local board transport agreement) stating how AT and the local board will engage over the next 12 months.

Ngā tāpirihanga Attachments

No.	Title	Page
A⇒	2025-2026 Forward Works Programme Brief	

Ngā kaihaina Signatories

Author	Lorna Stewart, Elected Member Partner
Authoriser	John Gillespie - Head Stakeholder & Community Engagement

Proposed new community lease to Pakuranga and Howick Budgeting Service Incorporated at 7 Aylesbury Street, Pakuranga

File No.: CP2025/03297

Item 15

Te take mō te pūrongo Purpose of the report

1. To seek approval from the Howick Local Board to grant a new community lease to Pakuranga and Howick Budgeting Service Incorporated located at 7 Aylesbury Street, Pakuranga.

Whakarāpopototanga matua Executive summary

2. Pakuranga and Howick Budgeting Service Incorporated (the group) seeks a new community lease to continue occupation and operation from the council-owned building at 7 Aylesbury Street, Pakuranga.
3. The group currently holds the lease on the building which reached its final expiry on 31 May 2020. The lease is held over on a month-by-month basis on the same terms and conditions until terminated or a new lease is granted.
4. The new lease work programme line was identified and approved by the Howick Local Board as part of its Customer and Community Services: Community Leases Work Programme 2024-2025 at their 27 June 2024 local board meeting (resolution number HW/2024/96).
5. The group aims to empower individuals and families in the East Auckland area to manage their finances effectively and achieve financial stability. The group offers a range of services from the premises including budgeting assistance, debt management advice and help navigating government benefits and entitlements. These activities align with and support the Howick Local Board Plan 2023:
 - Our People – Supporting people in our diverse communities to be inclusive and healthy, and who actively participate to make our area a wonderful, safe place to live, and play.
 - Our Places - Supporting our growth, and development by promoting key community facilities.
 - Our Community - Supporting community participation with our services and facilities.
6. The group has provided all required information including financials, showing that it has sufficient funds and that it is being managed appropriately.
7. The group has all the necessary insurance coverage, including public liability insurance, in place to take on a new lease.
8. The new lease for the group was discussed at a workshop with the local board on 30 January 2025 where the local board provided their feedback in advance of a formal reporting coming to their business meeting.
9. A site visit has been undertaken by staff and the office space has fair wear and tear, however, is well managed and appears to be well maintained.
10. A community outcomes plan has been completed to identify the benefits the group will provide to the community which will be attached to the lease as a schedule of the lease agreement.

11. Iwi engagement is required and took place in January 2025. No objections have been received.
12. Council staff from within the Community Directorate have been consulted. They are supportive of the proposed lease and no concerns were raised. The proposed new lease has no identified impacts on other parts of the council group.
13. This report recommends that a new community lease be granted to Pakuranga and Howick Budgeting Service Incorporated for a term of two years commencing from 1 April 2025 with one two-year right of renewal.
14. If the local board decides to grant the lease, staff will work with the lessee to finalise the lease agreement.

Ngā tūtohunga Recommendation/s

That the Howick Local Board:

- a) whakaae / grant a new community lease to the Pakuranga and Howick Budgeting Service Incorporated for an area comprising approximately 73m² located at 7 Aylesbury Street, Pakuranga on the land legally described as Lot 5 DP 53672 (Attachment A – Site Plan), subject to the following terms and conditions:
 - i) term – two (2) years, commencing 1 April 2025, with one (2) year right of renewal.
 - ii) rent at \$1300.00 plus GST per annum.
 - iii) Operational expenses – \$3285 plus GST per annum commencing 1 April 2025.
 - iv) community outcomes plan - to be appended to the lease as a schedule of the lease agreement (Attachment B – Community Outcomes Plan).
- b) whakaae / approve all other terms and conditions in accordance with the Reserves Act 1977, Auckland Council Community Occupancy Guidelines 2012 (updated July 2023), and the Auckland Council standard form community lease agreement for a new community lease to the Pakuranga and Howick Budgeting Service Incorporated for an area comprising approximately 73m² located at 7 Aylesbury Street, Pakuranga.
- c) tuhi ā-taipitopito / note that iwi engagement for Auckland Council's intention to grant a new community lease to Pakuranga and Howick Budgeting Service Incorporated located at 7 Aylesbury Street, Pakuranga, has been undertaken in January 2025. No objections have been received.

Horopaki Context

15. Local boards have the allocated authority relating to local recreation, sport and community facilities, including community leasing matters.
16. The Howick Local Board approved the Customer and Community Services: Community Leases Work Programme 2024-2025 at their 27 June 2024 local board meeting (resolution number HW/2024/96).
17. The progression of a new community lease to the Pakuranga and Howick Budgeting Service Incorporated lessee at 7 Aylesbury Street, Pakuranga was part of the approved work programme. This report considers the new community lease as approved on the work programme.
18. Council Corporate Property manages the local board office renewal/refurbishment programme, as part of work scheduled for the Howick Local Board for the 2024/2025

financial year which also coincides with the expiry of the groups lease at Pakuranga Plaza at 1 Aylesbury Street.

19. Given the uncertainty around the potential future development of the Pakuranga Plaza complex, Council Corporate Property has decided not to progress with the renewal of the Pakuranga Plaza Aylesbury Street lease, instead it wishes to provide office accommodation for the local board in the Pakuranga Library building adjacent to their boardroom.
20. The Pakuranga Library building houses two community lease tenants which are the Citizens Advice Bureau (CAB), Pakuranga Eastern Manukau. The library is also located in this building.
21. Having discussed and reviewed future community occupancy details and usage with the tenants, including the group, the local board could operate within a comparatively small footprint comprised of the dedicated use of two rooms that form part of the group's current lease and part-time use of the Manaia Room - a space currently shared by the building tenants. This outcome would minimize costs and disruptions to the existing tenants.
22. Pakuranga and Howick Budgeting Service Incorporated have provided written confirmation that they will surrender the parts of their existing lease area required by Council Corporate Property's renewal/refurbishment project.
23. Citizens Advice Bureau's community lease footprint will remain the same.

Land, building/s and lease

24. The altered leased space to the group is located at 7 Aylesbury Street, Pakuranga (refer to Attachment A Site Plan - 7 Aylesbury Street, Pakuranga). The land is legally described as Lot 5 DP 53672 and held in fee simple by Auckland Council and classified as a local purpose (utilities and community buildings) reserve subject to the Reserves Act 1977.
25. The group will pay a subsidised operational fee of \$3285 plus GST per annum. Staff have advised the group in writing of this, and the group has acknowledged this. To ensure fairness to all tenants at the site, staff recommend that the operational fee be implemented upon granting a new lease.
26. The building space is primarily used by the group to provide essential financial support to residents of East Auckland for numerous years. The group have consistently offered a range of services and programmes aimed at helping individuals and families achieve financial stability.
27. These programmes provide budgeting advice, debt management, financial education, advocacy and referral services.
28. The building also contains some communal spaces including the Mania room which will be managed by the Howick Local Board representative and a shared kitchen with other fellow tenants.

Pakuranga and Howick Budgeting Service Incorporated

29. The group has been active since at least the 2000s and its primary purpose is to empower individuals and families in the East Auckland area to manage their finances effectively and achieve financial stability.
30. The group has 300 frequent users, serving mainly adults aged 22 to 65 years, and is open every day.
31. The group's current community lease with the council commenced in 2018 and has expired on the 20 May 2020. The lease to the group is held over on a month-by-month basis on the same terms and conditions until terminated or a new lease is formalised.

Tātaritanga me ngā tohutohu Analysis and advice

32. At the expiry of a lease for a council-owned building, a review of alternatives for the use of the premises should be carried out as good practice. For this, an expression of interest process can be undertaken to gauge interest and best use. However, if the incumbent group is needed in the area and the group is performing well, the local board has the discretion to grant a new lease to the group without undergoing an expression of interest process.

Public notification and engagement

33. Prior to any lease being granted, iwi engagement is required under the terms of section 4 of the Conservation Act 1987.
34. The proposed community lease is not required to be publicly notified because of the land classification.

