

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

**Date:** Thursday, 15 May 2025  
**Time:** 12.00pm  
**Meeting Room:** Howick Local Board Meeting Room  
**Venue:** Pakuranga Library Complex  
7 Aylesbury Street  
Pakuranga

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## Howick Local Board

# OPEN AGENDA

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### MEMBERSHIP

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

(Quorum 5 members)

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

**9 May 2025**

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## 1 Nau mai | Welcome

The Chair will open the meeting and welcome everyone present.

## 2 Ngā Tamōtanga | Apologies

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

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

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

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

That the Howick Local Board:

- a) whakaū / confirm the ordinary minutes of its meeting, held on Thursday, 1 May 2025, including the confidential section, as a true and correct record.

## 5 He Tamōtanga Motuhake | Leave of Absence

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

## 6 Te Mihi | Acknowledgements

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

## 7 Ngā Petihana | Petitions

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

## 8 Ngā Tono Whakaaturanga | Deputations

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

### 8.1 Deputation - Marina Fitness Community Member Representation Group

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

1. Dr Colleen Rigby and Glenn Ross on behalf of the Marina Fitness Community Member Representation Group will present to the Board a deputation on the Marina Fitness Centre at Half Moon Bay Marina.
2. The gym is a central community hub for the senior and youth communities of Half Moon Bay, Eastern Beach, Sunnyhills, Farm Cove and Bucklands Beach. The

members support local businesses at Half Moon Bay Marina, including cafes, medical centres, pharmacy and the supermarket. The gym caters to group classes, gym sessions, rehabilitation from injury and people with disabilities.

**Ngā tūtohunga  
Recommendation/s**

That the Howick Local Board:

- a) whakamihi / thank Dr Colleen Rigby and Glenn Ross for their deputation and attendance.

## 8.2 Deputation - Steve Mouldey

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

1. Bucklands Beach resident Steve Mouldey will present to the Board a deputation outlining the issue of resanding at local beaches.

**Ngā tūtohunga  
Recommendation/s**

That the Howick Local Board:

- a) whakamihi / thank Steve Mouldey for their deputation and attendance.

## 8.3 Deputation - All Hands Aotearoa

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

1. Dr. M. Waseem Soomro of All Hands Aotearoa will present to the Board a deputation outlining the work that the organisation does in the Howick rohe.

**Ngā tūtohunga  
Recommendation/s**

That the Howick Local Board:

- a) whakamihi / thank Dr. M. Waseem Soomro for their deputation and attendance.

## 9 Te Matapaki Tūmatanui | Public Forum

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

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

## 10 Ngā Pakihi Autaia | Extraordinary Business

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

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

- (a) The local authority by resolution so decides; and

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

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

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

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





## Governing Body Members' Update

File No.: CP2025/00125

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	Matt Fletcher - Democracy Advisor
Authoriser	Victoria Villaraza - Local Area Manager



## Chairperson's Report

File No.: CP2025/00130

### 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 href="#">A⇒</a>	15 May 2025, Howick Local Board: Chairperson's Report - Chair Light's Written Report	

### Ngā kaihaina Signatories

Author	Matt Fletcher - Democracy Advisor
Authoriser	Victoria Villaraza - Local Area Manager



## Marina Fitness lease expiry considerations

File No.: CP2025/07596

Item 13

### Te take mō te pūrongo

#### Purpose of the report

1. To seek a decision from the Howick Local Board on whether to renew the property lease for Marina Fitness at 1 Ara Tai Road, Half Moon Bay, or to close this centre.

### Whakarāpopototanga matua

#### Executive summary

2. Auckland Council leases the premises at 1 Ara Tai Road, Half Moon Bay, that Marina Fitness occupies.
3. Marina Fitness is the only pools and leisure facility in the Auckland Council network where the building is not owned by council. It was established on 17 August 2009.
4. The lease was extended for a period of 12 months from 17 August 2024 pending the outcome of the Section 17A Value for Money process.
5. On 1 August 2024, the Governing Body resolved to retain the current model for Pools and Leisure. This means that all the centres within the Howick Local Board area continue to be operated directly by Auckland Council.
6. Marina Fitness has 755 active members, and in the first half of financial year 2024/2025 had 29,253 visits from members and casual users.
7. Marina Fitness has a year-to-date net promoter score (NPS) of +83 and a customer satisfaction score of 97 per cent.
8. Staff presented three options for the local board's consideration at a workshop held on 10 April 2025:
  - Option one: Renew the lease for three years
  - Option two: Explore outsourcing to one of the two council service partners
  - Option three: Choose not to enter a new lease
9. Pools and Leisure now seek direction from the local board on which option to proceed with.

### Ngā tūtohunga

#### Recommendation/s

That the Howick Local Board:

- a) approves the execution of the Right of Renewal clause, thereby continuing the lease for a further three years (Option one).
- b) notes that a further three-year Right of Renewal clause remains available and may be exercised in 2028, should the local board wish to continue the lease at that time.

### Horopaki

#### Context

10. Marina Fitness is a fitness centre operated by Auckland Council. It is located at 1 Ara Tai Road, Half Moon Bay. It is the only pools and leisure centre in the network where the facility is not owned by Auckland Council.

11. While Auckland Council owns the land, the site is subleased (via Eke Panuku Development) to a third party who owns the buildings. Pools and Leisure leases the tenancy occupied by Marina Fitness.
12. Marina Fitness was established in August 2009 under the legacy Manukau City Council. At this time the Marina Precinct was being developed with shops, offices and cafes. The development presented an opportunity for council to lease premises in the Compass building and provide an additional fitness facility for the local population.
13. The nearest council fitness facilities are Lloyd Elsmore Park Pool and Leisure Centre (LEP) and Howick Leisure Centre (HLC). These centres are located at a distance of 2.8km and 3.4km respectively from Marina Fitness.
14. The larger footprints and expansive grounds of the above-mentioned centres provide ample room for growth in both membership and service offerings, both within and outside the buildings themselves. Conversely, Marina Fitness' small physical footprint and lack of outdoor space, presents some constraints for growth and the expansion of service offerings.
15. Marina Fitness, and all legacy Manukau City Council controlled fitness facilities, were united under Auckland Council management in 2010, during the amalgamation of the seven legacy councils in the Auckland region.
16. The Compass building is owned by a charitable trust, the Marina Maritime Foundation (MMF). Marina Maritime Foundation is administered by a Board of Trustees, all personally involved in the operation of the marina.
17. Since council's original lease in 2009, there have been two contract renewals with MMF. One renewal took place in 2015 and another in 2018. These renewals increased the base rental, and additional price adjustments occurred through consumer price index (CPI) and operational levy increases. As the lessee, Auckland Council covers all operational levies and utility expenses associated with its lease in the Compass building. These include water and electricity, rubbish collection, repairs and maintenance, and security expenses.
18. In 2018, the annual lease expense (excluding utilities) was \$128,400 per annum. In 2021, a five per cent capped CPI increase was applied, bringing the lease expense to \$134,820 until the contract's end in August 2024. Additionally, council pays approximately \$31,310 in annual operational levies, resulting in a total rent and levy expenditure of around \$166,130 per year from 2018 to 2024.
19. In August 2024, the landlord granted a one-year lease extension, including a five per cent CPI increase, raising the lease expense to \$141,560 (\$178,497 including operational levies). The current lease will now expire on 16 August 2025, with two further rights of renewal, each for three years. Direction from the Howick Local Board is required regarding the future of Marina Fitness.

## Tātaritanga me ngā tohutohu Analysis and advice

### Service provision

20. Marina Fitness is a stand-alone fitness centre that serves the population of the wider Half Moon Bay area, encompassing Bucklands Beach and Eastern Beach. Marina Fitness provides a boutique style, high-end service offering in a desirable location with views of the ocean. Its location, next to the ferry terminal, is convenient for some central city commuters.
21. Because of these characteristics, Marina Fitness is one of just two Auckland Council fitness facilities which fall into 'gold tier' pricing. The 'gold tier' pricing means that the fees are set higher than those for other Auckland Council facilities (the other 'gold tier' facility being Tepid Baths in Auckland city centre).
22. Marina Fitness has an active membership base of approximately 755 members. From March 2024 to February 2025, Marina Fitness has had 57,486 visits. This is up 14 per cent compared to the same period the year prior. This trend is consistent with most fitness

centres across the wider network. It is attributed to the COVID-19 rebound and concentrated membership recruitment efforts.

23. In recent weeks, there has been strong advocacy from Marina Fitness members requesting that the Marina Fitness lease be renewed. This advocacy has mostly been through emails to elected members and the Auckland Council Community Directorate.

### Customer accessibility

24. Marina Fitness is on the second story of the Marina Compass Building. It shares this floor with a physiotherapist, day spa and a medical clinic. The centre has disability access in the way of a lift and has an accessible accessway and bathroom to support wheelchairs.
25. The centre is the only fitness facility in Half Moon Bay. The nearest privately owned alternative is Anytime Fitness in Highland Park (2.5km from Marina Fitness) and Jetts Highland Park (2.6km from Marina Fitness).
26. Of the 755 members at Marina Fitness, 409 hold a membership type which enables use of all council-operated fitness and leisure centres. The remaining 346 are on a 'Gym it' or similar membership, which provides single site access.

### Options Analysis

27. Staff have identified three options for the Howick Local Board to consider and provide further direction.

#### Option one: Renew the lease for three years

28. Auckland Council currently pays an annual rent of \$141,560 + GST for the Marina Fitness lease, under the one-year renewal term commencing 17 August 2024 and ending 16 August 2025.
29. Should Council choose to exercise the first three-year right of renewal from 17 August 2025, the rent will be reviewed on that date and adjusted based on the Consumer Price Index (CPI) in accordance with the terms of the lease. Annual CPI-based rent reviews will then continue each anniversary of that date for the duration of the lease term.
30. For planning purposes, it is recommended to plan for an annual CPI adjustment of approximately 2.5%.

#### Option two: Explore outsourcing to one of the two council service partners

31. Through the Section 17A Value for Money process, both the YMCA North Incorporated and Community Leisure Management expressed an interest in operating Marina Fitness.
32. Based on the request for proposal responses, as part of the Value for Money process, outsourcing would result in an increased cost for the local board.
33. Outsourcing the centre would require engagement with both staff and their unions – the Public Service Association (PSA) and the Amalgamated Workers Union NZ (AWUNZ) – in accordance with Governing Body resolution GB/2024/107. This resolution states that no outsourcing should proceed without:
  - thorough, good faith consultation with staff and the relevant unions
  - taking account of the views of local boards as to the preferred service delivery model for their local facilities
  - clear evidence of benefits provided, such as improved provider performance, maintained quality of service delivery, and health and safety performance, that meets legislative and Poolsafe requirements.
34. Should the local board wish to consider outsourcing, members who use other centres within the local board area would be adversely impacted. They would need to purchase memberships from both Auckland Council and the operator of Marina Fitness.

### Option three: Choose not to enter a new lease

35. The local board may choose not to enter into a new lease arrangement.
36. Should the local board wish to close the service, the current budget, as set out in the current Long-term Plan (LTP), will need to be absorbed by other services within the local board area. This would equate to an estimated \$2.165 million, excluding depreciation, over the remaining years of the LTP (financial years 2026 to 2034).
37. Staff expect that some members would be retained if the service closed and would transfer to the nearby LEP or Howick centres.
38. A period of staff consultation would be required if the local board were to consider not renewing the lease.
39. Marina Fitness has an allocated full-time equivalent (FTE) of 3.46 (138.5 hours) across six staff members. Currently, the fitness centre is operating with five staff, with one 25-hour position vacant. Two Marina Fitness staff also work permanent shifts at the neighbouring council gyms of LEP and HLC.

### Options Comparison

40. The following table provides a high-level assessment of each option against shared criteria.

**Table one: Options analysis**

Option	Financial impact	Customer Impact	Strategic objectives
<b>Option 1: Renew the lease for three years</b>	✓ Within budget, expected rent increase of 3 - 5% manageable. Centre projected to run at a net profit.	✓ Retains service for 755 members, maintains high NPS and customer satisfaction.	— Maintains existing service levels but does not directly advance long-term strategic priorities.
<b>Option 2: Explore outsourcing to one of the two council service partners</b>	— Forecasted higher overall cost due to subsidies, and management fees, which may negatively impact budget.	— Service Partner and Service Model changes could impact customer experience.	✗ Conflicts with Governing Body resolution GB/2024/107 on outsourcing limitations.
<b>Option 3: Exit the lease and consolidate services at other nearby centres</b>	✗ The current LTP budget (\$2.165M for 2026-2034) must be absorbed by other local board services.	✗ Disrupts service for 755 members, some may not transition to other centres.	— No noticeable impact on strategic objectives.

### Tauākī whakaaweawe āhuarangi Climate impact statement

41. The council's climate goals as set out in Te Tāruke-ā-Tāwhiri: Auckland's Climate Plan 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.
42. This is an administrative report and has no direct effect on climate change. The proposal and the recommended option is not anticipated to have any broader climate impact.

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

43. Council's finance team have reviewed the financial statements of Marina Fitness and confirm their accuracy. Pools and Leisure have gained agreement from relevant Finance staff on the financial implications of advice given to the local board.

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

44. A workshop was held with Howick Local Board on 10 April 2025. Views were sought on the options available, and a range of valuable feedback was received.
45. Pools and Leisure were asked by the local board to provide a more detailed breakdown of financial data, which is included in this report.

### **Tauākī whakaaweawe Māori** **Māori impact statement**

46. The Pools and Leisure Māori Outcomes Diversity and Inclusion Plan – Te Pou Arahi, enables Active Communities to be responsive to Māori, by incorporating tikanga and te reo Māori into day-to-day operations, fostering relationships with mana whenua and celebrating Māori identity. This aligns with Auckland Council's Māori Wellbeing Outcomes Framework – Kia ora Tāmaki Makaurau.
47. Operation of the Marina Fitness site has not been identified as a factor that has a notable contribution to the achievement of Te Pou Arahi outcomes.

### **Ngā ritenga ā-pūtea** **Financial implications**

48. Since its inception in the 2009/2010 financial year, Marina Fitness has mostly operated at a net deficit. The centre saw strong financial performance in financial years 2017/2018 and 2018/2019, achieving a net surplus of approximately \$50,000 in both years.
49. However, financial performance declined significantly in the 2019/2020 financial year due to the impact of COVID-19. While Marina Fitness has since rebounded, membership remains eight per cent below its October 2019 peak.
50. In the 2023/2024 financial year, Marina Fitness recorded its highest net operating surplus to date, delivering a surplus of \$80,717, excluding depreciation. However, this was \$71,025 below budget, due to overspending on staff, the lease and other costs, as well as a slight revenue shortfall.
51. The table below shows the budget and recent performance of the centre.