Assessment of the application

35. The group has submitted a comprehensive application supporting their new lease request and is able to demonstrate its ability to deliver the aforementioned services.
36. The area proposed to be leased to the group consists of approximately 73m² and is outlined in Attachment A – Site Plan.
37. The group has provided financials which show that accounting records are being kept, funds are being managed appropriately and there are sufficient funds to meet liabilities.
38. The following table contains brief details on the trust's latest financials:

Table 1: Financials for the month ended 31 October 2024

YTD Actual Income	YTD Actual Expenses & Costs	Income less expenses
\$ 142,586	\$ 96,805	\$45,782

39. The group has all necessary insurance cover, including public liability insurance, in place.
40. Staff undertook a site visit with the Council's facility coordinator on 15 January 2025 and the office space has fair wear and tear, is well managed and appears to be well maintained. All management and operational costs are funded by the council.
41. The group has indicated that they will undertake building works including but not limited to partitions to facilitate a smaller space for the clients. This can be attended to via a landlord approval in the future.
42. The group provides a valuable service to the local community by delivering the aforementioned services for the benefit of the local community.
43. Staff from Connected Communities have advised that there are organisations that provide similar services, but not identical, to those provided by the group. Therefore, there is a need for the group's services.
44. Council will create a community outcomes plan with the group to identify the benefits it will provide to the community. This will be attached as a schedule to the lease agreement and is attached to the report as Attachment B.
45. Auckland Council's Community Occupancy Guidelines 2012 (updated July 2023) sets out the requirements for community occupancy agreements and will be included as part of the lease agreement if approved by the local board.

46. Staff recommend that a new community lease be granted to Pakuranga and Howick Budgeting Service Incorporated for a term of two years commencing from 1 April 2025 with one two-year right of renewal.

Tauākī whakaaweawe āhuarangi Climate impact statement

47. It is anticipated that activation of the building space will not result in an increase of greenhouse gas emissions. A shared workspace/community space will however decrease overall energy use, as users will not consume energy at individual workspaces.
48. The shared space will provide opportunity and enable people to enjoy positive healthy lifestyles and will increase capability and connections within local community.
49. To improve environmental outcomes and mitigate climate change impacts, the council advocates that the leaseholder:
- use sustainable waste, energy and water efficiency systems
 - use eco-labelled products and services
 - seek opportunities to reduce greenhouse gas emissions from lease-related activities.
50. All measures taken are aimed at meeting the 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.
51. Climate change has a likely potential to impact the lease, as part of the leased area is located in a flood-sensitive zone.
52. Council Healthy Waters specialist advised that the ground floor of the building is quite elevated, as such there are no flooding risks to the office in a 100-year event.

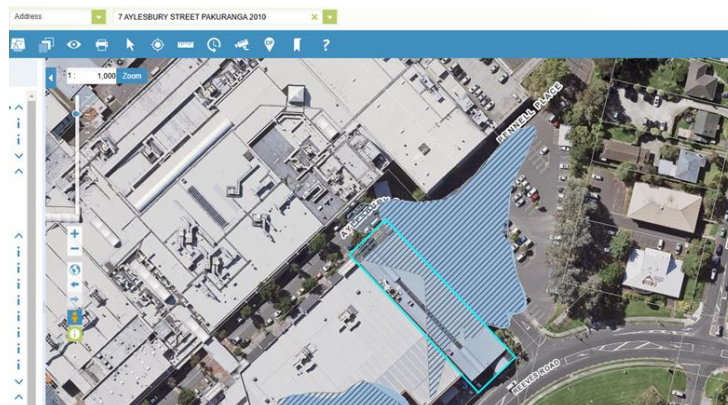


Figure 2. Aerial map showing the flood plain and flood prone areas at 7 Aylesbury Street, Pakuranga

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

53. Council staff from within the Customer and Community Services Directorate (Parks and Community Facilities Operational Management and Maintenance and Community Delivery) have been consulted. They are supportive of the proposed lease as it will include positive outcomes.
54. Staff have also consulted Council Corporate Property, Service Investment and Programming and Eke Panuku.

55. Eke Panuku's realm of concern is regarding a car park on a piece of adjacent land. The granting of the proposed lease will not affect the car park.
56. Service Investment and Programming advised that the landlord of the surrounding Pakuranga Plaza has no future development plans. The departments consulted are supportive of the new lease proposal.

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

57. The proposed lease will benefit the surrounding community and local board area by enabling initiatives that promote budgeting advice, debt management, financial education, advocacy and referral services. These services will be delivered by the group on-site.
58. The local board have indicated that they would consider a shorter-term tenure to include future development plans around the site, for example, the Eastern busway development.
59. If a new community lease is granted, staff will include a clause in the lease contract to allow Council to exit the lease contract, with reasonable notice, to account for any future developments.
60. The assessment of the application was discussed with the local board at their workshop on 30 January 2025. The local board indicated its support in principle of the lease proposal. The delivered activities align with and support the Howick local board Local Board Plan 2023.
 - Our People – Supporting people in our diverse communities to be inclusive and healthy, and who actively participate to make our area a wonderful, safe place to live, and play.
 - Our Places - Supporting our growth, and development by promoting key community facilities.
 - Our Community - Supporting community participation with our services and facilities.

Tauākī whakaaweawe Māori Māori impact statement

61. Iwi engagement about the council's intention to grant a new community lease for 7 Aylesbury Street, Pakuranga was undertaken in January 2025 with iwi groups identified as having an interest in land in the local board area.
62. The engagement involved an email to all iwi identified as having an interest in the area (captured in Attachment C, containing detailed information on the land, the lessee, the lease proposal as per Section 4 of the Conservation Act 1987).
63. No objections or requests for hui or kaitiaki site visits were received from the iwi and mana whenua groups who responded.
64. Te Whakatikakitenga o Waikato Incorporated, on behalf of Waikato-Tainui "supports the position of their marae and hapuu in this matter insofar that it does not impact or impinge on their own exercise of mana whakahaere and/or their rights and interests in this matter".
65. The lessee has agreed, via a community outcomes plan, to deliver Māori Outcomes that reflect their local community (detailed in Attachment B of this report). The lease will benefit Māori and the wider community through benefits to Māori financial education.
66. Auckland Council is committed to meeting its responsibilities under Te Tiriti o Waitangi and its statutory obligations and relationship commitments to Māori. The council recognises these responsibilities are distinct from the Crown's Treaty obligations and fall within a local government Tāmaki Makaurau context.
67. 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.

68. Community leasing aims to increase Māori wellbeing through targeted support for Māori community development projects.
69. 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

70. On 8 June 2023, the 2023/2024 Annual Budget was approved by the Governing Body, which included changes to the Community Occupancy Guidelines of the rent fee for a community ground lease from \$1 per annum to \$1,300 plus GST per annum effective from 1 July 2023.
71. If the local board chooses to retain the level of rent at \$1, there will be no requirement for the local board to top up the community lease revenue.
72. However, the local board will not have the benefit of the additional revenue of \$1,299 per annum over the initial term of the lease. The level of rent can be reviewed on renewal of the lease and at the expiry of the initial term.
73. Staff have consulted with the Finance Advisory department of the council. No concerns were raised regarding the financial implications for the proposed new lease to Pakuranga and Howick Budgeting Service Incorporated at 7 Aylesbury Street, Pakuranga.
74. Ongoing maintenance of the asset will be covered by the council which is accounted for in current and future budgets.
75. In accordance with the community lease, the lessee covers the day-to-day maintenance costs and by paying the operating expenses, contributes to Council's recovery for energy and water, and structural maintenance.
76. The operational expense of \$3285 plus GST per annum is a fixed cost and cannot be staggered.
77. The Lead Financial Advisor has provided advice in terms of rent reviews and operational costs as follows:
 - a) With the implementation of Fairer Funding (FF) next year, local boards will be required to operate within net operating levels. This means they must account for all incoming revenue before allocating expenditure. There is a risk that expenditure may exceed budgeted revenue, and while some shortfalls may be offset, any remaining gaps will require cost-saving measures.
 - b) When considering recommendations for lease renewals or new leases, a review of income statements of the respective entities are recommended. Some organizations will be able to afford the \$1,300 annual rent (\$3.56 per day). However, local boards can no longer sustain \$1 peppercorn rents in addition to covering renewal costs for maintaining community facilities.

Ngā raru tūpono me ngā whakamaurutanga Risks and mitigations

78. Should the local board resolve not to grant the proposed community lease to Pakuranga and Howick Budgeting Service Incorporated at 7 Aylesbury Street, Pakuranga, the group's 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 lease affords the group security of tenure, enabling them to attend to the scheduled maintenance of the facility. Should the building remain unoccupied, even for a short period of time, there is a risk associated with the lack of maintenance and possible improvements.
80. Council will be liable for the asset/s regardless of whether budget is allocated to or identified for renewals. The renewal of the building will also not appear in the annual work programme.
81. In terms of the local board working from within a comparatively small footprint, local board and staff also have the option of working in newly refurbished offices at the Manukau Civic when needed.

Ngā koringa ā-muri Next steps

82. If the local board resolves to grant the proposed new community lease, staff will work with the Pakuranga and Howick Budgeting Service Incorporated to finalise a lease agreement in accordance with the local board's decision.

Ngā tāpirihanga Attachments

No.	Title	Page
A⇒	Site Plan	
B⇒	Community Outcomes Plan (COP)	
C⇒	Mana Whenua/Iwi	

Ngā kaihaina Signatories

Author	Tsz Ning Chung - Community Lease Specialist
Authorisers	Kim O'Neill - Head of Property & Commercial Business Victoria Villaraza - Local Area Manager

Local board views on draft plan change to add trees and groups of trees to the Auckland Unitary Plan Operative in Part and to the Notable Trees overlay

File No.: CP2025/03904

Item 16

Te take mō te pūrongo Purpose of the report

1. To invite local board views on a draft plan change which seeks to add trees and groups of trees to Schedule 10 of the Auckland Unitary Plan Operative in Part.

Whakarāpopototanga matua Executive summary

2. Decision-makers on a plan change to the Auckland Unitary Plan (AUP) must consider local boards' views on the plan change if local boards provide their views.
3. The purpose of the draft plan change is to add approximately 169 trees and 27 groups of trees across the region to the AUP Schedule of Notable Trees ('Schedule 10'), and to the Notable Trees Overlay in the AUP maps. The proposed additions are derived from nominations received from the public over the course of the last decade, and which have been held in council's database. The 169 trees and 27 groups affect approximately 160 properties.
4. Any additional analysis necessary will be undertaken following receipt of local board views. The final draft plan change, including local board views, will be reported to committee seeking authorisation to notify the plan change for submissions. If authorisation is given by the committee, it is anticipated that the plan change will be notified in May 2025.
5. The local board will have a second opportunity to express its views on the plan change after the period for submissions is complete

Ngā tūtohunga Recommendation/s

That the Howick Local Board:

- a) tuku / provide local board views on draft plan change to add approximately 169 trees and 27 groups of trees across the region to Schedule 10, and to the Notable Trees Overlay in the AUP maps.

Horopaki Context

Decision-making authority

6. Each local board is responsible for communicating the interests and preferences of people in its area regarding the content of Auckland Council's strategies, policies, plans, and bylaws. Local boards provide their views on these documents' contents. Decision-makers must consider local boards' views when deciding the content of these policy documents (sections 15-16 [Local Government \(Auckland Council\) Act 2009](#)). Accordingly, local boards' views are relevant to finalising a draft plan change (to be notified for submissions). A plan change will be included in the AUP if it is later approved.

Tātaritanga me ngā tohutohu Analysis and advice

Item 16

Plan change overview

7. The purpose of the draft plan change is to address all of the nominations for notable trees that council has held in its database over the last 10-12 years. All nominations have been progressively evaluated, with a view to adding them to Schedule 10, and the corresponding mapped overlay which spatially sets out the locations of all notable trees and notable groups found in the schedule.
8. Schedule 10 currently contains approximately 3000 'line items' representing thousands of trees and groups of trees. It is a very large and dynamic schedule, which undergoes constant change through consenting activities such as subdivision, resource consent processes and other changes as a result of emergency works (in the case of dangerous or storm-affected trees, for example). Schedule 10 is an amalgam of all the legacy councils' similar schedules which contained lists of specially protected trees. These were 'rolled over' into the Proposed AUP prior to the AUP being made partially operative in November 2016.
9. Schedule 10 is managed by the AUP through a policy and rule framework. The Regional Policy Statement (RPS) in the AUP (Chapter B4.5. Notable Trees) contains the objectives and policies (including the criteria for scheduling), while Chapter D13. Notable Trees overlay contains the district-level objectives and policies, and sets out the rules framework for how activities affecting notable trees are treated. Schedule 10 itself is found in Chapter L Schedules. The AUP maps contain the Notable Trees overlay which spatially sets out the locations of all notable trees and groups throughout the region, using specific symbology.
10. A number of plan changes have been undertaken in the last 5 years relating to Schedule 10 and Chapter D13 of the AUP. However, there has not been a comprehensive plan change that has attempted to evaluate and address all of the nominations received by council. These nominations have been sporadic but regular, and also include those trees which were requested to be included at the time of the PAUP through the public submission process.
11. All nominations that seek to add trees and groups to the Schedule are triaged to ensure they are 'eligible' to progress through to the site evaluation stage. Those that are found to already be included in Schedule 10, or which are duplicate nominations, or those which nominate trees that are no longer present on the site, for example, are not added to the on-site application which council and consultant arborists use to assess trees.
12. The evaluation process is a detailed exercise based on the criteria as set out in the RPS. Each tree, and group of trees, is evaluated against each criterion and provided with a score. The criteria are based on the following:
 - a) heritage or historical association;
 - b) scientific importance or rarity;
 - c) ecosystem service or environmental function;
 - d) cultural association and accessibility
 - e) intrinsic value: the trees are intrinsically notable because of a combination of factors including size, age, vigour and vitality, stature and form or visual contribution.
13. Approximately 160 new 'line items' representing 169 trees and 27 groups have been found to meet the criteria and are proposed to be put forward to the plan change with a view to adding them to Schedule 10 and the corresponding Notable Trees overlay maps.
14. The plan change addresses the nominations only, and does not seek to alter any of the objectives and policies, or any part of the rules framework relating to Notable Trees.

15. A summary of the numbers of trees and groups of trees according to Local Board area that are proposed to be added to Schedule 10 is included at Attachment A. The table also includes the districts within the Local Board areas that will be affected by the addition of trees and group of trees.

Tauākī whakaaweawe āhuarangi Climate impact statement

Context

16. Te Tāruke-ā-Tāwhiri: Auckland's Climate Plan sets out Auckland's climate goals:
- to adapt to the impacts of climate change by planning for the changes we will face (**climate adaptation**)
 - to reduce greenhouse gas emissions by 50 per cent by 2030 and achieve net zero emissions by 2050 (**climate mitigation**).
17. Both council's climate goals (climate adaptation and climate mitigation) are relevant and align with the requirement for Resource Management Act 1991 (RMA) decision-makers to:
- have particular regard to the effects of climate change (section 7(i) RMA), and
 - to have regard to any emissions reduction plan and any national adaptation plan prepared under the Climate Change Response Act 2002 (section 74(2) RMA) when preparing or changing a district plan.
18. It is considered that the draft plan change has positive climate considerations. The proposed formal protection through scheduling of 169 trees and 27 groups of trees across the region will contribute positively to carbon sequestration and therefore is beneficial to mitigating the effects of climate change.

Local board views – climate

19. It is not considered that the plan change will affect any local board in particular in terms of climate change. Across local board areas, the collective addition of approximately 169 trees and 27 groups of trees will be beneficial in terms of their contribution to climate change mitigation by ensuring the retention of and formal protection of a number of trees.

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

20. Many of the trees and groups of trees are located on council reserves and also on road reserves which are the domain of Auckland Transport. All owners of land upon which a nominated tree or group is located were notified as part of a mail-out to advise of an upcoming site visit by a council or consultant arborist. As part of the notification process, they will again be contacted if a tree or group is one of those included in the qualifying number for inclusion to the plan change. All owners and affected parties (including council departments and Auckland Transport) will have the opportunity to participate in the submission process.

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

21. The purpose of the draft plan change is to add approximately 160 new 'line items' to Schedule 10 of the AUP, representing 169 trees and 27 groups of trees.
22. This draft plan change affects all local boards, except for Aotea/Great Barrier Local Board and Waiheke Local Board.
23. There are no funding impacts on Local Boards as a result of the plan change.

24. This report is the mechanism for obtaining local board views. The committee will be provided with the local board's resolution when considering whether to authorise notification of the draft plan change.

Tauākī whakaaweawe Māori Māori impact statement

25. If the local board chooses to provide its views on the plan change it includes the opportunity to comment on matters that may be of interest or importance to Māori well-being of Māori communities or Te Ao Māori (Māori worldview).
26. Council is required to consult with iwi authorities when preparing a plan change. Consultation is currently underway simultaneously with all iwi authorities. Feedback will be incorporated into the plan change.
27. Later in the plan-making process, the planner will analyse Part 2 of the RMA which requires that all persons exercising RMA functions take into account the principles of the Treaty of Waitangi/Te Tiriti o Waitangi. The plan change does not trigger an issue of significance as identified in the Schedule of Issues of Significance (2021) and Māori Plan (2017, Houkura Independent Māori Statutory Board).