**Table two: Budget financial years 2024/2025 and 2025/2026 revised budget as of 28 February 2025**

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GL Code	Sum of Prior Year Actual	Sum of Year to Date Actual	Sum of 2025 Budget	Sum of 2026 Budget
<b>PLA3100TR - Fees and user charges revenue</b>	<b>(510,392.65)</b>	<b>(374,814.84)</b>	<b>(572,940.28)</b>	<b>(584,818.85)</b>
30910 - Revenue - entrance fees	(57,650.97)	(46,970.14)	(34,764.68)	(35,462.01)
32410 - Revenue - membership fees	(442,867.81)	(319,261.41)	(527,518.10)	(538,478.35)
32430 - Revenue - hireage	(9,756.32)	(8,445.88)	(11,132.50)	(11,363.30)
32440 - Revenue - sales	(117.55)	(137.41)	475.00	484.81
<b>PLA3700TR - Other operating revenue</b>	<b>(1,116.94)</b>	<b>(744.63)</b>	<b>(23,882.09)</b>	<b>(30,215.99)</b>
34190 - Other revenue from activities	0	0	(23,882.09)	(30,215.99)
34980 - Revenue - other	(1,116.94)	(744.63)	0	0
<b>PLA4001TE - Staff</b>	<b>210,501.34</b>	<b>132,749.70</b>	<b>154,986.18</b>	<b>161,454.68</b>
40015 - Wages expense	149,875.11	106,579.62	148,476.78	154,686.60
40017 - Casual staff expense	5,616.27	1,534.84	0	0
40018 - Claimable staff allowances	9,291.26	6,600.00	0	0
40020 - Annual leave accrual expense	16,558.95	(1,406.37)	0	0
40030 - Overtime	26,353.53	16,166.18	0	0
40050 - Kiwi Saver expense	1,932.07	2,745.41	4,028.37	4,196.28
40070 - Accident insurance levy expense	623.65	477.85	611.73	637.20
40085 - Staff recognition (real time) FBT	0	0	140.00	140.00
40086 - Staff recognition (real time) non-FBT	52.17	0	0	0
40088 - Staff recognition (department) non-FBT	0	0	140.00	140.00
40090 - Fringe benefit taxation expense	37.37	0	0	0
40120 - Training expense	0	0	1,589.30	1,654.60
40150 - H&S training, equipment, clothing	117.48	0	0	0
40180 - Other staff expense	43.48	52.17	0	0
<b>PLA4600TE - Repairs and maintenance</b>	<b>3,579.88</b>	<b>120.00</b>	<b>1,785.57</b>	<b>1,821.23</b>
41500 - Repairs & maintenance - plant & machinery	3,356.38	120.00	0	0
41590 - Repairs and maintenance - other	223.50	0	1,785.57	1,821.23
<b>PLA4700TE - Outsourced works and services</b>	<b>25,917.80</b>	<b>16,220.10</b>	<b>35,000.01</b>	<b>47,438.46</b>
40810 - Outsourced works and services	25,917.80	16,220.10	35,000.01	47,438.46
<b>PLA4800TE - Other expenditure on activities</b>	<b>190,793.57</b>	<b>131,506.47</b>	<b>194,958.07</b>	<b>207,020.03</b>
41010 - Office supplies expense	732.68	0	0	0
41020 - Mail/courier/distribution expense	0	0	0	0
41030 - Printing/binding & photocopying expense	351.50	191.00	1,857.66	1,894.89

41210 - Property rental expense	169,261.97	117,156.88	183,618.35	187,290.70
41240 - Security expense	360.10	0	1,185.48	1,209.18
41260 - Cleaning and hygiene expense	3,600.00	1,900.00	1,552.83	1,583.89
41270 - Water expense	2,354.64	2,077.22	0	0
43600 - Car parking	0	0	0	0
43720 - Minor fixed asset purchase	341.74	0	0	0
43721 - Equipment purchases	836.03	1,124.57	463.65	472.95
44410 - Materials expense	437.39	163.80	1,080.10	1,101.71
44910 - Operating lease expense	349.50	209.50	0	0
44950 - Bank charges expense	0	4,348.90	0	0
44990 - Membership expense	1,158.60	0	0	0
45050 - Production expenses	5,820.02	875.00	0	0
45280 - Vouchers - gifts/ prizes	0	0	0	0
45290 - Other expenses on activities	5,189.40	3,459.60	5,200.00	13,466.71
<b>Grand Total</b>	<b>(80,717.00)</b>	<b>(94,963.20)</b>	<b>(210,092.54)</b>	<b>(197,300.44)</b>

52. As of February 2025, Marina Fitness has a year-to-date net profit of \$94,963.20, but is \$70,471.19 behind budget.
53. It is worth noting that the Marina Fitness Team Leader manages both Howick Leisure Centre Fitness and Marina Fitness, spending approximately 16 hours per week at Marina Fitness. However, their full salary is allocated to Howick Leisure Centre's cost centre, meaning it is not reflected in Marina Fitness' expenses.
54. It should be noted that these figures also do not consider extra expenses (corporate overheads) absorbed within other departments of Auckland Council. Departments such as Finance, People and Culture, Parks and Community Facilities, and Health and Safety.
55. Corporate overheads contribute to understanding the total costs of operating any council facilities. A general allocation of overheads is determined centrally for the purposes of preparing local board financial reporting.
56. Council's Finance team have reviewed the financial statements of Marina Fitness and confirm their accuracy. Pools and Leisure have gained agreement from relevant Finance staff on the financial implications of advice given to the local board.

## Ngā raru tūpono me ngā whakamaurutanga Risks and mitigations

57. The table below highlights identified risks and the intended mitigation proposed to off-set those risks.

Risk	Mitigation
Significant increase in lease cost, creating financial pressure and reducing the centre's viability	Ensure the lease agreement includes clearly defined rent review periods, with increases capped at CPI or another agreed-upon rate.
Decline in service demand, reducing the centre's long-term viability	Maintain regular monitoring of usage trends through accurate data tracking, reporting and

	ongoing community engagement to respond proactively to changes in demand.
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Item 13

## Ngā koringa ā-muri Next steps

58. If the Howick Local Board decides to extend the lease, council will initiate a new lease agreement with the landlord.
59. If the Howick Local Board determines not to renew the lease, council staff will need to remediate the site using available budget. The site is in good condition, the extent of changes required will likely depend on whether another fitness operator takes over the site. Remediation budget is available, within the Parks and Community Facilities Department.
60. Staff will also work closely with members to transfer memberships where applicable (noting that a large number are on multi-site memberships already).

## Ngā tāpirihanga Attachments

There are no attachments for this report.

## Ngā kaihaina Signatories

Author	Matt Nash - Head of Operations South
Authorisers	Arvid Ditchburn - General Manager Pools and Leisure Victoria Villaraza - Local Area Manager

## Deliberation on proposed changes to local dog access rules

File No.: CP2025/09001

Item 14

### Te take mō te pūrongo

#### Purpose of the report

1. To assist the Board's decision-making on whether to adopt proposed changes to local dog access rules in its local board area.

### Whakarāpopototanga matua

#### Executive summary

2. To assist the Board's decision-making on whether to adopt the proposed changes, staff have summarised public feedback and provided a structure for deliberations.
3. The proposed changes aim to respond to structural problems with the current rules (problems that place responsible dog owners, their dogs, other people, animals or property at significant risk or unreasonably restrict responsible dog owner access).
4. The Board received 365 public feedback responses on the proposed changes. This included feedback from one organisation and one late feedback after the close of the public consultation period.
5. A summary of all feedback is in Attachment D, an extract of feedback by proposal is in Attachment E and a copy of individual feedback in its original form is in Attachment F.
6. All feedback is summarised into the following topics:

Topic and description	Topic and description
• Lloyd Elsmore Park (Howick Historical Village)	• Other matters

7. Staff recommend the Board consider all public feedback on the proposed changes and then decide whether to adopt the proposed changes in accordance with its decision-making requirements. This approach will complete the statutory process the board must follow.
8. There is a reputational risk that some people or organisations who provided feedback may not feel that their views are addressed. This risk can be mitigated by the board considering all public feedback contained in this report and providing reasons for its decision.
9. Following a final decision of the Board, staff will publicly notify the decision and publish any changes as part of a regional process and install any updated signage funded by the Board. Animal management staff will provide compliance services for any changes and community facilities staff will maintain any signage, within existing budgets.

### Ngā tūtohunga

#### Recommendation/s

That the Howick Local Board:

- a) mihi / thank those people and organisations who gave feedback on the proposed changes to local dog access rules in the local board area.
- b) whakaae / accept one late feedback received within a week after the close of public consultation for consideration alongside all other public feedback received.
- c) whai / adopt the decisions contained in the deliberations table attached to this resolution in the minutes of this meeting of the local board that:
  - i) respond to the public feedback on the proposed changes
  - ii) adopt the proposed changes as publicly notified at *[insert any locations]*

- iii) adopt with amendments, the proposed changes at *[insert any locations]*
- iv) reject the proposed changes and retain the current rules at *[insert any locations]*.
- d) whai / adopt amendments to the Auckland Council Policy on Dogs 2019 contained in the comparison table below the deliberations table attached to this resolution in the minutes of this meeting of the local board that gives effect to the decisions in c), with a commencement date of 1 August 2025
- e) whakaū / confirm that the amendments to the policy in d):
  - i) are consistent with the policy, principles and criteria for deciding dog access rules in the Auckland Council Kaupapa mo ngā Kuri | Policy on Dogs 2019
  - ii) are not inconsistent with any decision in relation to region-wide dog access rules contained in the Auckland Council Kaupapa mo ngā Kuri | Policy on Dogs 2019
  - iii) are in accordance with all relevant legislative requirements, in particular the Local Government Act 2002 and Dog Control Act 1996.
- f) delegate authority through the Chief Executive to the manager responsible for the policy on dogs to make editorial changes or to correct errors or omissions to the amendments in d).
- g) allocate up to \$150 from the local board's capital budget for costs to implement the amendments in the policy in d) and request advice from Parks and Community Facilities staff to incorporate the cost as part of the 2025/2026 work programme.

## Horopaki Context

### Local dog access rules provide spaces for dogs and their owners that are safe for everyone, are adopted by local boards and enforced by council staff

- 10. The Auckland Council Kaupapa mo ngā Kuri | Policy on Dogs 2019 contains dog access rules that seek to provide a balanced use of public places for dogs and their owners that is safe for everyone. This includes people, animals, the environment and property.
- 11. The Board has delegated authority to decide dog access rules on local park, beach and foreshore areas in their local board area (GB/2012/157).
- 12. Council's Animal Management Team uses a modern regulator approach to increase voluntary compliance. This includes a focus on education through website information, signage and interactions with dog owners during patrols. Where appropriate Animal Management can issue \$300 infringement fines.

### The Board proposed changes to local dog access rules for public consultation

- 13. On 12 December 2024, the Board adopted a proposal to amend local dog access rules in the local board area contained in the Auckland Council Policy on Dogs 2019 (HW/2024/230).
- 14. The proposal arose in response to requests for changes to local dog access rules that met regulatory criteria contained in the Board's delegated authority, Policy on Dogs 2019, Dog Control Act 1996 and Local Government Act 2002 (See Attachment C)
- 15. The proposal seeks to improve rules that balance the needs of dogs, people, animals, the environment and property in public places in the local board area by amending rules at Lloyd Elsmore Park (Howick Historical Village).
- 16. Details on the current and proposed rules are contained in Attachment A.

### The proposal received 365 public feedback responses

- 17. The proposal was publicly notified for feedback from 20 January to 23 February 2025. During that period, council received 365 public feedback responses including responses from one organisation, and one late feedback response.

18. Public consultation initiatives for proposed changes to local dog access rules were combined with public consultation for proposed changes to local dog access rules in nine other local board areas and proposed changes to matters of regional significance in the Auckland Council Policy on Dogs 2019 and Dog Management Bylaw 2019.
19. The consultation initiatives had a media reach to an audience of over 3.7 million (print, online, TV, Radio) and the 'AK Have Your Say' webpage received about 29,000 visits.<sup>1</sup>
20. The Table below summarises public consultation initiatives and responses.

Public awareness initiatives
<ul style="list-style-type: none"> <li>• Notification in New Zealand Herald and local papers<sup>2</sup></li> <li>• Articles on 'Our Auckland' on <a href="#">3 December 2024</a>, <a href="#">4 December 2024</a>, <a href="#">21 January 2025</a></li> <li>• Email notification of known registered dog owners by using email or mailing address provided to council</li> <li>• Email notification to external stakeholders (e.g. SPCA)</li> <li>• Email notification to mana whenua and mataawaka</li> <li>• Appearance on radio and TV interviews<sup>3</sup></li> <li>• Information 'drop-in' sessions and 'Have Your Say' events<sup>4</sup></li> <li>• Information on the <a href="#">akhaveyoursay</a> website</li> </ul>
Public feedback opportunities
<ul style="list-style-type: none"> <li>• In writing online, by email or post from 20 January to 23 February 2025</li> <li>• In person or online at 'drop-in' sessions or at 'Have Your Say' events</li> <li>• The Howick drop-in session was on 10 February and Have Your Say event on 20 February 2025</li> <li>• Verbally by phone.</li> </ul>
Public responses
<ul style="list-style-type: none"> <li>• The local board received 365 feedback responses through the online feedback form or by email. This included one late feedback from an individual.</li> <li>• Five people attended the Howick 'Have Your Say' event. Most provided verbal as well as written feedback. For any people who did provide written feedback, staff notes were used as written feedback on their behalf.</li> </ul>

21. Attachments A to G in this report contain a deliberations table (A), proposal (B), summary of regulatory decision-making requirements (C), consultation feedback summary (D), extract of feedback by proposal (E), full copy of public feedback received online or by email, post or verbally (F), at 'drop-in' sessions and 'Have Your Say' events (G).

<sup>1</sup> The 'AK Have Your Say' webpage included proposed changes to the Dog Policy and Bylaw and local dog access rules in 10 local board areas. The website had around 29,000 visits over the consultation period, comprised of over 6000 'engaged' participants (people who completed the online survey). Overall there were also over 18,000 'informed' participants (people who downloaded a document) which included around 1700 people who downloaded the statement of proposal for proposed changes to local dog access rules).

<sup>2</sup> Franklin County News, Manukau and Papakura Courier, Central Leader, Eastern Bays Courier, North Shore Times, Rodney Times, Western Leader, The Times, Gulf News, Waiheke Weekender, Pohutukawa Coast Times

<sup>3</sup> NZTV (1 time), Media Works (11 times) and Radio NZ (10 times)

<sup>4</sup> An online drop-in session and an in-person Have Your Say event (at Town Hall) were held for proposed changes to matters of regional significance in the Dog Policy and Bylaw and plus 11 in-person drop-in sessions and ten Have Your Say sessions were held for the proposed changes to local dog access rules.

## Tātaritanga me ngā tohutohu Analysis and advice

### Public feedback is split for the proposal

22. To assist the Board in its deliberations, staff have summarised the public feedback into topics in Attachment A. This enables the Board to deliberate and record its decisions on each topic to meet statutory requirements.
23. The statutory requirements also include publishing the date, time and venue of the deliberation. This information will be on the [‘AK Have Your Say’](#) webpage, making it available for the public to attend the deliberations to observe (noting there are no speaking rights at deliberations).
24. The public feedback is split for the proposal:

Topic	Total support from local board area	Total support from people across Auckland
Proposal 1: Lloyd Elsmore Park (Howick Historical Village)	58 per cent support (64 of 110 responses) 34 per cent opposed	46 per cent support (168 of 365 responses)

### The Board must comply with regulatory decision-making requirements when considering public feedback and making a final decision

25. The Board must comply with regulatory requirements in the Local Government Act 2002, Dog Control Act 1996, Policy on Dogs 2019 and its delegated authority (See Attachment C). This includes the Board:
  - giving all public feedback due consideration with an open mind
  - being consistent with the policy, principles and criteria for making dog access rules
  - not being inconsistent with any region-wide dog access rule
  - having regard to the matters in section 10(4) of the Dog Control Act 1996
  - providing a clear record or description of the decisions.