Ngā ritenga ā-pūtea Financial implications

28. The plan change does not pose any financial implications for the local board's assets or operations.
29. Costs from undertaking the plan change are met by existing council budgets.

Ngā raru tūpono me ngā whakamaurutanga Risks and mitigations

30. The local board will be unable to provide its views and preferences on the draft plan change, if it does not pass a resolution. This report provides the mechanism for the local board to express its views and preferences in contributing to formulation of the draft plan change.
31. If the local board chooses not to pass a resolution at this business meeting, the opportunity to influence policy prior to public notification is forgone. (There is a later opportunity to comment on the plan change, following the close of submissions).
32. The power to provide local board views regarding the content of a plan change cannot be delegated to individual local board member(s) (Local Government Act 2002, Sch 7, cls 36D). This report enables the whole local board to decide whether to provide its views and, if so, to determine what matters those views should include.

Ngā koringa ā-muri Next steps

33. Local boards will provide feedback at the March business meetings.
34. Any additional analysis necessary will be undertaken following receipt of local board views. The final draft plan change, including local board views, will be reported to committee in May 2025 seeking authorisation to notify the plan change for submissions.
35. After submissions close, a second report will provide an opportunity for views and preferences of the local board, which will then be included in a hearing report for the decision-makers on the plan change. The local board may appoint a local board member to speak to the local board's views at the plan change hearing.

Ngā tāpirihanga Attachments

No.	Title	Page
A⇒	Proposed additions of trees and groups by Local Board, and areas within each Local Board	

Ngā kaihaina Signatories

Author	Ruth Andrews - Senior Policy Planner
Authorisers	Lou-Ann Ballantyne - General Manager Governance and Engagement John Duguid - General Manager Planning and Resource Consents Victoria Villaraza - Local Area Manager

Feedback on options to address local board operating cost pressures for Annual Budget 2025/2026

File No.: CP2025/04285

Item 17

Te take mō te pūrongo

Purpose of the report

1. To provide feedback on options to manage local board cost pressures in the context of Fairer Funding, for reporting back to the Joint Governance Working Party (JGWP) in April 2025, to support a recommendation to the Governing Body for Annual Budget 2025/2026.

Whakarāpopototanga matua

Executive summary

2. Fairer Funding was adopted through the [Long-term Plan 2024-2034 \(LTP\)](#), to be implemented from 1 July 2025 (year two of the LTP). This included new funding of \$84 million operating and \$50 million capital over two years to transition most local boards significantly closer to funding equity. \$35 million of new operating funding was planned for in 2025/2026 and allocated to local boards through the LTP.
3. Through the council's Annual Budget 2025/2026 refresh process, staff have identified that some costs are forecast to be higher than previously anticipated, and operating revenue budgets set in the LTP are at risk of not being achieved. In a memorandum to the Budget Committee and local board members on 2 December 2024 (Attachment B), staff provided an update on this emerging issue but did not recommend local boards take urgent action at that point or propose material service changes in their consultation materials based on these early indications.
4. Thirteen local boards (identified as funded below their equitable levels) were allocated a portion of the \$35 million new operating funding in 2025/2026 exceeding their individual cost pressures, however there are eight local boards (that were identified as funded at or above their equitable levels) which were allocated little or no additional funding, and staff anticipate the level of implementable advice and options available to these local boards will be insufficient to fully mitigate the size of their individual cost pressures without materially impacting service levels.
5. After a recent budget refresh exercise, which concluded in February, the revised total cost pressures and revenue shortfalls identified for local community services is \$13.9 million across 21 local boards, comprising of:
 - Known variations to asset schedules within full facility contracts (subject to final price negotiation) were not budgeted for in the LTP, \$5.1 million
 - Utilities costs (driven primarily by Electricity and Gas forecasted prices), \$5.8 million
 - Improved libraries rostering to meet health and safety requirements, reduce the likelihood of unplanned facility closures and deliver planned levels of service, \$1.5 million
 - Revenue shortfalls from pools and leisure facilities and venue for hire, \$2.4 million
 - Improvements in leasing revenue is an overall net positive contribution of \$0.3 million, however this differs by local board. Where they are net positive, this could be used to mitigate the effect of cost pressures. Leasing revenue improvements can arise because of local board decisions.
6. While this initial budget refresh exercise has been completed, staff are continuing to investigate the cost pressures to identify mitigations and other offset opportunities.

7. Between 4 and 6 March 2025, finance staff have workshopped with all local boards the updated local board budget position (based on the best available information), including individual local board positions, and options to manage the collective local board cost pressures. A further budget update since these workshops has occurred (and local boards informed through a memo), reducing the overall cost pressures for local boards from \$18 million to \$13.9 million.
8. This report seeks local board feedback on the three potential options and is an opportunity for local boards to provide their views including other matters relating to local cost pressures to the Joint Governance Working Party, to support a recommendation to the Governing Body for Annual Budget 2025/2026

Ngā tūtohunga Recommendation/s

That the Howick Local Board:

- a) tuku / provide feedback on the three identified options to manage local board cost pressures in the short term.
- b) tuku / provide feedback on any other matters relating to local board cost pressures and budgets.

Horopaki Context

9. Fairer Funding was adopted through the [Long-term Plan 2024-2034 \(LTP\)](#) and is to be implemented from 1 July 2025 (year two of the LTP) to transition towards significant funding equity for most local boards over four years, including the allocation of \$35 million of new operating funding to 13 local boards for 2025/2026. Eight local boards have been allocated little to no new funding.
10. Cost pressures can arise when the costs of delivering a service are forecast to increase beyond what is projected in the LTP. These can occur as new information becomes available after the adoption of an LTP or Annual Plan, and budgeting assumptions are updated.
11. The total net operating cost pressures identified for local community services for 2025/2026 is \$18 million and relate to 'asset-based services'. This is the total across all 21 local boards and does not include cost pressures relating to any other area of the council group operations.
12. Operating cost pressures relating to networks of asset-based services (e.g. pools, libraries, open space maintenance) have historically been managed across local boards at a regional level by the Governing Body. In this approach additional levers are available, such as changes to the level and distribution of general rates funding and minimum service levels. There is also the ability for staff to drive efficiencies across the regional network, and to manage "unders and overs" across that network.
13. Local boards have two main levers for responding to cost pressures in the short term. These are:
 - a) utilising new operating funding from their share of the \$35 million in 2025/2026 provided to support a transition to Fairer Funding, or
 - b) by making changes to services including prioritisation and trade-off decisions across their service portfolio.
14. Staff also have some levers available to help manage the costs and revenues for asset-based services as part of their day-to-day operational management of these services.

15. The eight local boards that will not receive sufficient new funding would need to respond to cost pressures by reviewing service levels, making prioritisation and trade-off decisions to remain within their existing funding levels, and then work with staff to ensure the efficient delivery of those services. However, staff do not expect the level of implementable options and advice available for 2025/2026 to be sufficient to cover the full amount of their individual cost pressures.
16. On 14 February 2025, staff presented a report to the Joint Governance Working Party (JGWP) about cost pressures for local boards, how local boards can currently manage these cost pressures, and possible transitional support which the JGWP could recommend to the Governing Body as part of annual budget decision making. This report is included in Attachment A. At this time the updated local cost pressure position was unknown, however since then, updated estimates of cost pressures have been forecasted.
17. The JGWP resolved (resolution JGWPC/2025/4) on three potential options to address local board cost pressures in the short term, and has requested staff seek formal local board feedback on these to support a recommendation to the Governing Body for Annual Budget 2025/2026:
 - i) Local boards manage within existing local board funding envelopes
 - ii) Recalibration of the \$35 million operating funding increase (for local boards) in 2025/2026
 - iii) Seeking additional funding to accommodate cost pressures including utilising the Delivering Differently budget.
18. As operating cost pressures are ongoing, local boards should also consider in their feedback, how this would be managed for future years.
19. Staff will collate local board feedback and report back to the JGWP in April to support a recommendation to the Governing Body, per JGWPC/2025/4 c).

Tātaritanga me ngā tohutohu Analysis and advice

20. Through the budget refresh process staff identified \$13.9 million of net operating cost pressures related to delivering existing levels of service for local community services. The distribution by local board is presented below. Staff are continuing to investigate these cost pressures, including identifying mitigations, and have identified some regional scheduled maintenance costs were incorrectly attributed to local boards. A memo was distributed to all local boards on 12 March 2025 explaining the corrections, and this has reduced the total net operating cost pressures to \$13.9 million from the \$18 million presented in workshops, as presented in Table 1 below.

Table 1: distribution of cost pressures to local boards

LB Cost pressure	Full Facilities scheduled maintenance	Utilities	Improved libraries rostering	Pools and Leisure revenue shortfall	Venue Hire revenue shortfall	Leasing	Total net OPEX cost pressures
Albert-Eden	0.61	0.21	0.07	0.00	-0.04	-0.11	0.75
Devonport-Takapuna	0.39	0.16	0.06	-0.21	-0.01	0.07	0.46
Franklin	0.58	0.32	0.05	0.00	0.07	0.04	1.07
Great Barrier	-0.01	-	0.00	0.00		0.00	-0.01
Henderson-Massey	-0.14	0.62	0.14	0.17	0.14	0.12	1.04
Hibiscus and Bays	0.74	0.10	0.09	-0.15	0.02	-0.00	0.80
Howick	-0.13	0.39	0.10	0.68	-0.02	-0.07	0.96
Kaipatiki	0.53	0.29	0.07	0.24	-0.01	-0.12	1.01
Mangere-Otahuhu	0.42	0.41	0.13	0.04	0.01	0.03	1.03
Manurewa	0.31	0.26	0.06	0.17	-0.02	0.01	0.79
Maungakiekie-Tamaki	-0.07	0.55	0.07	0.00	0.05	-0.11	0.48
Orakei	-0.10	0.04	0.05	0.00	0.17	0.08	0.25
Otara-Papatoetoe	0.41	0.49	0.11	0.25	0.00	0.04	1.30
Papakura	0.36	0.21	0.06	0.00	-0.00	0.04	0.67
Puketapapa	0.37	0.24	0.03	0.00	-0.00	0.00	0.63
Rodney	-0.08	0.07	0.09	0.00	-0.04	-0.01	0.04
Upper Harbour	0.53	0.27	0.02	0.15		-0.03	0.95
Waiheke	0.04	0.04	0.02	0.00	0.00	-0.06	0.05
Waitakere Ranges	-0.05	0.04	0.04	0.00	0.06	0.04	0.12
Waitemata	-0.08	0.47	0.16	0.50	0.13	-0.27	0.91
Whau	0.43	0.08	0.07	0.00	0.00	0.03	0.61
Total 21 local boards	5.06	5.25	1.50	1.85	0.53	-0.28	13.92

21. Analysis was completed to compare the level of individual local board cost pressures against each local board's allocation from the new operating funding in 2025/2026. This is because the new funding is yet to be allocated towards a service or activity, and if this was used to cover cost pressures, there would not be an impact to existing service levels.
22. Analysis showed that 13 local boards had sufficient new operating funding to cover their individual cost pressures, however this would result in a reduction of up to 61 per cent in their new operating funding, which was provided for the purpose of funding equity and which local boards expected to deliver additional outcomes for their communities.
23. Eight local boards with little to no new funding would only have the option to look across existing services to find cost reductions or revenue opportunities to offset cost pressures. However, advice on strategic options and opportunities for local boards to change asset-based services to reduce cost will initially be limited. Advice is more readily available for activities currently funded from 'Locally Driven Initiatives (LDI)' operating funding which is only a small proportion of the local board operating costs.
24. For these eight local boards, this could mean between 36 per cent and 84 per cent funding reduction from their existing 'Locally Driven Initiatives' programme of services and activities. Changes at this level are likely to be material to existing levels of services, as most of these services and activities have been ongoing for many years and are designed to achieve local board plan outcomes. Any material changes to existing levels of service are likely to trigger a requirement for public consultation; however local boards were not recommended to consult in detail on specific opportunities in the Annual Budget 2025/2026 consultation. Therefore this gives rise to a risk that certain opportunities may not be implementable unless further consultation is held.

Table 2: analysis of cost pressures compared to available funding by local board

LB Cost pressure (\$ millions)	LDI opex (2024/2025)					
	2025/2026 baseline OPEX funding	included in baseline OPEX for 2025/2026	Fairer Funding \$34.6m OPEX top up	Total net OPEX cost pressures	Additional OPEX available	Remaining cost pressure
Albert-Eden	10.7	1.5	3.7	0.7	2.9	
Devonport-Takapuna	9.6	1.3	0.0	0.5		0.5
Franklin	13.2	1.5	3.3	1.1	2.2	
Great Barrier	1.7	0.6	1.1	-0.0	1.1	
Henderson-Massey	20.8	1.9	0.0	1.0		1.0
Hibiscus and Bays	14.5	1.6	1.3	0.8	0.5	
Howick	21.2	2.2	0.1	1.0		0.9
Kaipatiki	11.0	1.3	2.1	1.0	1.1	
Mangere-Otahuhu	16.1	1.9	0.0	1.0		1.0
Manurewa	10.8	1.6	5.8	0.8	5.1	
Maungakiekie-Tamaki	13.4	1.3	0.8	0.5	0.3	
Orakei	11.4	1.3	1.0	0.2	0.8	
Otara-Papatoetoe	15.9	1.6	0.0	1.3		1.3
Papakura	12.5	1.4	0.0	0.7		0.7
Puketapapa	8.0	0.9	2.4	0.6	1.8	
Rodney	10.3	1.8	8.0	0.0	8.0	
Upper Harbour	12.0	1.1	0.0	0.9		0.9
Waiheke	4.6	0.7	1.0	0.0	0.9	
Waitakere Ranges	8.7	1.2	0.4	0.1	0.3	
Waitemata	16.8	1.4	0.0	0.9		0.9
Whau	10.3	1.3	3.4	0.6	2.8	
Total 21 local boards	253.4	29.3	34.6	13.9	27.9	7.3

Supporting a transition to fairer funding

25. To support this significant shift in the way local boards are funded, some key principles and assumptions were agreed as part of the adoption of Fairer Funding:
 - No local board is worse off in its level of funding (than under the prior ABS/LDI funding model).
 - Achieving significant funding equity for most local boards in four years.
26. The level of implementable advice across local community services and environmental management may not be available for the Annual Budget 2025/2026 to fully cover the full quantum of local boards individual cost pressures. Additional options to address local cost pressures in the short term have been developed for JGWP consideration to help all local boards transition to the new way of funding.

Options analysis for addressing local board cost pressures

27. The Joint Governance Working Party on 14 February 2025 (resolution JGWPC/2025/4) requested staff to seek local board feedback on the following potential options to address local board cost pressures in the short term:
 - i) Local boards manage within existing local board funding envelopes
 - ii) Recalibration of the \$35 million operating funding increase (for local boards) in 2025/2026
 - iii) Seeking additional funding to accommodate cost pressures including utilising the Delivering Differently budget.
28. A combination of options will likely be needed to resolve the full range and quantum of cost pressures for 2025/2026, but consideration should also be given to whether these options should be temporary (e.g. one year) or implemented for a longer period (e.g. two years, or on an ongoing basis).

29. Based on of the current projected size of local cost pressures it is unlikely any overall funding changes to local boards would be considered significant (per council's Significance and Engagement Policy), and therefore would not require public consultation to implement. However, changes to local funding levels requires a Governing Body decision.
30. A Governing Body decision is required to implement options 2 and 3 as these involve a change to how funding for local boards is distributed and involves a departure from the adopted Local Board Funding Policy 2025.

Option 1: Local boards manage within existing local board funding envelopes

31. This option requires local boards to fund services within LTP funding allocations, including any new funding received. This is in line with the Local Board Funding Policy 2025, makes progress towards bringing 19 local boards to within 5 per cent of their equitable funding level in 2025/2026, and places no additional burden on ratepayers.
32. Under this approach local boards would address cost pressures by:
 - i) Utilising new operating funding
 - ii) Adopting and seeking staff advice on opportunities to increase revenue or reduce costs in some areas to make room for increased costs in others. These may include minor changes to services, or trade-off decisions across a range of locally funded services and must be implementable in time to support the 2025/2026 Annual Budget (including re-consultation if significant)
 - iii) Working with staff during the financial year to continuously seek out cost efficiencies and revenue enhancements for asset-based services as part of their day-to-day operational management of these services.
33. Local boards that will not receive any new funding, or that will receive insufficient new funding to address cost pressures, are limited to available staff advice on opportunities and changes to services. The implications of delays to the provision of advice over their portfolio of services until 2026/2027 may mean that local boards look to more flexible areas of their funding, which are well understood and supported with staff advice (for example services and activities previously funded from LDI). Reducing these services may impact on the delivery of local board plan outcomes.
34. Based on initial estimates of local cost pressures, staff had advised that local boards did not need to consult on significant service level changes, therefore seven of the eight local boards with little to no new funding consulted broadly on priorities. This limits the level of implementable opportunities without having to further consult.