### Tauākī whakaaweawe āhuarangi Climate impact statement

26. There are no implications for climate change arising from decisions sought in this report.

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

27. Input from relevant council teams was sought to inform the development of the proposal and the deliberations report, and those teams are aware of the impacts of any final decision and their implementation role.

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

28. Local dog access rules have a direct impact on the use of public places of local significance.
29. A total of 110 responses identifying with the local board area provided feedback on the proposed changes (Summary in Attachment D, extract of feedback by proposal in Attachment E and copy in Attachment F).
30. The Board has delegated authority to decide local dog access rules in their area. This means the Board must consider all public feedback before making a final decision.



31. Staff have summarised public feedback and provided a structure for deliberations to assist the Board in making a decision on whether to adopt the proposed changes (Attachment A).

## Tauākī whakaaweawe Māori Māori impact statement

32. Local dog access rules support whanaungatanga (vibrant communities), manaakitanga (quality of life) and kaitiakitanga (sustainable futures) in Houkura | the Independent Māori Statutory Board's [Māori Plan](#) for Tāmaki Makaurau and [Schedule of Issues of Significance](#) by helping to protect the safety of people and the environment.
33. Staff engaged with mana whenua and mataawaka during the public consultative process to ensure Māori are able to provide their views on the proposal.
34. No particular impact on mana whenua and mataawaka has been identified. Feedback from 18 individuals who identified themselves as Māori shows no marked difference to the feedback provided from people across Auckland (44 per cent supported the proposal and 50 per cent did not support the proposal).

## Ngā ritenga ā-pūtea Financial implications

35. There may be financial cost to the Board of up to \$150 (for four new signs) if the proposed change was adopted as publicly notified. The Board would need to fund the cost, most likely out of capital budgets.
36. The Board should progress this discussion with Parks and Community Facilities staff as part of the 2025/2026 work programme development budgets.

## Ngā raru tūpono me ngā whakamaurutanga Risks and mitigations

37. The following risks have been identified:

If...	Then...	Mitigation
Some people or organisations feel their feedback was not considered or addressed	There may be a reputational risk of negative public perception about the decision-making process.	The Board ensures it considers all public feedback contained in this report and records its decisions (with reasons).

## Ngā koringa ā-muri Next steps

38. Following a final decision of the Board:
- staff will publicly notify the decision and publish any changes on council's website and Auckland Council Policy on Dogs 2019 as part of a regional process that includes changes adopted by the Governing Body and other local boards
  - staff will install any updated signage funded by the Board
  - animal management staff will provide compliance services for any changes and community facilities staff will maintain any signage, within existing budgets.

## Ngā tāpirihanga Attachments

No.	Title	Page
<a href="#">A⇒</a>	Deliberation Table	

No.	Title	Page
<a href="#">B</a>	Statement of Proposal	
<a href="#">C</a>	Local board decision-making criteria	
<a href="#">D</a>	Summary of public feedback	
<a href="#">E</a>	Extract of feedback by proposal	
<a href="#">F</a>	Copy of individual feedback vol 1	
<a href="#">G</a>	Copy of individual feedback vol 2	
<a href="#">H</a>	Drop-in sessions and Have Your Say sessions feedback	

## Ngā kaihaina Signatories

Author	Olivia Zhang - Graduate Policy Advisor
Authorisers	Paul Wilson - Senior Policy Manager Louise Mason - General Manager Policy Victoria Villaraza - Local Area Manager

## Kōkiri Report - Local Board Transport Capital Fund Project and other local projects

File No.: CP2025/08945

Item 15

### Te take mō te pūrongo

#### Purpose of the report

1. The purpose of this report is to seek a decision from Howick Local Board regarding the construction of the Bradbury Road traffic calming project which is a local board capital fund project.
2. Auckland Transport is also seeking endorsement on its proposals to make pedestrian improvements at two locations - being Flat Bush School Road near Arranmore Drive and Stancombe Road near Erica Street.

### Whakarāpopototanga matua

#### Executive summary

3. Auckland Transport (AT) seeks a decision from the local board to authorise the Bradbury Road speed calming project to proceed to construction. This project is part of the Howick Local Board's transport capital fund programme (LBTCF). It has been in the workshopped several times with the local board, the most recent being 29 April 2025 where the results of the public engagement were shared.
4. Construction of this project will capitalise on the LBTCF investment so far in design and consultation and AT's advice is for the local board to authorise that this project move to detailed design and delivery.
5. Two other Auckland Transport initiated projects have finished public engagement recently being pedestrian facilities on Stancombe Road, Flat Bush and on Flat Bush School Road, Flat Bush.
6. The Flat Bush School Road (near Arranmore Drive) proposal is to install an at-grade pedestrian zebra crossing with additional safety features and a section of new footpath.
7. The Stancombe Road (near Erica Street) proposal aims to improve pedestrian safety and includes a pedestrian refuge and other features to improve safety and access to Barry Curtis Park.
8. The consultation documents and engagement results for Flat Bush School Road and Stancombe Street have been shared with the local board via email and AT are now requesting formal feedback or endorsement of the projects before they are programmed for construction.

### Ngā tūtohunga

#### Recommendation/s

That the Howick Local Board:

- a) whakamana / authorise Auckland Transport to proceed to detailed design and construction of the speed calming measures on Bradbury Road, Howick as per the plan presented to the local board on 29 April 2025 and recorded in this report.
- b) tautoko / support Auckland Transport's project to install an at-grade zebra pedestrian crossing and other safety features on Flat Bush School Road near Arranmore Drive.
- c) tautoko / support Auckland Transport's project to install improved pedestrian facilities and other safety features on Stancombe Street near Erica Street.

## Horopaki Context

9. AT manages Auckland's transport network on behalf of Auckland Council. AT's Kōkiri Agreement provides a structured annual process for local boards to engage with and influence transport projects and programmes. Every year local boards and AT work together to set 'levels of engagement' for projects and programmes that AT is delivering. This process clearly defines the board's expectations and AT's responsibilities.
10. The levels of engagement noted in the Kōkiri Agreement are derived from the International Association for Public Participation's (IAP2) doctrine, were agreed between Auckland Council and Council Controlled Organisations in 2020; and are as follows:
  - Collaborate** - 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.
  - Consult** - 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.
  - Inform** – 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.
11. Any 'Collaborate' or 'Consult' project involves local board decisions that need to be taken and recorded, this report is to provide the decisions relating to the delivery of the following local board transport capital projects:
  - Bradbury Road speed calming
12. AT notes that the Flat Bush School Road project predates the Kōkiri Agreement and at this stage is an inform.
13. The Stancombe Road proposal is marked as a consult in the local board decision report of March 2025, however as it's level of engagement is not yet confirmed and the project is in its later stages, it is marked in this report as an inform.

## Tātaritanga me ngā tohutohu

### Analysis and advice

#### Bradbury Road Speed Calming (Collaborate)

14. Local residents and the Howick Local Board asked Auckland Transport to investigate ways to make Bradbury Road safer after reports of drivers travelling above the speed limit - particularly during the morning and afternoon peaks.
15. Bradbury Road is commonly used as a shortcut to access other main roads in the area and so to improve safety for drivers and the community the proposal was to install speed cushions and side islands at five locations along the road. (See Attachment A).
16. This project has been workshopped with the local board several times, latterly being 22 August 2024 and 29 April 2025.
17. Public engagement at the inform level was undertaken in March 2025, with 598 letters being delivered.
18. The results of the public engagement were shared with the local board at April's workshop. Only four responses were received during the inform period. These, plus AT's responses are detailed below.

CONCERNS	RESPONSE
Increased pollution, noise, vibrations	Speed cushions typically provide the best balance in terms of reducing excessive speeding while <u>minimising</u> disruption. Cushion profile and construction methodology has been revised by AT to reduce vibration issues.
Displacement of traffic to adjacent roads	Unlikely due to longer detours. Post construction monitoring will be carried out if concerns are raised.
Cyclist Safety	Cushions are designed as per current standards and are considered safe. An independent audit has also been conducted, and no issues are identified.
Speed Camera as an alternative to proposed cushions	Cushions create continuous compliance and self enforcing in reducing vehicle speeds compared to speed cameras which only influence driver behavior at specific points and require consistent monitoring/enforcement/operation costs. Also, speed cameras are suitable in <u>high speed</u> environments where physical calming is not feasible.

19. The local board is now requested to authorise the Bradbury Road speed calming project to move forward to detailed design and construction.

#### Flat Bush School Road Pedestrian Improvement (Inform)

20. In March 2022, we asked the community for feedback on our plan to make it safer for pedestrians, especially school children, to cross Flat Bush School Road at the Arranmore Drive intersection.
21. Initially, we proposed a raised zebra crossing. But after reviewing our approach to speed calming and listening to community concerns the proposal was changed to an at-grade zebra crossing instead.
22. The project was consulted on again in February 2025 as an at-grade crossing with an island in the middle where pedestrians can wait safely to continue crossing the road.
23. Auckland Transport is requesting that the local board endorses or supports this important safety proposal so that it can move on to detailed design and delivery.
24. The feedback summary is included as Attachment B and the accompanying diagram as Attachment C.

#### Stancombe Road Pedestrian Improvement (Inform)

25. Auckland Transport proposes to improve safety for pedestrians along Stancombe Road, Flat Bush and improve access to Barry Curtis Park and nearby bus stops by installing and upgrading pedestrian refuge islands.
26. Although there is an existing refuge island on Stancombe Road east of Erica Road, it is underutilised by pedestrians due to its location which is further away from the pedestrian desire line and therefore it lacks connectivity.
27. A memo was sent to the local board in late February (Attachment D) and the project went to community engagement in March/April 2025.
28. No responses were received.
29. The local Board is now requested to support this project so that it can continue to detailed design and construction.

## **Tauākī whakaaweawe āhuarangi**

### **Climate impact statement**

30. 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.
31. 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**

32. The Bradbury Road speed calming project was initiated by Howick Local Board and does not impact on Council facilities.
33. The Flat Bush School Road and Stancombe Road projects are being undertaken by Auckland Transport and do not impact on Council facilities.

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

### **Local impacts and local board views**

34. The Bradbury Road speed calming project has been workshopped by Howick Local Board on 22 August 2024 and 29 April 2025. At the April 2025 workshop, local board members expressed support for the project.
35. The local community has been engaged in relation to both the Stancombe and Flat Bush School Road projects and the results have been largely positive.

## **Tauākī whakaaweawe Māori**

### **Māori impact statement**

36. 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.
37. 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>
38. In this case, no decision involves a significant decision in relation to land or a body of water so specific Māori input was not sought.

## **Ngā ritenga ā-pūtea**

### **Financial implications**

39. The Bradbury Road speed calming project does have financial implications for the local board. The allocated budget for the project is \$350,000 and the local board's transport capital fund will reduce by this amount or less (if cost savings are made).
40. The proposals to upgrade the pedestrian facilities on Flatbush School Road and Stancombe Street do not have financial implications for the local board as they will be funded by Auckland Transport.

## **Ngā raru tūpono me ngā whakamaurutanga**

### **Risks and mitigations**

41. The proposed decisions do have some risk, any construction project can be affected by a range of factors including weather, contract availability or discovery of previously un-identified factors like unmapped infrastructure.

42. AT manages risk by retaining a 10% contingency on the projects and historically there are several occasions in the organisation has used budget surpluses in other programmes to support delivery of the LBTCF. However, there is always a small risk that more money may be required from the LBTCF.

## Ngā koringa ā-muri Next steps

43. The following activities or actions are planned:
- If the Howick Local Board resolves to authorise construction of the Bradbury Road project, then the project will continue to detailed design and construction is expected to be delivered before the end of June 2025.
  - If the Howick Local Board supports the Flat Bush School Road project, then the project will continue to detailed design and construction.
  - If the Howick local board supports the Stancombe Street project then the project will continue to detailed design and construction.

## Ngā tāpirihanga Attachments

No.	Title	Page
A⇒	15 May 2025, Howick Local Board - Kōkiri Report - Local Board Transport Capital Fund Project and other local projects - Bradbury Road Speed Calming Presentation – 29 April 2025	
B⇒	15 May 2025, Howick Local Board - Kōkiri Report - Local Board Transport Capital Fund Project and other local projects - Flat Bush School Road Feedback Summary	
C⇒	15 May 2025, Howick Local Board - Kōkiri Report - Local Board Transport Capital Fund Project and other local projects - Flat Bush School Road Diagram	
D⇒	15 May 2025, Howick Local Board - Kōkiri Report - Local Board Transport Capital Fund Project and other local projects - Howick Local Board Memo dated February 2025	

## Ngā kaihaina Signatories

Author	Lorna Stewart - Elected Member Relationship Partner (AT)
Authoriser	John Gillespie - Head of Stakeholder and Community Engagement (AT)





## Endorsing Business Improvement District (BID) targeted rate grants for 2025/2026

File No.: CP2025/09087

Item 16

### Te take mō te pūrongo

#### Purpose of the report

1. To confirm Business Improvement District (BID) annual compliance against the Auckland Council BID Policy (Kaupapa Here ā-Rohe Whakapiki Pakihi) as of 10 March 2025.
2. To consider whether the local board should recommend to the Governing Body the setting of the targeted rates for the Howick Village and Business East Tamaki Business Improvement District (BID) programmes for the 2025/2026 financial year.

### Whakarāpopototanga matua

#### Executive summary

##### BID-operating business associations within the local board area

3. Business Improvement Districts (BIDs) are programmes where local business and property owners have agreed to work together to improve their business environment, encourage resilience and attract new businesses and customers.
4. The BID Policy includes a total of 23 Requirements, 19 are the direct responsibility of the BID-operating business association (BID) and inform this report. As part of the 19 Requirements, the BIDs are required to provide annual accountability reports which are due 10 March each year.
5. All BIDs need to work within the BID Policy and meet the terms of the signed three-year BID Targeted Rate Grant Agreement.
6. The BIDs must report on the use of public funds received by the BID within the local board area for the 2023/2024 financial year and compliance with the Auckland Council BID Policy (2022) as of 10 March 2025. This report helps inform council's Annual Plan and budget process to set the BID targeted rates for 2025/2026.
7. Howick Local Board has two BIDs operating in their local area:

**Table 1: BID targeted rate sought 2025/2026**

Incorporated Society Name	Proposed 2025/2026 Targeted Rate	Met BID Policy annual accountability reports
Howick Village Business Association Inc	\$211,622.94	Yes
Business East Tāmaki Inc	\$612,379.00	Yes

8. Staff recommend that the local board supports Howick Village and Business East Tāmaki Business Improvement Districts receiving their targeted rate grant for 2025/2026 set by the Governing Body.