Option 2: Recalibration of the \$35 million operating funding increase for local boards in 2025/2026

35. Of the \$35 million new operating funding in 2025/2026 provided to support the transition to funding equity, a portion could be used to provide temporary support for local boards unable to fully offset cost pressures. Some of the additional funding may not otherwise be utilised if there are insufficient options and advice on new and increased service levels. This would involve allocating funding to local boards with little to no new funding to address cost pressures from the \$35 million new funding, then distributing the remainder based on the equitable rankings.
36. The impact of using this option is that local boards that were allocated additional operating funding would see a reduction to that level of operating funding, with the reduction in the level of operating funding used to cover cost pressures from other local boards.
37. Based on the budget information at end of February 2025, modelling was carried out and presented to local boards showing the impact should all local cost pressures be covered from the \$35 million new funding first, with the remainder distributed equitably as per the Local Board Funding Policy 2025. Since then there has been a reduction to the overall size of local cost pressures from \$18 million to \$13.9 million, which means the modelled impact is expected to be less than what was presented through workshops.

38. However this is only one possible scenario, and there are various ways this option can be applied, including:
 - whether all local cost pressures are covered from the \$35 million first, or only for those local boards that cannot cover their own
 - the proportion of local cost pressures covered from the \$35 million first, and this could be on a scale from zero per cent to 100 per cent.
39. This option would represent slightly less progress towards funding equity for the 2025/2026 year than anticipated in the LTP. This approach remains consistent with a transition to equitable funding over four years and places no additional burden on ratepayers should it be used temporarily, until sufficient advice is available and implementable for local boards to manage cost pressures over their full portfolio of services.

Option 3: Seeking additional funding to accommodate cost pressures, including utilising the Delivering Differently budget

40. The Governing Body is responsible for decision making on the overall funding level for local boards and could allocate additional local funding to support cost pressures. This could be achieved without increasing general rates within the existing overall LTP funding level if there are sufficient improvements to other assumptions (such as interest rates and depreciation costs), or by balancing the application of funding across a wider range of services including regional activities. These options are not available to local boards, and any new local targeted rates could not be implemented in time for 2025/2026.
41. Once budget projections have been fully updated across the group, it will be clearer whether or not the emerging cost pressures for local services can be accommodated within the currently projected rates increase for 2025/2026. If it can be, then it will be up to the Governing Body to approve that allocation, after considering budget trade-offs across the group. If it cannot be, then the Governing Body is expected to be able to have some flexibility to make minor adjustments to the rates increase as part of its final budget decision-making in May 2025. However, the current political direction on this is clear that a higher rates increase is the last resort.
42. While progress will still be made towards funding equity, any permanent direct funding provided to individual local boards to address cost pressures is an inequitable way of distributing general rates funding and would increase the challenge of progressing towards full funding equity. This also departs from the adopted Local Board Funding Policy 2025.
43. Under this option, additional funding could be provided for one or more years until sufficient advice is available for local boards to manage cost pressures, and could be managed at a regional level to be provided to local boards as needed to minimise the impact on funding equity.
44. The Joint Governance Working Party resolved specifically for staff to investigate whether the Delivering Differently budget could be used to temporarily resolve local cost pressures. The majority of the funding for this programme is debt funded (such as capital grants) which cannot be re-purposed to mitigate local operational cost pressures. The remaining funding is for the purpose of supporting local boards shift away from asset-based service provision and future unaffordable renewals, and it's important that progress on this work continues.

Summary of options and risks

45. The following table summarises the impact, risks and alignment to the proposed principles for each option. A combination of options may be used to resolve the level of cost pressures for local boards in both 2025/2026 and beyond.

Option	Risks and/or impacts
Option 1: Local boards manage within existing	<ul style="list-style-type: none"> • Advice not fully ready across local board service portfolio to implement for 2025/2026.

local board funding envelopes	<ul style="list-style-type: none"> Activities and services with advice to respond this year may be limited to those tailored to local priorities and reducing these will impact the delivery of local board plan outcomes.
Option 2: Recalibration of the \$35 million operating funding increase for local boards in 2025/2026	<ul style="list-style-type: none"> Funding equity gap between local boards would be slightly larger than planned (5 per cent of funding equity by 2025/2026). A one-year approach would mean local boards may have cumulative cost pressures to solve in the next year. Continued application would slow progress to significant funding equity in subsequent years. Perceived retreat on historical commitments made through the LTP for individual local boards.
Option 3: Seeking additional funding to accommodate cost pressures including utilising the Delivering Differently budget	<ul style="list-style-type: none"> Could impact on other services, including regional services, as a result of funding reallocation. Inequitably allocating additional funding to local boards departs from funding policy and slows progress towards equitable funding.

Improvements to budget and cost allocation accuracy

46. Through the Annual Budget 2025/2026 budget refresh process, staff identified over \$25 million of costs and budget held in regional community services but are related to the delivery of existing levels of local community services. These relate to services that are managed across the region (or at a network level), with financials also historically being managed at a regional level.
47. Implementing these cost allocation changes through Annual Budget reviews will impact local funding envelopes and funding equity. While changes to baseline budgets are typically made when the Fairer Funding model is refreshed in the next LTP to align with the frequency of review specified in the Local Board Funding Policy 2025, some necessary improvements to the accuracy of budgets may be required to support effective management and local board governance.
48. Allocation of these costs and funding will not be based on an equitable distribution as these are considered adjustments to baseline budgets, instead of new local funding. An example would be where there are Pools and Leisure centralised costs to be allocated to local boards, only those local boards with Pools and Leisure sites will receive an allocation of costs and funding. Changes that impact baseline budgets would impact funding equity analysis and local board rankings, however should not impact the total cost to the council or planned service levels, as they are a change to how costs and funding is allocated only.
49. There will be no cost pressures for 2025/2026 associated with these cost and funding transfers for local boards, nor any impacts on the existing levels of service being delivered in each local board.

Tauākī whakaaweawe āhuarangi
Climate impact statement

50. Local board feedback through this report will inform the Joint Governance Working Party on a recommendation to the Governing Body on decisions for local board funding levels. This may have varying impacts on individual local board level of investments in local services and activities, which may have climate impacts.
51. In particular, local boards contribute to climate outcomes through their local environmental work programmes (currently funded through their LDI operating funding) and therefore the

scale of cost reductions required to fund the cost pressures could result in significant impacts to local environmental work programmes. The decision for local board funding will have a direct impact on the level of funding that can be allocated towards local environmental work programmes. This includes reductions, but also the scale of new initiatives contributing towards climate outcomes.

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

52. Staff from the Finance and Community divisions provided input into the report for the Joint Governance Working Party and have developed the list of local community cost pressures for the 2025/2026 Annual Budget through reviewing the costs of delivering existing levels of services.
53. Staff will continue to improve the quality and range of advice for local boards over the four years transitioning to significant funding equity. This could have impacts on the operations of the Community Division which may need to adapt to the new funding structure of local community services, and improvements to how local services are being budgeted.
54. Some options for feedback in this report require Governing Body decisions on funding and may need to be considered together with the entire council group financial position and budget updates. 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

55. In a memorandum to Budget Committee and local board members on 2 December 2024 (Attachment B), staff provided an update on this emerging issue but did not recommend local boards take urgent action at that point or propose material service changes in their consultation materials based on these early indications. Seven local boards have consulted broadly on priorities but not specific cost reduction initiatives.
56. Finance staff workshopped the updated budget position and options to manage the collective cost pressures with local boards between 4 and 6 March 2025. This report seeks local board feedback on the options presented and is an opportunity for local boards to provide their views to the Joint Governance Working Party.
57. The identified \$13.9 million net operating cost pressures is over a third of the \$34.6 million additional operating funding provided to local boards to progress towards funding equity. Individual local board impacts were workshopped with local boards, based on the \$18 million cost pressures identified at that time. However subsequently staff identified through a detailed review, updates to the budgets presented, which has reduced the total net operating cost pressures to \$13.9 million (Table 1 in this report).
58. Under Fairer Funding, 13 local boards are able to cover their individual cost pressures using new operating funding allocated to achieve funding equity purposes, however this will reduce the level of new operating available to these local boards to improve community outcomes. The proportion of new operating funding required to cover cost pressures for individual local boards can be up to 61 per cent of their allocated new operating funding.
59. Eight local boards would be unable to address their individual cost pressures without making reductions to existing services, and there is unlikely to be sufficient cost reduction or revenue generating options available for local boards which can be implemented for 2025/2026 to offset the entirety of their cost pressures.
60. The options provided intend to assist all local boards in transitioning to funding equity over time, and depending on the combination of options may change individual local board funding envelopes compared to the LTP.

61. A feedback template has been provided (Attachment C) to assist local boards in providing feedback to this report.

Tauākī whakaaweawe Māori Māori impact statement

62. Local board feedback through this report will inform the Joint Governance Working Party on a recommendation to the Governing Body on decisions for local board funding levels. This may have varying impacts on individual local board level of investments in local services and activities, which may have Māori impacts depending on each local board's specific community.
63. The decision for local board funding will have a direct impact on local board work programming which is the process where local boards prioritise their available funding towards achieving local board plan outcomes for their community, including impacts to their Māori community. This includes reductions, but also the scale of new initiatives contributing towards Māori outcomes.

Ngā ritenga ā-pūtea Financial implications

64. Some of the options proposed in this report for further engagement will impact local board funding decisions and council's overall funding levels for this Annual Budget 2025/2026, but would be subject to further Governing Body decision making. Full detail on risks, mitigation and implications are outlined in the earlier sections of this report, and in more detail below.
65. Feedback on this report informs the Joint Governance Working Party and inputs into Governing Body Annual Budget decision making.
66. Some options for managing cost pressures would have no impact to rates by requiring these to be managed within existing local board funding envelopes or the wider Auckland Council Group (subject to Governing Body decision making). However, there may be a risk that an increase in rates is required to fund cost pressures, and this would only be clear once the Governing Body is presented with a budget update for the Auckland Council Group.
67. The final decisions to manage local cost pressures may have a direct impact on the level of funding each local board is allocated and may vary the funding levels set out in the LTP.
68. Options where the level of funding to local boards are set on a non-equitable distribution, including any targeted operating funding support provided, requires the decision maker, which is Governing Body, to agree to a temporary departure from the Local Board Funding Policy 2025 adopted through the LTP.

Ngā raru tūpono me ngā whakamaurutanga Risks and mitigations

69. There are significant risks identified with the uncertainty of local board annual funding envelopes and available funding, which has resulted in challenges for staff to plan for and engage with local boards to participate effectively in work programme discussions and to meet key annual budget timelines with sufficient levels of clarity and understanding. This is because options which alter local board funding require Governing Body decision-making, and based on the current timeline, Annual Budget decisions are set to be made on 28 May 2025. A mitigation being confirmed is for a recommendation from the JGWP to be presented to the Budget Committee on 16 April 2025, seeking indicative support for later formal decision-making by the Governing Body.
70. There is a risk should the Governing Body not decide to provide additional support to local boards. Given the updated size of local cost pressures it is unlikely that options with a minor impact to service levels could fully mitigate these for local boards not receiving top-up funding. Eight local boards are therefore at risk of not being able to approve a balanced

budget by June 2025 without additional support or further consultation in a short timeframe on further reductions which are considered significant (under council's Significance and Engagement Policy).

71. Some proposed options will have financial and reputational risks to council as these could be perceived as changes to the commitments made in the LTP, such as changing the allocation of funding levels for individual local boards.
72. There are also risks relating to the timeframe for the council to develop the necessary improvements to financial budget data and process improvements, and to develop the capability to provide local boards with advice on options for changing service levels and how local services can be more efficiently delivered. Some improvements to local board data and increased staff advice are expected from 2026/2027, however these will not be across the full portfolio of services. A longer-term solution is anticipated to require the full transition period to funding equity of four years.

Ngā koringa ā-muri Next steps

73. Staff will collate local board feedback and report back to the Joint Governance Working Party on 11 April 2025 to seek recommendations from JGWP to the Governing Body for Annual Budget decision making.

Ngā tāpirihanga Attachments

No.	Title	Page
A⇒	Options to address local board operating cost pressures and their impact on Fairer Funding implementation – (14 February 2025 JGWP)	
B⇒	Memorandum: Local Board cost pressures – additional information (2 Dec 2024)	
C⇒	Feedback template	

Ngā kaihaina Signatories

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Urgent Decision of the Howick Local Board to Formalise Feedback on the Draft Storm-affected Land Use Policy

File No.: CP2025/03240

Item 18

Te take mō te pūrongo Purpose of the report

1. To note that an urgent decision was made to formalise feedback on the Draft Storm-affected Land Use Policy

Whakarāpopototanga matua Executive summary

2. At its meeting on 17 November 2022 the Howick Local Board resolved (HW/2022/178) the following in relation to urgent decision-making:
That the Howick Local Board:
 - a) *delegate authority to Chairperson Damian Light and Deputy Chairperson Bo Burns, or any person acting in these roles, to make urgent decisions on behalf of the local board, if the local board is unable to meet*
 - b) *confirm that the Local Area Manager, chairperson, and deputy chairperson (or any person/s acting in these roles) will authorise the use of the local board's urgent decision mechanism by approving the request for an urgent decision in writing*
 - c) *note that all urgent decisions made, including written advice which supported these decisions, will be included on the agenda of the next ordinary meeting of the local board.*
3. Local boards had the opportunity to provide feedback on the Draft Storm Affected Land Use Policy.
4. An urgent decision was required as the deadline to provide feedback was 27 February 2025. The Howick Local Board's next scheduled business meeting was on 20 March 2025.
5. The urgent decision memo is included in this agenda report as Attachment A. This includes the original memorandum from Council staff and the urgent decision itself.
6. Additional materials provided to Members to inform their decision have been included as report attachments, these include:
 - Attachment B: Members briefing document: Storm-affected land: policy and implementation
 - Attachment C: Draft Storm-affected Land Use: policy and implementation approach

Ngā tūtohunga Recommendation/s

That the Howick Local Board:

- a) tuhi tīpoka / note the urgent decision made on 27 February 2025 to formalise the Howick Local Board's feedback on the Draft Storm-affected Land Use Policy.

Ngā tāpirihanga Attachments

No.	Title	Page
A⇒	Urgent Decision of the Howick Local Board to Formalise Feedback on the Draft Storm affected Land Use Policy - Copy of the Urgent Decision Memo	
B⇒	Members briefing document: Storm-affected land: policy and implementation	
C⇒	Draft Storm-affected Land Use: policy and implementation approach	

Ngā kaihaina Signatories

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Local board input into Auckland Council's submission on the Term of Parliament (Enabling 4-year Term) Legislation Amendment Bill

File No.: CP2025/03869

Item 19

Te take mō te pūrongo Purpose of the report

1. To seek feedback from the local board on the Term of Parliament (Enabling 4-year Term) Legislation Amendment Bill.

Whakarāpopototanga matua Executive summary

2. The [Term of Parliament \(Enabling 4-year Term\) Legislation Amendment Bill](#) proposes a mechanism for extending New Zealand's parliamentary term from three to four years, subject to a binding referendum.
3. Rather than mandating an automatic change, this would allow Parliament to extend its term only if select committees reflect proportional representation – meaning the number of MPs from each party on committees matches their share of seats in Parliament.
4. Supporters argue a four-year term enables better policymaking and project delivery, while opponents highlight reduced electoral accountability. New Zealand's three-year term is rare globally, and past referendums have opposed extending it, though recent reviews suggest shifting public sentiment.
5. A key consideration for Auckland Council is the potential impact on local election cycles. There could be years where local and central elections coincide, which could impact voter engagement. Fixed parliamentary terms would benefit the alignment of local election timing.
6. In December 2024, the council submitted feedback on the [LGNZ Electoral Reform Working Group Issues Paper](#), supporting a four-year electoral cycle for local government. The submission acknowledged potential benefits of aligning local and central elections if local elections shift to booth voting but recommended keeping them two years apart otherwise. While most local boards supported a four-year term, views varied on election timing—some favoured aligning with central elections, while others preferred a two-year gap.
7. The Policy and Planning Committee will consider the council's submission on 10 April. The submission closing date is 17 April.

Ngā tūtohunga Recommendation/s

That the Howick Local Board:

- a) tuku / provide feedback to Auckland Council's submission on the Term of Parliament (Enabling 4-year Term) Legislation Amendment Bill.