### Ngā tūtohunga

## Recommendation/s

That the Howick Local Board:

- a) Tūtohu / recommend to the Governing Body the setting of the 2025/2026 BID targeted rates for inclusion in the 2025/2026 Annual Plan and budget for the following Business Improvement District (BID) programmes:
  - i) \$211,622.94 for Howick Village BID
  - ii) \$612,379.00 for Business East Tamaki BID

## Horopaki Context

### BID Policy and BID targeted rate grant agreement

9. Auckland Council's Business Improvement District (BID) Policy (2022) (Kaupapa Here ā-Rohe Whakapiki Pakihi includes a total of 23 Requirements, of which 19 are the direct responsibility of the BID-operating business association (BID) and inform this annual report. (Attachment A)
10. The remaining four BID Policy Requirements set out the process for establishing, expanding, and discontinuing a BID programme; and determines rating mechanisms. Those requirements are considered by local board if a BID programme is being established/expanded or stopped.
11. The BID Policy does not prescribe or measure standards for BID programme effectiveness. That is a matter for business association members to determine. Staff, therefore, cannot base recommendations on these factors, but only on the Policy's express requirements.
12. The BID Policy is supported by a BID Targeted Rate Grant Agreement, a three-year agreement signed by both Auckland Council and each BID-operating business association's executive committee. The agreement sets out the relationship between the parties, how payment will be made and that compliance with the BID Policy is mandatory. The agreement confirms the business association's independence from Auckland Council. All 51 BIDs currently have a BID Targeted Rate Grant Agreement which will finish on 30 June 2025. Staff are preparing the Agreement for signing in June 2025 for the upcoming three-year period.
13. This report to the local board focuses on the BIDs annual accountability reporting (BID Policy Requirements 9, 11 and 18) relating to public funds received by the BID for the 2023/2024 financial year. The report also confirms compliance with the 19 BID Policy Requirements that are the responsibility of the BID as of 10 March each year.
14. This report includes a copy of the individual BIDs Governance Summary documents (Attachment B and C). These documents include the full resolution detailing the amount of BID targeted rate grant approved by association members at their 2024 Annual General Meeting (AGM) for the 2025/2026 financial year. The BID Chair also agrees, by signing this document, to advise the council of any perceived or real current issues that can affect compliance with the BID Policy.

### BID Programmes

15. Local BID programmes should provide value to the collective business community by delivering a suite of economic activities that respond to local needs and opportunities and are agreed by the local business community. BID programmes also provide the opportunity to work with the council group and engage with local boards.
16. The BID programme does not replicate services provided by the council but channels the capabilities and knowledge of the private sector to improve economic outcomes and achieve common goals.

17. Each business association operating a BID programme sets the BID targeted rate grant amount at its AGM when members vote to approve a detailed income and expenditure operational budget and business plan for the following financial year.
18. Responsibility for delivery and the outcomes of the BID programme sits with the individual BID-operating business association executive committee (provision of reporting information) and members (reviewing information provided to them by the executive committee).
19. All BIDs need to be aware of the requirement to re-register by April 2026 under the updated Incorporated Societies Act 2022. All BIDs are registered incorporated societies and may need to update their constitutions to meet the new Act.

### **BID Policy refresh 2025**

20. The BID Team undertook a refresh of the BID Policy starting in October 2024. This refresh is nearing completion with the final draft of the BID Policy 2025 document going to the Governing Body meeting on 29 May.

### **Regional BID Programme Growth**

21. Grey Lynn Business Association achieved a successful BID establishment ballot in November 2024. This will see them commence as a new BID from 1 July 2025 with a BID targeted rate grant of \$320,000.
22. Takanini Business Association failed to meet the BID Policy ballot mandate and will not progress the BID establishment project to full BID status.
23. Two business associations are in the process of having their BID programmes stopped for non-compliance with the BID policy.
24. This will bring the total number of BID programmes to 50 as of 1 July 2025.
25. There are several BIDs signalling a review of their BID boundary areas and progressing towards a BID expansion over the next few years. These include Howick, Kingsland, Manurewa and Glen Eden.

### **Howick Local Board BID Targeted Rates 2025/2026**

26. Howick Local Board has two BIDs operating in their local board area. Table 2 shows the amount of targeted rate each BID had approved at their 2024 AGM for the 2025/2026 financial year and linked to the council's Annual Plan and budget 2025/2026 approval process.

**Table 2: BID targeted rate changes in 2025/2026**

<b>Incorporated Society Name</b>	<b>Proposed 2025/2026 Targeted Rate (Approved at AGM)</b>	<b>BID targeted rate grant 2024/2025</b>	<b>Proposed increase over 2024/2025</b>
Howick Village Association Inc	\$211,622.94	\$201,546.00	5%
Business East Tāmaki Inc	\$612,379.00	\$600,372.00	2%

27. 37 BIDs increased their targeted rate grant amount for 2025/2026 - between 2 per cent to 42.5 per cent - while 12 maintained the fiscal status quo.

### **Decision making**

#### Auckland Council

28. The recommendation in this report is put into effect with the Governing Body's approval of the Annual Plan and budget 2025/2026 and its setting of the 2025/2026 targeted rates.

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

#### Local Boards

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

## **Tātaritanga me ngā tohutohu** **Analysis and advice**

### **BID 2025 Accountability Reporting process overview**

31. Upon receipt of individual BID annual accountability documents, staff follow a set process that includes reviewing the documents provided by the BIDs against the BID Policy, analysing changes from the previous accountability period, and following up with BIDs on any identified issues.
32. The BID team report this year that all BIDs successfully completed their annual accountability reporting by the due date by 10 March 2025. There were no serious issues identified as part of this annual accountability review.
33. The BID Policy sets out the documents that form the annual accountability reporting documents for each BID. These documents confirm membership decision-making has taken place regarding the BID programme at the 2024 AGM. Other reporting requirements include the filing of annual financial statements with the Companies Office under the Incorporated Societies Act.
34. At the time of writing this report over 12 BIDs had completed the reregistration process with the NZ Companies Office under the Incorporated Society Act 2022.

### **Howick Local Board BIDs**

35. Using the documents and information submitted, the BID Team is satisfied that Howick Village and Business East Tamaki BIDs have sufficiently met the BID Policy Requirements and the BID Policy for setting of the BID targeted rates for 2025/2026.
36. Staff advise the local board to recommend to the Governing Body the setting of the targeted rates for 2025/2026 as set out in Table 1.

## **Tauākī whakaaweawe āhuarangi** **Climate impact statement**

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

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

38. Advocacy is a key service provided by business associations that operate a BID programme. BID-operating business associations ensure the views and ambitions of their members are provided to elected representatives and council teams, including council-controlled organisations (CCOs), on those policies, plans, programmes, and projects that impact them.
39. BIDs will continue to work across the council and at various times alongside the CCOs.

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

40. The local board's views are most frequently expressed by its appointed representative on the board of each BID-operating business association. This liaison board member (or alternates) can attend BID board meetings to ensure there is a direct link between the council and the operation of the BID programme.
41. Howick Village and Business East Tāmaki BID programmes best align with the Howick Local Board Plan 2023, Outcome: *A prosperous local economy supporting business growth and opportunity*.
42. Recommending that the Governing Body sets the targeted rates for Howick Village and Business East Tāmaki business associations means that these BID programmes will continue to be funded from targeted rates on commercial properties in their respective rohe. They will provide services in accordance with their members' priorities as stated in their strategic plans.

## Tauākī whakaaweawe Māori Māori impact statement

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

## Ngā ritenga ā-pūtea Financial implications

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

## Ngā raru tūpono me ngā whakamaurutanga Risks and mitigations

46. To sustain public trust and confidence in the council, the BID Policy sets out a balance between the independence of the BID-operating business associations and the accountability for monies collected by a public sector organisation.
47. For the council to be confident that the targeted rate grant funds provided to the BID-operating business associations are being used appropriately, it requires the BIDs to fully complete all annual accountability reporting and the 19 BID Policy Requirements that are the responsibility of the BIDs.
48. Council staff regularly monitor compliance with the BID Policy throughout the year including responding to queries and issues raised by council staff, members of the BID, the public and elected members.
49. The BID Team actively seeks out and grows relationships with council departments that interact with BID programmes to ensure a consistent approach is applied for the programme.
50. The role of the local board representative is a key link between the parties involved in the BID programme in terms of communication and feedback. Local board representatives on BID programmes are strongly encouraged to contact the BID Team if they have any queries or concerns.

51. This report is part of an active risk management programme to minimise inappropriate use of funds. It provides an annual update that the BIDs operating within the local board area are compliant with the BID Policy.

## Ngā koringa ā-muri Next steps

52. If the local board supports this report, it will recommend to the Governing Body that the BID targeted rates be set as part of the Annual Plan and budget 2025/2026.
53. After the targeted rates are approved, the council will collect the targeted rate funds effective from 1 July 2025 and distribute them in quarterly BID grant payments to the Howick Village and Business East Tāmaki BIDs.

## Ngā tāpirihanga Attachments

No.	Title	Page
<a href="#">A⇒</a>	15 May 2025, Howick Local Board - Endorsing Business Improvement District (BID) targeted rate grants for 2025/2026 - BID Policy Requirements Summary	
<a href="#">B⇒</a>	15 May 2025, Howick Local Board - Endorsing Business Improvement District (BID) targeted rate grants for 2025/2026 - Howick Village BID Governance Declaration	
<a href="#">C⇒</a>	15 May 2025, Howick Local Board - Endorsing Business Improvement District (BID) targeted rate grants for 2025/2026 - Business East Tamaki Governance Declaration	

## Ngā kaihaina Signatories

Authors	Gill Plume - BID Senior Advisor Claire Siddens - Principal Advisor
Authorisers	Alastair Cameron - Manager CCO/External Partnerships team Anna Bray - General Manager Group Strategy, Transformation and Partnerships Victoria Villaraza - Local Area Manager

## Howick Sport and Active Recreation Facilities Plan Refresh

File No.: CP2025/08939

Item 17

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

1. To adopt the Howick Sport and Active Recreation Facilities refreshed plan.

### Whakarāpopototanga matua Executive summary

2. On 20 July 2023, the Howick Local Board adopted the Customer and Community Services Work Programme for the 2023/2024 financial year [HW/2023/126]. This included a refresh of the 2015 and 2018 existing Howick Sport and Active Recreation Plan.
3. Sport and active recreation facility plans provide strategic guidance to inform local board decision-making. In addition, the plans provide strategic direction on investment, advocacy, partnerships and opportunities within the sport and recreation facility network.
4. The refresh of the Howick Sport and Active Recreation Facilities Plan outlines the current network of sport and active recreation facilities across Howick, irrespective of ownership. The plan also identifies existing and future provision challenges and needs.
5. Key outputs from the draft plan include:
  - a consolidated inventory of sport and active recreation facilities
  - themes and trends of local facility needs and issues
  - an assessment of potential impacts of demographic and infrastructure changes
  - identification of gaps in facility provision against current and future needs
  - a framework for prioritising projects/potential opportunities for further analysis and assessment
  - a prioritised list of projects/opportunities to provide clear direction to support advocacy, resource decisions.
6. On 30 August 2024, staff sought feedback on the draft Howick Sport and Active Recreation Facilities Refresh Plan.
7. The final draft Howick Sport and Active Recreation Facilities Plan 2024 Refresh was presented to the local board on 13 February 2025.
8. Staff recommend that the Howick Local Board adopt the Howick Sport and Active Recreation Facilities Plan 2024 Refresh.

### Ngā tūtohunga Recommendation/s

That the Howick Local Board:

- a) whai / adopt the Howick Sport and Active Recreation Facilities Plan 2024 Refresh included in the agenda report as Attachment A.

## Horopaki Context

9. On 20 July 2023, the Howick Local Board adopted the Customer and Community Services Work Programme for the 2023/2024 financial year [HW/2023/126]. The work programme included a refresh of the 2015 and 2018 existing Howick Sport and Active Recreation plans.
10. The Howick Sport and Active Recreation Facilities Plan was approved by Howick Local Board [HW/2015/118] in August 2015.
11. In 2018, a refresh of the Howick Sport and Active Recreation Facilities Plan was completed. The refresh included a project priority list within the Howick area, with short to long term recommendations.
12. The 2024 draft refresh of the Howick Sport and Active Recreation Facilities Plan outlines the current network of sport and active recreation facilities across Howick, irrespective of ownership. The plan also identifies existing and future provision challenges and needs.
13. Sport and recreation plans typically have a three-year lifespan before a review is advised.
14. Sport and active recreation facilities plans provide strategic guidance to inform decision-making. In addition, the plans provide strategic direction on investment, advocacy, partnerships and opportunities within the sport and recreation facility network.
15. Howick Local Board have an annual Sport and Recreation Initiatives Fund which totals \$105,000 from their operational budget. From this budget the local board in the 2023/2024 financial year allocated \$35,000 towards the Howick Sport and Recreation Plan refresh as part of the annual work programme.

## Tātaritanga me ngā tohutohu Analysis and advice

16. On 30 August 2024, staff sought feedback from the Howick Local Board on the draft Howick Sport and Active Recreation Facilities Plan 2024 Refresh.
17. The draft plan was also circulated amongst internal council staff for feedback and to fill any information gaps.
18. Staff then presented the final draft Howick Sport and Active Recreation Facilities Plan 2024 Refresh to the local board on 13 February 2025.

## Methodology

19. Information summarised in the plan was collected using a mix of web surveys, direct consultation and secondary data review methodologies.
20. This methodology provides the most efficient way to gather comprehensive data within the projects scope and budget, as well as utilising existing work already been undertaken.
21. The refreshed plan contains a wider scope of sport and active recreation facilities than detailed in the 2015 plan. This relates specifically to more recreational and social activity to reflect the changing nature of participation and engagement.
22. Out of scope facilities included those used for performing arts and 'passive recreation', such as chess clubs, darts and drama groups.
23. Key work components undertaken included secondary data research and analysis to include the following sources:
  - Auckland Council asset information, lease information and funds granted
  - Field allocations, bookings, and development work programme
  - Precinct, parks and reserves master and concept plans
  - National and regional sport and recreation facility strategies/plans



- Auckland Council and Howick Local Board strategic documents
- Howick demographic analysis and projections
- Transport and housing infrastructure analysis
- Venues-for-hire booking data
- Howick Local Board deputations
- Sport NZ Insights Tool, Facilities Planning Tool and Secondary School Sport Census
- 2015 Howick Sport and Recreation Facilities Plan and 2018 Update (SGL)
- Individual facility studies and reports (where accessible)

### Priority projects

24. The priority projects list offers an independent evaluation of prioritised local need at a single moment in time. Interpretation of the list should be supported by present-day quality advice.

### Assessment - Guiding principles

25. Priority projects identified through the community consultation phase of the plan refresh, have been assessed using four guiding principles, derived from [Increasing Aucklanders' Participation in Sport: Investment Plan 2019-2039](#). The priority projects, as noted in table one, are also supported by a series of components from [The New Zealand Sporting Facilities Framework](#):
- Equity
  - Outcome focused
  - Achievability
  - Sustainability.
26. All projects and opportunities were independently assessed using the assessment criteria developed for the local board sport and active recreation facility plans. These are outlined in detail within the plan (see Appendix B).

**Table 1: High priority projects**

Group or site	High priority project or opportunity
Flat Bush Aquatic and Leisure Centre	Aquatic Centre and Indoor Courts
Greenmount Park	Floodlights
Highbrook Park	Regional Watersports Centre
Lloyd Elsmore Community Hub	Multisport/Community Hub
Lloyd Elsmore Park	Hockey Facilities
Lloyd Elsmore Park	Indoor Courts
Lloyd Elsmore Park	Netball Courts
Ostrich Farm	Sports Fields
Ti Rakau Park	Changing room upgrades

27. A full list of priority projects can be found within the refreshed plan (Attachment A), with supporting rationale, proposed project actions and indicative costs.

## Tauākī whakaaweawe āhuarangi Climate impact statement

28. The plan is to be used as a strategic, guiding document, there are no direct implications relating to the climate by adopting the plan.
29. The plan contains a list of priority projects, of which many relate to the built environment. The built environment is one of eight priorities within [Te Tāruke-ā-Tāwhiri: Auckland's Climate Plan](#).
30. An environmental analysis should be undertaken upon progression of individual projects as part of the detailed planning stage.

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

31. The plan aims to provide high-level strategic guidance for mahi across the council group including, but not limited to, Community Wellbeing, Parks and Community Facilities, Policy and Eke Panuku.
32. To provide context, the plan contains references to data from across the council group. The plan also considers developments broader than sport and active recreation such as transport, housing and major infrastructure projects.
33. A project steering group was setup at the commencement of the development of the plan. The steering group provided a holistic lens and offered ongoing opportunities to contribute to and question the content of the plan, throughout the development process.
34. The draft plan was shared with staff across the multiple departments requesting feedback. There was support for the plan in draft form and minor amendments were made as required.

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

35. On 30 August 2024, staff sought feedback on the draft Howick Sport and Active Recreation Facilities Plan 2024 Refresh from the local board.
36. Staff then presented the final draft Howick Sport and Active Recreation Facilities Plan 2024 Refresh to the local board as an update and final feedback opportunity on 13 February 2025.

## Tauākī whakaaweawe Māori Māori impact statement

37. Auckland Council's Community Directorate Māori Engagement team was involved in internal meetings on the refresh of the plan. The Māori Engagement team provided guidance on appropriate mana whenua engagement.
38. The draft Howick Sport and Active Recreation Facilities Plan 2024 Refresh was presented in these meetings for staff feedback.
39. There is an increase forecast for the Māori population within Howick Local Board area. The adoption of the refreshed plan may therefore support Māori to be more active through play, sport and recreation.
40. There are no clear specific Māori outcome impacts when it comes to the adoption of the refreshed plan.

## Ngā ritenga ā-pūtea Financial implications

The Howick Local Board allocated \$35,000 towards the development of the Howick Sport and Recreation Plan refresh, as part of their 2023/2024 annual work programme.

41. There is however no further financial implication from adopting the Howick Sport and Active Recreation Facilities Plan refresh. Priority projects identified in the refreshed plan will require separate funding should the local board wish to implement any of the projects.
42. Howick Local Board have an annual Sport and Recreation Initiatives Fund which totals \$105,000 from their operational budget. This budget could be applied to priority projects identified in the refreshed plan.

## Ngā raru tūpono me ngā whakamaurutanga Risks and mitigations

43. There is minimal risk in the decision to adopt the refreshed Howick Sport and Active Recreation Facilities Plan. The plan will however be publicly visible online, and is therefore at risk of ongoing misinterpretation as explained below in table two.

**Table 2: Key risks and mitigations**

Risk	Mitigation
<b>Community sport stakeholders misinterpret the intent of this plan as a funding commitment by the Howick Local Board or Auckland Council</b>	The following statement has been added prior to the priority project list in order to mitigate the risk of misinterpretation:  IMPORTANT: Project prioritisation should not be interpreted as an indication of financial support on behalf of the Howick Local Board or Auckland Council.
<b>Community sport stakeholders may perceive a project to be inaccurately weighted in terms of priority</b>	All projects have been assessed by an independent panel external to the Howick Local Board and Auckland Council. Priority projects have been assessed using guiding principles derived from <a href="#">Increasing Aucklanders' Participation in Sport: Investment Plan 2019-2039</a> and supported by a series of components from <a href="#">The New Zealand Sporting Facilities Framework</a> and other guiding sector documents. The assessment criteria is included within the plan.

## Ngā koringa ā-muri Next steps

44. Staff will share the final plan with the steering group and key stakeholders within the Howick sport and recreation sector once the plan is adopted by the Howick Local Board.
45. Staff will bring recommendations to the Howick Local Board on an annual basis regarding implementation of the plan.

## Ngā tāpirihanga Attachments

No.	Title	Page
A⇒	15 May 2025, Howick Local Board - Howick Sport and Active Recreation Facilities Plan Refresh - Sport and Recreation Plan Refresh Document	

## Ngā kaihaina Signatories

Item 17

Author	Marissa Holland - Sport & Recreation Lead
Authorisers	Victoria Villaraza - Local Area Manager Nick Harris - Sport & Recreation Lead Team Leader

# Proposed community lease renewal to Bucklands and Eastern Beaches Tennis Club Incorporated at Rogers Park, 178R Clovelly Road, Bucklands Beach

File No.: CP2025/08406

Item 18

## Te take mō te pūrongo Purpose of the report

1. To seek approval from the Howick Local Board to grant a community lease renewal to Bucklands and Eastern Beaches Tennis Club Incorporated for Rogers Park, 178R Clovelly Road, Bucklands Beach.

## Whakarāpopototanga matua Executive summary

2. Bucklands and Eastern Beaches Tennis Club Incorporated seeks a community lease renewal to continue occupation and operation from a tenant-owned building located at Rogers Park, 178R Clovelly Road, Bucklands Beach.
3. Bucklands and Eastern Beaches Tennis Club currently holds the lease on the building, which will reach final expiry on 31 March 2034, and was due for renewal on 1 April 2024.
4. The lease renewal work programme item was identified and approved by the Howick Local Board as part of its Customer and Community Services: Community Leases Work Programme 2024/2025 at its 27 June 2024 local board meeting (resolution number HW/2024/96).
5. Bucklands and Eastern Beaches Tennis Club has provided all required information, including financial details, showing that it has sufficient funds and that it is being managed appropriately. Bucklands and Eastern Beaches Tennis Club has all the necessary insurance cover, including public liability insurance, in place.
6. Staff have assessed the renewal application. All conditions of the renewal have been met by Bucklands and Eastern Beaches Tennis Club Incorporated.
7. Staff undertook a site visit in October 2024 and observed that the building had average condition, fair wear and tear. All maintenance and operational costs are borne by Bucklands and Eastern Beaches Tennis Club Incorporated.
8. The lease contains a rent review clause which is applicable upon the renewal date of 1 April 2024. Staff recommend that the Howick Local Board implement a rent review of \$1300 plus GST per annum as recommended in the Community Occupancy Guidelines 2012 (updated July 2023).
9. This report recommends that a lease renewal be granted to Bucklands and Eastern Beaches Tennis Club Incorporated for the tenant-owned building located at Rogers Park, 178R Clovelly Road, Bucklands Beach.
10. If the local board decides to grant the proposed lease renewal, staff will work with the lessee to finalise the renewal document.

## Ngā tūtohunga Recommendation/s

That the Howick Local Board:

- a) Karaati / grant a lease renewal to Bucklands and Eastern Beaches Tennis Club Incorporated for an area comprising approximately 165m<sup>2</sup> located at 178R Clovelly Road, Bucklands Beach on the land legally described as Lot 198 Deposited Plan 54959 (as per Attachment A – Bucklands and Eastern Beaches Tennis Club Site Plan), subject to the following terms and conditions:
- i. term – ten years, commencing 1 April 2024, pursuant to the right of renewal in the original deed of lease,
  - ii. rent – \$1300 plus GST per annum .
- b) whakaae / approve all other terms and conditions in accordance with the Reserves Act 1977, the Auckland Council Community Occupancy Guidelines 2012 (updated July 2023) and the Auckland Council standard form community lease agreement for a lease renewal to Bucklands and Eastern Beaches Tennis Club located at 178R Clovelly Road, Bucklands Beach.
- a)

## Horopaki Context

11. Local boards have the allocated authority relating to local recreation, sport and community facilities, including community leasing matters.
12. The Howick Local Board approved the Customer and Community Services Work Programme 2024/2025 at its local board meeting on 26 June 2024 (resolution HW/2024/68).
13. The lease renewal work programme item was identified and approved by the Howick Local Board as part of its Customer and Community Services: Community Leases Work Programme 2024/2025 at its 27 June 2024 local board meeting (resolution number [HW/2024/96](#)).
14. Information regarding lessee, land, building and leases is noted in Table 1 below.

**Table 1: Information about land, building, lease and lessee**

<b>Legal description with lot and DP number</b>	Lot 198 Deposited Plan 54959
<b>Land classification</b>	Held under the Reserves Act 1977
<b>Building ownership</b>	Tenant owned
<b>Area of proposed lease</b>	165m <sup>2</sup>
<b>Current lease commenced on</b>	1/04/2014
<b>Final term of lease expires on</b>	31/03/2034
<b>Maintenance costs</b>	Borne by the lessee
<b>Activities currently being delivered from the building and benefits</b>	Tennis open days, adult social tennis, junior tennis coaching programmes,

## Tātaritanga me ngā tohutohu Analysis and advice

15. Under the Community Occupancy Guidelines 2012 (updated July 2023), if council is satisfied that a community group is meeting its objectives and fulfilling its obligations, the right of renewal can be exercised.

16. Bucklands and Eastern Beaches Tennis Club is exercising its right of renewal for Rogers Park, 178R Clovelly Road, Bucklands Beach pursuant to clause 3 in the respective deed of leases.

### Public notification and engagement

17. Public notification and iwi engagement are not required for this lease renewal.

### Assessment of the application

18. Bucklands and Eastern Beaches Tennis Club (club) has submitted a comprehensive application supporting the lease renewal request and is able to demonstrate its ability to deliver tennis activities from its premises.
19. The club has submitted evidence/results against their Community Outcomes Plan to show how they have achieved the agreed community outcomes.
20. The club has provided financial details which show that accounting records are being kept, funds are being managed appropriately, and there are sufficient funds to meet liabilities.
21. The club has all necessary insurance cover, including public liability insurance and building insurance, in place.
22. A site visit was undertaken by staff in October 2024 and a site maintenance item to include flaking door paint was discussed with the club. The club undertook ceiling leakage work and was undertaking a second-story floor renovation.
23. The club provides tennis open days for the community to play tennis for free, adult social tennis and junior tennis coaching programmes.
24. These activities promote 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.
25. The club works to uphold the spirit of Te Tiriti o Waitangi in welcoming all ethnicities, including Māori, to participate in the club's sessions.

### Tauākī whakaaweawe āhuarangi Climate impact statement

26. It is anticipated that activation of the building/park will not result in an increase in greenhouse gas emissions. The space will provide opportunity and enable people to enjoy positive, healthy lifestyles and will increase capability and connections within the local community.
27. Te Tārūke-a-Tāwhiri is Tāmaki Makaurau's climate action plan. It sets out goals to reduce greenhouse gas emissions to reach net-zero emissions by 2050 and prepare the region for the adverse impacts of climate change.
28. To improve environmental outcomes and mitigate climate change impacts, the council advocates that each 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.
29. Climate change has an unlikely potential to impact the lease, as no part of the leased area is located in a flood-sensitive or coastal inundation zone.

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

30. Council staff from within the Customer and Community Services Directorate have been consulted on the lease renewal. They are supportive of the proposed lease renewals.
31. The proposed lease renewal has no identified impact on other parts of the council group. The views of council-controlled organisations were not required for the preparation of this report's advice.

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

32. The activities delivered from the facility benefit the Howick Local Board area and its surrounding communities.
33. The assessment of the application was discussed with the local board at their workshop on 13 February 2025. The local board indicated its in-principle support of the lease proposal.
34. As assessed above, the delivered activities align and support the Howick Local Board Plan 2023.

## Tauākī whakaaweawe Māori Māori impact statement

35. 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 that these responsibilities are distinct from the Crown's Treaty obligations and fall within a local government Tāmaki Makaurau context.
36. These commitments are articulated in the council's key strategic planning documents, the Auckland Plan, the Long-term Plan 2024-2034, the Unitary Plan operative in part, individual local board plans and in Whiria Te Muka Tangata – Auckland Council's Māori Responsiveness Framework.

## Ngā ritenga ā-pūtea Financial implications

37. Staff have consulted with the Local Board Financial Advisory team of the council. No concerns were raised regarding the financial implications of the proposed lease renewal to Bucklands and Eastern Beaches Tennis Club Incorporated.
38. The recommended annual lease rate of \$1,300 will increase the annual operational funding to Howick Local Board over the lifetime of the lease.
39. Ongoing maintenance of the leased land area will be covered by the club.

## Ngā raru tūpono me ngā whakamaurutanga Risks and mitigations

40. Should the local board resolve not to grant the lease renewal, Bucklands and Eastern Beaches Tennis Club'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.

## Ngā koringa ā-muri Next steps

41. If the local board resolves to grant the proposed lease renewal, staff will work with the lessee to finalise the lease agreement in accordance with the local board decision.



## Ngā tāpirihanga Attachments

No.	Title	Page
<a href="#">A⇒</a>	15 May 2025, Howick Local Board - Proposed community lease renewal to Bucklands and Eastern Beaches Tennis Club Incorporated at Rogers Park, 178R Clovelly Road, Bucklands Beach - Community Outcomes Plan	

## Ngā kaihaina Signatories

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Authorisers	Kim O'Neill - Head of Property & Commercial Business Victoria Villaraza - Local Area Manager



# 115 Picton Street, Howick - Howick Radio Charitable Trust - lease renewal Report

File No.: CP2025/08407

Item 19

## Te take mō te pūrongo

### Purpose of the report

1. To seek approval from the Howick Local Board to grant a community lease renewal to Howick Radio Charitable Trust located at 115 Picton Street, Howick.

## Whakarāpopototanga matua

### Executive summary

2. Howick Radio Charitable Trust (the trust) seeks a community lease renewal to continue occupation and operation from a council-owned at 115 Picton Street, Howick.
3. The trust currently holds the lease on the building which will reach final expiry on 30 June 2028.
4. The renewal of this lease 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 trust aims to maximise the use of the room for activities that promote community engagement. These activities align with / 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 trust has provided all required information including financials, showing that it has sufficient funds and they it is being managed appropriately. The trust has all the necessary insurance cover, including public liability insurance, in place.
7. Staff have assessed the renewal application, and all conditions of the renewal have been met by the applicant. A site visit was undertaken in April 2024 and the facility appears to be in good condition and is well maintained.
8. The lease renewal for the group was discussed at a workshop with the local board on 13 February 2025 where the local board provided in-principle support.
9. This report recommends that a community lease renewal be granted to Howick Radio Charitable Trust for a term of 5 years commencing from 1 July 2023.
10. If the local board decides to grant the lease renewal, staff will work with the lessee to finalise the lease agreement.

## Ngā tūtohunga

### Recommendation/s

That the Howick Local Board:

- a) whakaae / grant, a community lease renewal to the Howick Radio Charitable Trust for an area comprising approximately 33m<sup>2</sup> located at 115 Picton Street, Howick on the land legally described as Part Lot 2 Deposited Plan 31428 contained in NA 15C/258 and Part Lot 3

Deposited Plan 31428 contained in NA 15C/259 held in fee simple (owned) by Auckland Council under the Local Government Act 2002 (as per Attachment A – Site plan - 115 Picton Street, Howick), subject to the following terms and conditions:

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- i) term – 5 years, commencing 1 July 2023.
  - ii) rent – \$1300.00 plus GST per annum commencing 1 July 2025.
  - iii) maintenance fee - \$250 plus GST per annum.
- b) whakaae / approve all other terms and conditions in accordance with Local Government Act 2002 and the Auckland Council Community Occupancy Guidelines 2012 (updated July 2023), and the Auckland Council standard form community lease agreement for a community lease renewal to the Howick Radio Charitable Trust for an area comprising approximately 33m<sup>2</sup> located at 115 Picton Street, Howick.

## Horopaki Context

11. Local boards have the allocated authority relating to local recreation, sport and community facilities, including community leasing matters.
12. The Howick Local Board approved the Customer and Community Services: Community Leases Work Programme 2024-2025 at their local board meeting on 27 June 2024 (resolution number HW/2024/96).
13. The renewal of this lease to Howick Radio Charitable Trust at 115 Picton Street, Howick was part of the approved work programme. This report considers the community lease renewal as approved on the work programme.