Horopaki Context

Overview of the Bill

8. The Term of Parliament (Enabling 4-year Term) Legislation Amendment Bill ("the Bill") proposes a mechanism to extend the current three-year Parliamentary term to four years, subject to a binding referendum.

9. The Bill doesn't automatically change the term to four years. Instead, Parliament can choose to extend its term from three to four years if select committees are structured in a way that fairly reflects the makeup of Parliament. To make this happen, Parliament must pass a resolution within the first three months of a new term stating that the proportionality requirement has been met, and the Governor-General must then issue a proclamation.

Key Considerations

10. Arguments in favour of a four-year term include allowing for a more deliberate and considered legislative process, reducing the frequency of election cycles, and providing governments with a longer timeframe to implement policy.
11. Arguments against a four-year term highlight concerns around democratic accountability. A longer term would mean elected representatives face elections less frequently, shifting accountability from a three-year to a four-year cycle.
12. Additionally, New Zealand's constitutional framework differs from jurisdictions with stronger checks and balances, such as an upper and lower house or a clearer separation of executive and legislative powers. In New Zealand, the executive is formed from the majority party in Parliament and drives the legislative agenda.
13. To address concerns around accountability, the Bill strengthens the role of select committees by requiring their composition to more accurately reflect the proportionality of Parliament.

History of New Zealand Parliamentary terms

14. New Zealand originally had a five-year parliamentary term, in line with [Britain](#). In 1879, it was reduced to three years following the abolition of provincial governments, as there were concerns about the concentration of power at the central level. Reducing the term ensured more frequent electoral accountability.
15. Two non-binding referendums on extending the term—held in 1967 and 1990—both resulted in strong opposition. Both referendums saw large majorities opposed to extending the term to four years.
16. Recent reviews, including the 2013 Constitutional Advisory Panel and the [2023 Independent Electoral Review](#), suggest public opinion may be shifting towards a four-year term.
17. A key change since the last referendum was the introduction of the Mixed-Member Proportional (MMP) system in 1993, which increased proportional representation and strengthened the role of smaller parties in governance. While MMP has enhanced legislative scrutiny, concerns remain about reduced accountability if the term is extended.
18. The Constitutional Advisory Panel in 2013 found that public support for a four-year term was contingent on improved legislative scrutiny and accountability measures, such as more referenda, better human rights assessments, and the introduction of an upper house. The panel emphasised that any extension should be decided by referendum.
19. The Independent Electoral Review (IER), set up in 2022, also assessed the term length and found arguments for and against a four-year term to be finely balanced.

International context

20. New Zealand's three-year parliamentary term is rare internationally. In 183 countries with elected lower houses or unicameral parliaments, only eight have a term of three years or less, 72 have a four-year term, 99 have a five-year term and four have a six-year term.
21. In general, parliaments (whether unicameral or bicameral) have a four-year or five-year term including both the United Kingdom (with Westminster-style of Parliament and Executive, headed by a sovereign) and Germany (with an MMP electoral system), from which New Zealand's system is based.

Tātaritanga me ngā tohutohu Analysis and advice

22. The last referendum on the parliamentary term took place in 1990 in which 69 per cent of voters rejected extending the term from three to four years. It is timely to revisit the topic again with communities.
23. A key concern for local government is the uncertainty around whether Parliament will adopt a three-year or four-year term. If local government maintains its three-year term while Parliament alternates between three and four years, there is likely to be occasional overlap, where parliamentary and local elections occur in the same year. However, this would likely happen inconsistently.
24. If local elections remain the responsibility of councils (rather than the Electoral Commission), the concurrent timing of parliamentary and local elections could lead to voter confusion.
25. Auckland Council, in its submission to the Electoral Reform Working Group, acknowledged that there could be potential benefits if local elections were conducted by the Electoral Commission, using the booth voting method, alongside parliamentary elections. This could capitalise on the higher voter turnout for parliamentary elections to boost participation in local elections. However, it remains uncertain whether this will occur.
26. As a result, the council's draft submission on the bill would consider requesting that parliamentary terms be fixed, and that the legislation governing local elections be amended to align with parliamentary terms.

Tauākī whakaaweawe āhuarangi Climate impact statement

27. The Bill does not have any direct climate impacts.
28. However, a four-year term could provide a longer, uninterrupted timeframe for planning and implementing climate-related initiatives.
29. If both local and central government terms are fixed at four years, this could lead to a reduction in postal voting for local government elections. This change may result in environmental benefits, such as reduced paper usage and a decrease in transport requirements for the delivery and collection of voting papers.

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

30. The council group is not directly affected by the proposed change. However, if local and central elections were to coincide, further analysis of the potential impacts would be necessary.

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

31. In February 2023, nine local boards provided feedback on the introduction of a four-year electoral term for local government in the [draft submission](#) of the *Future for Local Government* paper. Most supported a four-year term, though views on election sequencing varied. One board opposed aligning local and central elections, emphasising the importance of maintaining local focus.
32. In November 2024, local boards provided further feedback to inform the council's submission on the [LGNZ Electoral Reform Working Group Issues Paper](#) (Issue Five), which also addressed the four-year term. While most local boards supported the shift, there were

differing views on election timing—some favored aligning local and central elections, while others preferred a two-year gap. Local board views are compiled [here](#).

Item 19

Tauākī whakaaweawe Māori Māori impact statement

33. Māori views were not sought in the preparation of this report. A four-year term could allow more time to build relationships and ensure continuity in key initiatives, without disruptions from frequent election cycles.

Ngā ritenga ā-pūtea Financial implications

34. The Bill does not impose any direct costs. Potential cost efficiencies could arise if central and local elections coincide.

Ngā raru tūpono me ngā whakamaurutanga Risks and mitigations

35. The council's position on this matter presents minimal risk.

Ngā koringa ā-muri Next steps

36. The Policy and Planning Committee will consider approving the council's submission at its meeting on 10 April.
37. Submissions close on Thursday, 17 April.

Ngā tāpirihanga Attachments

There are no attachments for this report.

Ngā kaihaina Signatories

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Development Contributions (Covering report)

File No.: CP2025/04445

Te take mō te pūrongo Purpose of the report

1. <Enter purpose>

Whakarāpopototanga matua Executive summary

2. This is a late covering report for the above item. The comprehensive agenda report was not available when the agenda went to print and will be provided prior to the 20 March 2025 Howick Local Board meeting.

Ngā tūtohunga Recommendation/s

The recommendations will be provided in the comprehensive agenda report.

Record of Howick Local Board Workshop Notes

File No.: CP2025/04346

Item 21

Te take mō te pūrongo Purpose of the report

1. To provide a summary of Howick Local Board (the Board) workshop notes.

Whakarāpopototanga matua Executive summary

2. The attached summary of workshop notes provides a record of the Board's workshops.
3. Workshops are an informal forum held primarily for information or discussion purposes and at which no resolutions or decisions are made.
4. For openness and transparency, the Howick Local Board made a decision at their 19 September business meeting (HW/2024/159), to hold Open by Default Workshops from 1 January 2025. The agenda and presentation material from workshops held on 27 February and 6, 13 March 2025 can be viewed on Auckland Council's website, which can be found here: <https://infocouncil.aucklandcouncil.govt.nz/>

Ngā tūtohunga Recommendation/s

That the Howick Local Board:

- a) tuhi ā-taipitopito / note the workshop record for the workshop held on 27 February, and 6, 13 March.

Ngā tāpirihanga Attachments

No.	Title	Page
A⇒	20 March 2025, Howick Local Board - Howick Local Board Workshop Records – 27 February 2025 Record of Workshop	
B⇒	20 March 2025, Howick Local Board - Howick Local Board Workshop Records – 6 March 2025 Record of Workshop	
C⇒	20 March 2025, Howick Local Board - Howick Local Board Workshop Records – 13 March 2025 Record of Workshop	

Ngā kaihaina Signatories

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Hōtaka Kaupapa | Governance Forward Work Calendar

File No.: CP2025/00138

Te take mō te pūrongo Purpose of the report

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

Whakarāpopototanga matua Executive summary

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

Ngā tūtohunga Recommendation/s

That the Howick Local Board:

- a) tuhi ā-taipitopito / note the Hōtaka Kaupapa included as Attachment A of the agenda report.

Ngā tāpirihanga Attachments

No.	Title	Page
A⇒	20 March 2025, Howick Local Board - Hōtaka Kaupapa Governance Forward Work Calendar - Copy of the Hōtaka Kaupapa	

Ngā kaihaina Signatories

Author	Claire Bews - Democracy Advisor
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