### Land, building/s and lease

14. The building is located at 115 Picton Street, Howick (refer to Attachment A Site Plan - 115 Picton Street, Howick). The land is made up of two parcels and is described as:
  - Part Lot 2 Deposited Plan 31428 comprising 678m<sup>2</sup> contained in NA 15C/258 held in fee simple (owned) by Auckland Council under the Local Government Act 2002
  - Part Lot 3 Deposited Plan 31428 comprising 678m<sup>2</sup> contained in NA 15C/259 held in fee simple (owned) by Auckland Council under the Local Government Act 2002.
15. Howick Radio Charitable Trust holds a community lease for the council owned land and building situated at 115 Picton Street, Howick.
16. Subsidised maintenance/operational costs for a council owned building are charged to the lessee.
17. The building is primarily used by the group to provide activities that promote community engagement.
18. These programmes help local radio stations with broadcasting.

### Howick Radio Charitable Trust

19. Howick Radio Charitable Trust was established in 2008 and its primary purpose is to provide community radio service in the eastern Auckland area.
20. The group has been operating from 115 Picton Street, Howick since July 2018. Over the years the building has been modified and improved by the Trust.
21. The trust's current community lease with the council commenced on 1 July 2018 and will finally expire on the 30 June 2028. The lease to the group is holding 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

### Assessment of the application

22. The trust has submitted a comprehensive application supporting the new lease request and is able to demonstrate its ability to deliver community engagement services.
23. The area proposed to be leased to Howick Radio Charitable Trust consists of approximately 33m<sup>2</sup> and is outlined in Attachment A – Site plan - 115 Picton Street, Howick.
24. The trust has provided financials which show that accounting records are being kept, funds are being managed appropriately and there are sufficient funds to meet liabilities.
25. The trust has all necessary insurance cover, including public liability insurance, in place.
26. A site visit has been undertaken by staff and the facility is well managed and appears to be well maintained.
27. The group provides a valuable service to the local community by providing a local information service and community educational and access programs.
28. 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.
29. Staff recommend that a community lease renewal be granted to Howick Radio Charitable Trust for a term of 5 years commencing from 1 July 2023.

### Tauākī whakaaweawe āhuarangi Climate impact statement

30. It is anticipated that activation of the building/park will not result in an increase of greenhouse gas emission. A shared workspace/community space will however decrease overall energy use, as users will not consume energy at individual workspaces. The shared space will provide opportunity and enable people to enjoy positive healthy lifestyles and will increase capability and connections within local community.
31. To improve environmental outcomes and mitigate climate change impacts, the council advocates that the lease holder:
  - 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
32. Asset improvements and maintenance undertaken by the council will strive for maximum re-use and recycling of existing material. This will be in alignment with the waste management hierarchy (prevention, reduction, recycle) to ensure minimum impact on greenhouse gas emission.
33. All measures taken are aimed at meeting council's climate goals, as set out in Te Tāruke-ā-Tāwhiri: Auckland's Climate Plan, which are:
  - to reduce greenhouse gas emissions to reach net zero emissions by 2050 and
  - to prepare the region for the adverse impacts of climate change.
34. Climate change has an unlikely potential to impact the lease, as no part of the leased area is in a flood-sensitive or coastal inundation zone.

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

35. Council staff from within the Customer and Community Services Directorate (Parks and Community Facilities Operational Management and Maintenance and Community Delivery) have been consulted. No concerns with the proposed lease renewal were raised.

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

36. The proposed lease will benefit the community by enabling initiatives that promote broadcasting, radio and information for the local board area and its surrounding communities.
37. The assessment of the application was discussed with the local board at their workshop on 13 February 2025. The local board indicated its in principle support of the lease proposal.
38. The delivered activities align 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.

## Tauākī whakaaweawe Māori Māori impact statement

39. 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.
40. 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.
41. Community leasing aims to increase Māori wellbeing through targeted support for Māori community development projects.
42. 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

43. Staff have consulted with the Financial Strategy and Planning department of the council.
44. Should the Howick Local Board grant these leases the consequential rent revenue associated with the community lease would be available to the local board.
45. No concerns were raised regarding the financial implications for the lease renewal to Howick Radio Charitable Trust for the building.
46. Local board operational funding will continue to cover operational costs for this asset, including building insurance, overheads incurred, and maintenance costs, however an appropriate amount will be charged to the lessee to recover the direct costs of providing the leased premises.

## Ngā raru tūpono me ngā whakamaurutanga Risks and mitigations

47. Should the local board resolve not to grant the proposed community lease to Howick Radio Charitable Trust at 115 Picton Street, Howick 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 outcome/s .

## Ngā koringa ā-muri Next steps

48. If the local board resolves to the grant the proposed lease renewal, staff will work with the lessee to finalise the lease agreement in accordance with the local board decision.

## Ngā tāpirihanga Attachments

No.	Title	Page
A⇒	15 May 2024, Howick Local Board - 115 Picton Street, Howick - Howick Radio Charitable Trust - lease renewal Report - Site Plan	

## Ngā kaihaina Signatories

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





# Proposed new community leases to The Scouts Association of New Zealand at Howick Recreation Centre, 563R Pakuranga Road, Howick; and The Bucklands Beach Bowling Club Incorporated at Morrow Avenue Reserve, 19R Morrow Avenue, Bucklands Beach

File No.: CP2025/08408

Item 20

## Te take mō te pūrongo Purpose of the report

1. To seek approval from the Howick Local Board to grant new community leases to:
  - a) the Scouts Association of New Zealand for Howick Recreation Centre located at 563R Pakuranga Road, Howick
  - b) the Bucklands Beach Bowling Club Incorporated for Morrow Avenue Reserve located at 19R Morrow Avenue, Bucklands Beach

## Whakarāpopototanga matua Executive summary

2. The council has received new lease applications from the Scouts Association of New Zealand for Howick Recreation Centre located at 563R Pakuranga Road, Howick, and the Bucklands Beach Bowling Club Incorporated for Morrow Avenue Reserve located at 19R Morrow Avenue, Bucklands Beach. Site plans are attached to the report (Attachments A and C).
3. The leases were identified and approved by the Howick Local Board as part of the Customer and Community Services Work Programme 2024-2025 at their 27 June 2024 local board meeting (resolution number [HW/2024/96](#)).
4. The Scouts Association of New Zealand held the ground lease which commenced on 1 March 1998 and has reached final expiry on 28 February 2013. The Bucklands Beach Bowling Club Incorporated held the ground lease which commenced on the 1 October 2002 and has reached final expiry on 31 March 2014. Both leases are holding over on a month-by-month basis on same terms and conditions until terminated or a new lease is granted.
5. As these are tenant-owned buildings, each group has an automatic right to re-apply for new lease at the end of their final occupancy term.
6. Each group has provided all required information, including financial details, showing that they have sufficient funds that they are being managed appropriately. The groups have all the necessary insurance cover, including public liability insurance, in place.
7. Site visits were undertaken in February 2025 and the facilities appear to be in good condition and are well maintained. All maintenance and operational costs for each facility are borne by the groups.
8. Iwi engagement is required and took place in March 2025. No objections have been received.
9. The proposed new community leases to the Scouts Association of New Zealand for the land at Salisbury Reserve and the Bucklands Beach Bowling Club Incorporated for the land at Morrow Avenue Reserve were publicly notified. The notification appeared in the Eastern Courier newspaper on 12 March 2025 and the Auckland Council website with a submission

deadline for 9 April 2025. No submissions or objections from public notification were received.

10. Community Outcomes Plans have been negotiated with each group (attachment B and D) and will be attached to the respective leases.
11. This report recommends that new community leases be granted to:
  - a) the Scouts Association of New Zealand for a term of 10 years commencing from 1 June 2025 with one 10 years right of renewal
  - b) the Bucklands Beach Bowling Club Incorporated for a term of 5 years commencing from 1 June 2025 with one 5 years right of renewal.
12. If the local board decides to grant the proposed new leases, staff will work with the lessees to finalise the lease agreements.

## Ngā tūtohunga Recommendation/s

That the Howick Local Board:

- a) whakaae / grant a new community lease to the Scouts Association of New Zealand for an area comprising approximately 149m<sup>2</sup> located at 563R Pakuranga Road, Howick on the land legally described as Section 1 SO 62911 (as per Attachment A – Site Plan - Howick Recreation Centre, 563R Pakuranga Road, Howick), subject to the following terms and conditions:
  - i) term – 10 years, commencing 1 June 2025, with one 10 years right of renewal
  - ii) rent – \$1300.00 plus GST per annum
  - iii) Community Outcomes Plan - to be appended to the lease as a schedule of the lease agreement (as per Attachment B – Community Outcomes Plan).
- b) whakaae / grant a new community lease to the Bucklands Beach Bowling Club Incorporated for an area comprising approximately 4792m<sup>2</sup> located at 19R Morrow Avenue, Bucklands Beach on the land legally described as LOT 107 DP 17870 (as per Attachment C – Site Plan - Morrow Avenue Reserve located at 19R Morrow Avenue, Bucklands Beach subject to the following terms and conditions:
  - i) term – 5 years, commencing 1 June 2025, with one 5 years right of renewal
  - ii) rent – \$1300.00 plus GST per annum
  - iii) Community Outcomes Plan - to be appended to the lease as a schedule of the lease agreement (as per Attachment D – Community Outcomes Plan).
- c) whakaae / approve all other terms and conditions in accordance with the Reserves Act 1977 and the Auckland Council Community Occupancy Guidelines 2012 (updated July 2023), and the Auckland Council standard form community lease agreement for both proposed new leases to the Scouts Association of New Zealand at 563R Pakuranga Road, Howick, and the Bucklands Beach Bowling Club Incorporated at 19R Morrow Avenue, Bucklands Beach.
- d) tuhi ā-taipitopito / note that public notification and / or iwi engagement (if applicable) for Auckland Council's intention to grant new community leases to Scouts Association of New Zealand located at Howick Recreation Centre, 563R Pakuranga Road, Howick, and the Bucklands Beach Bowling Club Incorporated located at Morrow Avenue Reserve, 19R Morrow Avenue, Bucklands Beach has been undertaken in March, and no objections were received.  
  
tuhi ā-taipitopito / note that no objections to the notified proposal of the new community leases to the Scouts Association of New Zealand at 563R Pakuranga Road, Howick, and the

Bucklands Beach Bowling Club Incorporated at 19R Morrow Avenue, Bucklands Beach were received.

## Horopaki Context

13. Local boards have the allocated authority relating to local recreation, sport and community facilities, including community leasing matters.
14. The Howick Local Board approved the Customer and Community Services Work Programme 2024-2025 at their local board meeting on 27 June 2024 (resolution number [HW/2024/96](#)).
15. The proposed new leases to the Scouts Association of New Zealand at Howick Recreation Centre, 563R Pakuranga Road, Howick, and the Bucklands Beach Bowling Club Incorporated at Morrow Avenue Reserve, 19R Morrow Avenue, Bucklands Beach are part of the approved work programme.
16. Detailed information regarding each lessee, land, building and leases is noted in table 1 below.

**Table 1: Information about land, building, lease and lessee.**

	Howick Recreation Centre	Morrow Avenue Reserve
Street address and suburb	563R Pakuranga Road, Howick	19R Morrow Avenue, Bucklands Beach
Legal description with lot and DP number	Section 1 SO 62911	LOT 107 DP 17870
Land classification	classified local purpose (community buildings) reserve	classified Recreation Reserve
Building ownership	Tenant-owned	Tenant-owned
Name of community group	The Scouts Association of New Zealand	The Bucklands Beach Bowling Club Incorporated
Area of proposed lease	149 square meters (approximately)	4792 square meters (approximately)
Current lease commenced on	1 March 1998	1 October 2002
Final term of lease expired on	expired on 28 February 2013 and currently holding over on a month-by-month basis on the same terms and conditions until terminated or a new lease is formalised	expired on 31 March 2014 and currently holding over on a month-by-month basis on the same terms and conditions until terminated or a new lease is formalised
Maintenance costs	borne by the lessee	borne by the lessee
Activities currently being delivered from the	Scout activities	Bowling

building and benefits		
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## Tātaritanga me ngā tohutohu Analysis and advice

17. Under the Community Occupancy Guidelines 2012 (updated July 2023), groups that own their own buildings have an automatic right to re-apply for a new lease at the end of their occupancy term.
18. Both groups own their buildings and are exercising this right by applying for new leases. The local board has discretion to vary the term of a lease if it wishes.

### Public notification and engagement

19. As there is no current operative and adopted reserve management plan, public notification is required under the Reserves Act 1977.
20. The proposed new community leases to the the Scouts Association of New Zealand for land at Howick Recreation Centre and the Bucklands Beach Bowling Club Incorporated for land at Morrow Avenue Reserve were publicly notified. The notifications appeared in the Eastern Courier on 12 March 2025 and the Auckland Council website's Have Your Say webpage with submission deadlines for 9 April 2025.
21. The cost of the public notifications was met by the Parks and Community Facilities department of the council.
22. No submissions or objections to the notified proposals were received.

### Assessment of the applications

#### The Scouts Association of New Zealand (group)

23. The group has submitted a comprehensive application supporting the new lease request and is able to demonstrate its ability to deliver scout services.
24. The area proposed to be leased to the Scouts Association of New Zealand consists of approximately 149m<sup>2</sup> and is outlined in Attachment A – Site Plan - Howick Recreation Centre, 563R Pakuranga Road, Howick.
25. The group has provided financial details which show that accounting records are being kept, funds are being managed appropriately and there are sufficient funds to meet liabilities.
26. The group has all necessary insurance cover, including public liability insurance, in place.
27. A site visit has been undertaken by staff and the facility is well managed and maintained. All management and operational costs are funded by the group.
28. The group provides a valuable service to the local community by enabling kids and teenagers to take responsibility through scouting activities and making its facility available for hire to help and support initiatives and activities within the local community, sport clubs and community organisations.

#### The Bucklands Beach Bowling Club Incorporated (club)

29. The club has submitted a comprehensive application supporting the lease request and is able to demonstrate its ability to deliver bowling services.
30. The area proposed to be leased to the Bucklands Beach Bowling Club Incorporated consists of approximately 4792m<sup>2</sup> and is outlined in Attachment C – Site Plan - Morrow Avenue Reserve located at 19R Morrow Avenue, Bucklands Beach.

31. The club has provided financial details which show that accounting records are being kept, funds are being managed appropriately and there are sufficient funds to meet liabilities.
32. The club has all necessary insurance cover, including public liability insurance, in place.
33. A site visit has been undertaken by staff and the facility is well managed and maintained. All management and operational costs are funded by the club. The club has also undertaken upgrades and maintenance of the bowling greens and will be upgrading the bowling shades).
34. The group provides a valuable service to the local community by providing lawn bowls to the community.

#### Outcome plans and occupancy agreements

35. Community Outcomes Plans for each proposed lease have been drafted. These will identify and include the benefits each lease will provide to the community and will be attached as a schedule to corresponding lease agreements. Both Community Outcomes Plans are attached to the report as attachment B and D.
36. 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 each lease agreement if approved by the local board.
37. Staff recommend that the proposed new community leases be granted to the Scouts Association of New Zealand, and the Bucklands Beach Bowling Club Incorporated as per recommendations.

#### Tauākī whakaaweawe āhuarangi Climate impact statement

38. Te Taruke-a-Tawhiri is Tāmaki Makaurau's climate action plan. It sets out goals to reduce greenhouse gas emissions to reach net zero emissions by 2050 and prepare the region for the adverse impacts of climate change.
39. It is anticipated that activation of the building/park will not result in an increase of greenhouse gas emission. However, a shared workspace/community space will decrease overall energy use as users will not consume energy at individual workspaces. The shared space will provide opportunity and enable people to enjoy positive healthy lifestyles and will increase capability and connections within local community.
40. To improve environmental outcomes and mitigate climate change impacts, the council advocates that each lease holder:
  - 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.
41. Climate change has an unlikely potential to impact the proposed leases, as no part of leased areas are located in a flood-sensitive or coastal inundation zone.

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

42. Council staff from within the Customer and Community Services Directorate (Parks and Community Facilities Operational Management, Maintenance and Active Recreation and Community Delivery) have been consulted. No concerns on the proposed new leases were raised.

43. The proposed new leases have no identified impact on other parts of the council group. The views of council-controlled organisations were not required for the preparation of this report's advice.

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

44. The proposed new leases will benefit the community by enabling initiatives that promote scouts and bowling activities that will be delivered from each reserve for the Howick Local Board area and its surrounding communities.
45. The assessments of the applications were discussed with the Howick Local Board at a workshop on 13 February 2025. The local board indicated its in-principle support of the proposed new leases.
46. The delivered activities align 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.

## Tauākī whakaaweawe Māori Māori impact statement

47. Iwi engagement about the council's intention to grant new community leases for Howick Recreation Centre, 563R Pakuranga Road, Howick and Morrow Avenue Reserve was undertaken in March with the sixteen iwi groups identified as having an interest in land in the Howick Local Board area.
- The engagement involved an email to all iwi identified as having an interest in the area. The email contained detailed information about the land, the lessees and the lease proposal as per Section 4 of the Conservation Act 1987.
48. No objections or requests for hui or kaitiaki site visits received from the iwi and mana whenua groups who responded.
49. The lessees have agreed, via Community Outcomes Plans, to deliver Māori Outcomes that reflect their local community as per Attachment B and D of this report. The leases will benefit Māori and the wider community through health and well-being for bowling activities and values, culture and traditions through scouting activities.
50. 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.
51. These commitments are articulated in the council's key strategic planning documents the Auckland Plan, the Long-term Plan 2024-2034, the Unitary Plan operative in part, individual local board plans and in Whiria Te Muka Tangata – Auckland Council's Māori Responsiveness Framework.
52. Community leasing aims to increase Māori wellbeing through targeted support for Māori community development projects.
53. 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

54. Staff have consulted with the Financial Strategy and Planning department of the council.
55. Should the Howick Local Board grant these leases, the consequential rent revenue associated with the community lease would be available to the local board.
56. No other concerns were raised regarding the financial implications for the proposed new leases to the Scouts Association of New Zealand for land and the Bucklands Beach Bowling Club Incorporated for land.
57. Ongoing maintenance of the assets including operational costs will be covered by the lessees.

## Ngā raru tūpono me ngā whakamaurutanga Risks and mitigations

58. Should the local board resolve not to grant the proposed community leases, the groups' 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.
59. The proposed new leases will afford the groups security of tenure, enabling them to attend to the scheduled maintenance of their facility. Should the buildings become unoccupied, there is a risk associated with the lack of maintenance and possible improvements. Auckland Council will be liable for the asset/s regardless of whether budget is allocated to or identified for maintenance and renewals.

## Ngā koringa ā-muri Next steps

60. If the local board resolves to the grant the proposed new community leases, staff will work with the lessees to finalise each lease agreement in accordance with the local board decision.

## Ngā tāpirihanga Attachments

No.	Title	Page
<a href="#">A⇒</a>	15 May 2025, Howick Local Board - Proposed new community leases to The Scouts Association of New Zealand at Howick Recreation Centre, 563R Pakuranga Road, Howick; and The Bucklands Beach Bowling Club - BBBC COP	
<a href="#">B⇒</a>	15 May 2025, Howick Local Board - Proposed new community leases to The Scouts Association of New Zealand at Howick Recreation Centre, 563R Pakuranga Road, Howick; and The Bucklands Beach Bowling Club - BBBC Site Plan	
<a href="#">C⇒</a>	15 May 2025, Howick Local Board - Proposed new community leases to The Scouts Association of New Zealand at Howick Recreation Centre, 563R Pakuranga Road, Howick; and The Bucklands Beach Bowling Club - 563R Site Plan	
<a href="#">D⇒</a>	15 May 2025, Howick Local Board - Proposed new community leases to The Scouts Association of New Zealand at Howick Recreation Centre, 563R Pakuranga Road, Howick; and The Bucklands Beach Bowling Club - Scouts COP	

## Ngā kaihaina Signatories

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

Item 20



# Proposed new community lease and landowner approval to Bucklands Beach Association Football Club Incorporated at William Green Domain, 600 Pakuranga Road, Highland Park

File No.: CP2025/08797

Item 21

## Te take mō te pūrongo Purpose of the report

1. For the Howick Local Board to grant the following leases:
  - a) A new community lease and landowner approval to Bucklands Beach Association Football Club Incorporated for William Green Domain located at 600 Pakuranga Road, Highland Park.

## Whakarāpopototanga matua Executive summary

2. The council has received a new lease application from Bucklands Beach Association Football Club Incorporated for William Green Domain located at 600 Pakuranga Road, Highland Park. A site plan is attached to the report (attachment A).
3. The lease was identified and approved by the Howick Local Board as part of the Customer and Community Services Work Programme 2024/2025 at its 27 June 2024 local board meeting (resolution HW/2024/96).
4. The group has provided all required information including financial details, showing that they have sufficient funds that is being managed appropriately. The group has all the necessary insurance cover, including public liability insurance, in place.
5. Bucklands Beach Association Football Club Incorporated's shed already exists. All maintenance and operational costs for the facility is borne by the group.
6. The proposed new community lease to Bucklands Beach Association Football Club Incorporated was both publicly notified. The notification appeared in the New Zealand Herald newspaper in February 2025 and on the Auckland Council website with a submission deadline of 9 March 2025. No submissions or objections from the public notification were received.
7. Iwi engagement is required and took place in March 2025. No objections have been received.
8. A Community Outcomes Plan has been negotiated with the group (attachment B).
9. This report recommends that a new community lease be granted to as follows:
  - a) new community lease, Bucklands Beach Association Football Club Incorporated, for a term of 10 years commencing from 1 June 2025 with one - 10 year right of renewal.
10. The report also recommends the granting of a landowner approval to the group.
11. If the local board decides to grant the proposed new lease, staff will work with the lessee to finalise the lease agreement.

## Ngā tūtohunga Recommendation/s

That the Howick Local Board:

- a) karaati / grant a new community lease to the Bucklands Beach Association Football Club Incorporated for an area comprising approximately 14.64m<sup>2</sup> located at 600 Pakuranga Road, Highland Park on the land legally described as Allotment 67 Section 1 Small Farms Near Howick held in RT 935765 (as per Attachment A – Bucklands Beach Association Football Club Incorporated shed site plan), subject to the following terms and conditions:
  - i) term – commencing 1 June 2025 to 14 July 2034, with one 10 years right of renewal, final expiry 14 July 2044
  - ii) rent – \$1300 plus GST per annum
  - iii) Community Outcomes Plan - to be appended to the lease as a schedule of the lease agreement (as per Attachment B – Bucklands Beach Association Football Club Incorporated Community Outcomes Plan).
- b) karaati / grant landowner approval to Bucklands Beach Association Football Club Incorporated to enable storage for equipment used to provide football activities.
- c) whakaae / approve all other terms and conditions in accordance with the Reserves Act 1977 and the Auckland Council Community Occupancy Guidelines 2012 (Updated July 2023), and the Auckland Council standard form community lease agreement.
- d) tuhi ā-taipitopito / note that iwi engagement (if applicable) for Auckland Council’s intention to grant a new community lease to Bucklands Beach Association Football Club Incorporated located at 600 Pakuranga Road, Highland Park has been undertaken in March 2025, and no objections were received.
- e) tuhi ā-taipitopito / note that no objections to the notified proposal of the new community leases to Bucklands Beach Association Football Club Incorporated at 600 Pakuranga Road, Highland Park Pakuranga were received.

## Horopaki Context

- 12. Local boards have the allocated authority relating to local recreation, sport and community facilities, including community leasing matters.
- 13. The Howick Local Board approved the Customer and Community Services Work Programme 2024/2025 at its 27 June 2024 local board meeting (resolution number [HW/2024/96](#)).
- 14. The proposed new lease to Bucklands Beach Association Football Club Incorporated at 600 Pakuranga Road, Highland Park is part of the approved work programme.
- 15. Detailed information regarding the lessee, land, building and lease is noted in Table 1 below.

**Table 1: Information about land, building, lease and lessee.**

	William Green Domain
Street address and suburb	600 Pakuranga Road, Highland Park
Legal description with lot and DP number	Allotment 67 Section 1 Small Farms Near Howick, comprises 2.7316ha held in RT 935765
Land classification	Recreation reserve
Building ownership	Group owned

Name of community group	Bucklands Beach Association Football Club Incorporated
Area of proposed lease	9 square meters (approximate)
Maintenance costs	Borne by the lessee
Benefits from the building	Storage for equipment used to provide football activities
Other local groups being supported by lessee / utilising the facility (Tip: either use this row in table or write in the body of the report.)	

## Tātaritanga me ngā tohutohu Analysis and advice

### Public notification and engagement

16. As there is no current operative and adopted reserve management plan, public notification is required under the Reserves Act 1977.
17. The proposed new community lease to the Bucklands Beach Association Football Club Incorporated at William Green Domain was publicly notified. The notification appeared in the Eastern Courier on 12 March 2025 and the Auckland Council website's Have Your Say webpage, with submission deadlines for March 2025.
18. The cost of the public notification was met by the Parks and Community Facilities department of the council.
19. No submissions or objections to the notified proposals were received.

### Assessment of the applications

#### Bucklands Beach Association Football Club Incorporated (club)

20. The club has submitted a comprehensive application supporting the lease request and is able to demonstrate its ability to deliver football coaching and playing experiences for all ages.
21. The area proposed to be leased to the club consists of approximately 14.64 m<sup>2</sup> and is outlined in Attachment A – Bucklands Beach Association Football Club Incorporated at William Green Domain.
22. The club has provided financial details which show that accounting records are being kept, funds are being managed appropriately and there are sufficient funds to meet liabilities.
23. The club has all necessary insurance cover, including public liability insurance, in place.
24. A site visit has been undertaken by staff. All management and operational costs will be funded by the club.
25. The group provides a valuable service to the local community by providing football training to the benefit of the local community.

### Outcome plans and occupancy agreements

26. A Community Outcomes Plan has been drafted. It will identify and include the benefits the lease will provide to the community and will be attached as a schedule to the lease agreement. The Community Outcomes Plan is attached to the report as attachment B.
27. Auckland Council's Community Occupancy Guidelines 2012 (updated July 2023) sets out the requirements for community occupancy agreements.
28. Staff recommend that the proposed new community lease be granted to Bucklands Beach Association Football Club Incorporated as per recommendations.

### Landowner approval

29. The proposal is for an existing shed placed on the western side of the fields in William Green Domain, between the fields and Bucklands Beach Road.
30. The shed measures 2400mm x 3600mm and is lockable. It will be used to store balls, bibs, mini goals and cones during the winter season.
31. William Green Domain is a classified recreation reserve, subject to the provisions of the Reserves Act 1977 and vested in Auckland Council in trust for recreation purposes.
32. The proposal aligns with the Howick Local Board Plan 2023 and assists in achieving the objectives "Parks and open spaces support a wide variety of recreational activities" and "Sports and recreational opportunities respond to the needs of our communities".
33. There are no overlays, development restrictions or sites of significance to Māori that would be affected by this proposal.

### Tauākī whakaaweawe āhuarangi Climate impact statement

34. Te Tāruke-a-Tāwhiri is Tāmaki Makaurau's climate action plan. It sets out goals to reduce greenhouse gas emissions to reach net-zero emissions by 2050 and prepare the region for the adverse impacts of climate change.
35. 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.
36. Climate change has an unlikely potential to impact the proposed leases, as no part of the leased areas is located in a flood-sensitive or coastal inundation zone.

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

37. The following council staff have been consulted on the proposal for the existing shed in William Green Domain. No objections to the existing shed have been received:
  - Parks and Places Specialist, Parks and Community Facilities
  - Facilities Manager, Parks and Community Facilities
  - Senior Maintenance Delivery Coordinator, Parks and Community Facilities.
38. The Parks and Places Specialist supports the proposal.
39. Operations staff support the proposal, but the facilities manager has also raised concerns regarding the stability of the structure, flying debris during a high wind event and existing advertising on the side of the structure.

40. The proposed new lease has no identified impact on other parts of the council group. The views of council-controlled organisations were not required for the preparation of this report's advice.
41. The following council staff have been consulted on the proposal for the storage container in Lloyd Elsmore Park. No objections to the existing shed have been received:
  - Parks and Places Specialist, Parks and Community Facilities
  - Facilities Manager, Parks and Community Facilities
  - Senior Project Manager, Parks and Community Facilities.
  - Manager Area Operations, Parks and Community Facilities
42. Auckland Council's Parks and Facilities specialists have raised no issues in relation to the proposal, provided the club maintains the container in a safe and presentable condition and avoids causing any damage to grassed areas.
43. The proposed new lease has no identified impact on other parts of the council group. The views of council-controlled organisations were not required for the preparation of this report's advice.

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

44. The proposed new lease will benefit the community by enabling initiatives that promote football from William Green Domain, providing benefits of football training, social skills and exercise.
45. The assessment of the application was discussed with the Howick Local Board at a workshop on 13 February 2025. The local board indicated its in-principle support of the proposed new leases.
46. The delivered activities align with the Howick Local Board Plan 2023 outcome and objective:  
Table 2: 2023 Howick Local Board Plan outcome and objective

Outcome	Objective
Outcome: Community	Community facilities, spaces and activities enable people to participate, learn and grow

## Tauākī whakaaweawe Māori Māori impact statement

47. 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 that these responsibilities are distinct from the Crown's Treaty obligations and fall within a local government Tāmaki Makaurau context.
48. These commitments are articulated in the council's key strategic planning documents the Auckland Plan, the Long-term Plan, the Unitary Plan operative in part, individual local board plans and in Whiria Te Muka Tangata – Auckland Council's Māori Responsiveness Framework.
49. 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.

50. Iwi engagement about the council's intention to grant new community leases for William Green Domain was undertaken in February 2025, with the sixteen iwi groups identified as having an interest in land in the Howick Local Board area.
51. The engagement involved an email to all iwi identified as having an interest in the area, containing detailed information about the land, the lessees and the lease proposal, as per Section 4 of the Conservation Act 1987.
52. No objections or requests for hui or kaitiaki site visits were received from the iwi and mana whenua groups who responded.
53. The lessees have agreed, via Community Outcomes Plans, to deliver Māori Outcomes that reflect their local community as per Attachment B of this report. The leases will benefit Māori and the wider community through specific benefits to Māori (education, health and well-being through participation in football).

### Ngā ritenga ā-pūtea Financial implications

54. 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 \$1300 plus GST per annum effective from 1 July 2023.
55. 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.
56. 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.
57. Staff have consulted with the Local Board Financial Advisory team of the council. No concerns were raised regarding the financial implications of the proposed new lease to the group.
58. Ongoing maintenance of the assets, including operational costs, will be covered by the lessees.

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

59. Should the local board resolve not to grant the proposed community lease, the groups' 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 outcome.
60. The proposed new lease will afford the groups security of tenure, enabling them to apply for funding, obtain the facility/asset to enable them to provide their respective services and attend to the scheduled maintenance of their leased areas.

### Ngā koringa ā-muri Next steps

61. If the local board resolves to grant the proposed new community lease and landowner approvals, staff will work with the lessees to finalise in accordance with the local board decision.

## Ngā tāpirihanga Attachments

No.	Title	Page
<a href="#">A⇒</a>	15 May 2025, Howick Local Board - Proposed new community lease and landowner approval to Bucklands Beach Association Football Club Incorporated at William Green Domain, 600 Pakuranga Road, Highland Park - Site Plan	
<a href="#">B⇒</a>	15 May 2025, Howick Local Board - Proposed new community lease and landowner approval to Bucklands Beach Association Football Club Incorporated at William Green Domain, 600 Pakuranga Road, Highland Park - Community Outcomes Plan	

## Ngā kaihaina Signatories

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





# Proposed new community lease, agreement to lease and landowner approval to East Skate Club Incorporated at Lloyd Elsmore Park, Highland Park 2R Bells Road, Pakuranga

File No.: CP2025/08887

Item 22

## Te take mō te pūrongo Purpose of the report

1. For the Howick Local Board to grant the following leases:
  - a) A new community lease, agreement to Lease and landowner approvals to East Skate Club Incorporated for Lloyd Elsmore Park located at 2R Bells Road, Pakuranga.

## Whakarāpopototanga matua Executive summary

2. The council has received a new lease application from East Skate Club Incorporated for Lloyd Elsmore Park located at 2R Bells Road, Pakuranga. A site plan is attached to the report (attachment A).
3. The community lease and agreement to Lease were identified and approved by the Howick Local Board as part of the Customer and Community Services Work Programme 2024/2025 at its 27 June 2024 local board meeting (resolution [HW/2024/96](#)).
4. The group has provided all required information including financial details, showing that they have sufficient funds that is being managed appropriately. The groups have all the necessary insurance cover, including public liability insurance, in place.
5. The proposed new community leases to East Skate Club Incorporated were both publicly notified. The notifications appeared in the New Zealand Herald newspaper in February 2025 and on the Auckland Council website with a submission deadline of 9 March 2025,. No submissions or objections from the public notification were received.
6. Iwi engagement is required and took place in February 2025. No objections have been received.
7. A Community Outcomes Plans has been negotiated with the group (attachments B) and will be attached to the respective lease.
8. This report recommends that new community leases be granted to as follows:
  - a) new community lease to East Skate Club Incorporated for a term of two years with one - two year right of renewal.
  - b) agreement to lease with subsequent community leases.
9. The report also recommends the granting of landowner approvals to the group.
10. If the local board decides to grant the proposed new leases, staff will work with the lessees to finalise the lease agreements.

## Ngā tūtohunga Recommendation/s

That the Howick Local Board:

- a) karaati / grant a new community lease to the East Skate Club Incorporated for an area comprising approximately 14.04 m<sup>2</sup> at 2R Bells Road, Pakuranga on the land legally

described as Lot 8 Deposited Plan 21711 and LOT 1 DP 33134 (as per Attachment B – East Skate Club Incorporated site plan), subject to the following terms and conditions:

- i) term – initial term of two years commencing from 1 June 2025, plus one, two-year right of renewal
  - ii) rent – \$1,300 plus GST per annum
  - iii) Community Outcomes Plan - to be appended to the lease as a schedule of the lease agreement (as per Attachment B– East Skate Club Incorporated Community Outcomes Plan).
- b) whakaae / approve under the Reserves Act 1977 an agreement to lease to the East Skate Club Incorporated for 200 m<sup>2</sup> (more or less) of land at 2R Bells Road, Pakuranga of land legally described as Lot 8 Deposited Plan 21711 and LOT 1 DP 33134 and are held by Auckland Council as classified recreation reserve subject to the Reserves Act 1977 and under the Local Government Act 2002 respectively, (as per Attachment B – East Skate Club Incorporated site plan) on the following terms:

Permitted Use	Skateboarding
Location	The skatebowl is to be developed on the north-east side of the existing skatepark area.
Prior to commencement of any works	<ul style="list-style-type: none"> <li>a. The final design plans are to be approved by the Howick Local Board</li> <li>b. The East Skate Club Incorporated to secure full funding to complete the skatebowl prior to commencing any construction</li> <li>c. The East Skate Club Incorporated to obtain all necessary consents (including under the Building Act 2004, RMA 1991, and any subsequent legislation)</li> <li>d. The East Skate Club Incorporated to complete the skatebowl within five years of the date of the resolution.</li> </ul>

- c) whakaae / approve, subject to completion of the skatebowl and fulfilment of all conditions of the agreement to lease, a community lease to East Skate Club Incorporated for 200 m<sup>2</sup> (more or less) of land at 2R Bells Road, Pakuranga of land legally described as Lot 8 Deposited Plan 21711 and LOT 1 DP 33134 and held by Auckland Council as classified recreation reserve subject to the Reserves Act 1977 and under the Local Government Act 2002 respectively, (as per Attachment B – East Skate Club Incorporated site plan) on the following terms:

Permitted use	skateboarding
Term	<ul style="list-style-type: none"> <li>a. initial term of two years</li> <li>b. one two-year right of renewal</li> </ul>
Rent	<ul style="list-style-type: none"> <li>c. Rent \$1300 plus GST p.a</li> <li>d. The rent is to be reviewed annually in line with the Community Occupancy Guidelines.</li> </ul>
	<ul style="list-style-type: none"> <li>e. Agreed Community Outcomes Plan to be appended to the lease.</li> <li>f. All other terms and conditions to be in accordance with the Reserves Act 1977, the Auckland Council Community Occupancy Guidelines 2012 (Updated July 2023), and the</li> </ul>

	Auckland Council standard form community lease agreement.
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- d) karaati / grant landowner approval to East Skate Club Incorporated to enable the skatebowl and provide storage for equipment used for skateboard activities, subject to the following conditions:
  - i) that East Skate Club provide Parks and Community Facilities and the Howick Local Board with a copy of the final design for the skatebowl for approval before commencing works on council land.
  - ii) all works should be undertaken in accordance with the standard landowner approval conditions for construction works on council land.
- e) whakaae / approve all other terms and conditions in accordance with the Reserves Act 1977 and Local Government Act 2002 the Auckland Council Community Occupancy Guidelines 2012 (Updated July 2023), and the Auckland Council standard form community lease agreement, for both new leases above.
- f) tuhi ā-taipitopito / note that public notification and iwi engagement for Auckland Council’s intention to grant new community leases to East Skate Club Incorporated located at 2R Bells Road, Pakuranga has been undertaken in February 2025 respectively, and no objections were received.
- g) tuhi ā-taipitopito / note that no objections to the notified proposal of the new community leases to East Skate Club Incorporated at 2R Bells Road, Pakuranga were received.

## Horopaki Context

11. Local boards have the allocated authority relating to local recreation, sport and community facilities, including community leasing matters.
12. The Howick Local Board approved the Customer and Community Services Work Programme 2024/2025 at its 27 June 2024 local board meeting (resolution number [HW/2024/96](#)).
13. The proposed new leases to East Skate Club Incorporated at 2R Bells Road, Pakuranga are part of the approved work programme.
14. Detailed information regarding the lessee, land, building and leases is noted in Table 1 below.

**Table 1: Information about land, building, lease and lessee.**

	Lloyd Elsmore Park
Street address and suburb	2R Bells Road, Pakuranga
Legal description with lot and DP number	Lot 8 DP 21711 and LOT 1 DP 33134
Land classification	Recreation reserve and Local Government
Building ownership	Group-owned
Name of community group	East Skate Club Incorporated

Area of proposed lease	New lease At 14.04 square meters (approximate) skatebowl
Maintenance costs	Borne by the lessee
Benefits from the building	Storage for equipment used to provide skateboard activities
Other local groups being supported by lessee / utilising the facility (Tip: either use this row in table or write in the body of the report.)	Locals and/or skateboarders in general

## Tātaritanga me ngā tohutohu Analysis and advice

### Public notification and engagement

15. As there is no current operative and adopted reserve management plan, public notification is required under the Reserves Act 1977.
16. The proposed new community leases to the East Skate Club Incorporated at Lloyd Elsmore Park were publicly notified. The notification appeared in the Eastern Courier on 12 March 2025 and the Auckland Council website's Have Your Say webpage, with submission deadlines for 9 April 2025.
17. The cost of the public notifications was met by the Parks and Community Facilities department of the council.
18. No submissions or objections to the notified proposals were received.

### Assessment of the applications

#### East Skate Club Incorporated (club)

19. The Community Occupancy Guidelines guides that for the approval of exclusive use of open space, a group must demonstrate a need. The group has provided data on this need.
20. The club has submitted a comprehensive application supporting the lease request and is able to demonstrate its ability to deliver skateboarding services.
21. The area proposed to be leased to the club consists of approximately 14.04 m<sup>2</sup> and 228m<sup>2</sup> is outlined in Attachment A – East Skate Club Incorporated at Lloyd Elsmore Park.
22. The club has provided financial details which show that accounting records are being kept, funds are being managed appropriately, and there are sufficient funds to meet liabilities.
23. The club has all necessary insurance cover, including public liability insurance, in place.
24. A site visit has been undertaken by staff. All management and operational costs will be funded by the club.
25. The group provides a valuable service to the local community by providing skateboarding lessons and competitions, structured programming at the skatepark, including events, training, and coaching.

### Outcome plans and occupancy agreements

26. Community Outcomes Plans for the proposed lease have been drafted. These will identify and include the benefits each lease will provide to the community and will be attached as a schedule to corresponding lease agreements. A Community Outcomes Plan is attached to the report as attachment B.
27. 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 each lease agreement if approved by the local board.
28. Staff recommend that the proposed new community leases be granted to East Skate Club Incorporated as per recommendations.

### Landowner approval

29. The club proposes to install a 20ft shipping container behind the existing skate ramp at Lloyd Elsmore Park and to construct a skatebowl.
30. The container will be used to store skate ramp equipment for use by skateboarders and scooterists, along with helmets, safety pads and maintenance equipment.
31. The club have an existing storage area within the Bike Hub Containers at Lloyd Elsmore Park, but this provides only limited storage and requires members to carry heavy ramps approximately 100m to the skate bowl.
32. The club holds skating events such as skate clinics at Lloyd Elsmore Park and would prefer to have easy access to skate equipment and maintenance tools to ensure easier access for repair work.
33. The club also intends to construct a skate bowl within the 228m<sup>2</sup> lease area. At the time of preparing this report, the skate bowl is at concept design stage. Council staff are in principle supportive of the proposed skate bowl on the condition that the club submit final design plans to the Howick Local Board and Auckland Council for final approval before the commencement of works.
34. The affected sections of Lloyd Elsmore Park are legally described as LOT 1 DP 33134 and LOT 8 DP 21711, respectively. Lot 1 DP 33134 is held by Auckland Council under the Local Government Act 2002, while LOT 8 DP 21711 is a classified recreation reserve, subject to the provisions of the Reserves Act 1977 and vested in Auckland Council in trust for recreation purposes.
35. The proposal aligns with the Howick Local Board Plan 2023 and assists in achieving the objectives "Parks and open spaces support a wide variety of recreational activities" and "Sports and recreational opportunities respond to the needs of our communities".
36. There are no overlays, development restrictions or sites of significance to Māori that would be affected by this proposal.

### Tauākī whakaaweawe āhuarangi

#### Climate impact statement

37. Te Tāruke-a-Tāwhiri is Tāmaki Makaurau's climate action plan. It sets out goals to reduce greenhouse gas emissions to reach net-zero emissions by 2050 and prepare the region for the adverse impacts of climate change.
38. To improve environmental outcomes and mitigate climate change impacts, the council advocates that each 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.

39. Climate change has an unlikely potential to impact the proposed leases, as no part of the leased areas is located in a flood-sensitive or coastal inundation zone.

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

40. Council staff from within the Community Directorate (Sport and Recreation, Area Operations, Community Delivery) have been consulted on the East Skate proposals. Staff are supportive of the proposed new lease and Agreement to Lease.
41. The proposed new leases have no identified impact on other parts of the council group. The views of council-controlled organisations were not required for the preparation of this report's advice.
42. The following council staff have been consulted on the proposal for the storage container in Lloyd Elsmore Park. No objections to the existing shed have been received:
- Parks and Places Specialist, Parks and Community Facilities
  - Facilities Manager, Parks and Community Facilities
  - Senior Project Manager, Parks and Community Facilities.
  - Manager Area Operations, Parks and Community Facilities
43. Auckland Council's Parks and Facilities specialists have raised no issues in relation to the proposal, provided the club maintains the container in a safe and presentable condition and avoids causing any damage to grassed areas.
44. The proposed new leases have no identified impact on other parts of the council group. The views of council-controlled organisations were not required for the preparation of this report's advice.

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

45. The proposed new leases will benefit the community by enabling initiatives that promote skateboarding from Lloyd Elsmore Park, providing benefits of, skateboarding, social skills and exercise.
46. The assessments of the applications were discussed with the Howick Local Board at a workshop on 13 February 2025. The local board indicated its in-principle support of the proposed new leases.
47. The delivered activities align with the Howick Local Board Plan 2023 outcome and objective:

Table 2: 2023 Howick Local Board Plan outcome and objective

Outcome	Objective
Outcome: Community	Community facilities, spaces and activities enable people to participate, learn and grow

### Tauākī whakaaweawe Māori Māori impact statement

48. 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 that these responsibilities are distinct from the Crown's Treaty obligations and fall within a local government Tāmaki Makaurau context.

49. These commitments are articulated in the council's key strategic planning documents the Auckland Plan, the Long-term Plan, the Unitary Plan operative in part, individual local board plans and in Whiria Te Muka Tangata – Auckland Council's Māori Responsiveness Framework.
50. 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.
51. Iwi engagement about the council's intention to grant new community leases for Lloyd Elsmore Park was undertaken in February 2025, with the sixteen iwi groups identified as having an interest in land in the Howick Local Board area.
52. The engagement involved an email to all iwi identified as having an interest in the area, containing detailed information about the land, the lessees and the lease proposal, as per Section 4 of the Conservation Act 1987.
53. No objections or requests for hui or kaitiaki site visits were received from the iwi and mana whenua groups who responded.
54. The lessees have agreed, via Community Outcomes Plans, to deliver Māori Outcomes that reflect their local community as per Attachment B of this report. The leases will benefit Māori and the wider community through specific benefits to Māori (education, health and well-being through participation in football and skateboarding).

## Ngā ritenga ā-pūtea Financial implications

55. 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 \$1300 plus GST per annum effective from 1 July 2023.
56. 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.
57. 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.
58. Staff have consulted with the Local Board Financial Advisory team of the council. No concerns were raised regarding the financial implications of the proposed new leases to the group.
59. Ongoing maintenance of the assets, including operational costs, will be covered by the lessees.

## Ngā raru tūpono me ngā whakamaurutanga Risks and mitigations

60. Should the local board resolve not to grant the proposed community leases, the groups' 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 outcome.
61. The proposed new leases will afford the groups security of tenure, enabling them to apply for funding, obtain the facility/asset to enable them to provide their respective services and attend to the scheduled maintenance of their leased areas.
62. The group has been unsuccessful in the current round of Auckland Council Sport and Recreation Facility Investment Grant. The group will reapply in a few months when the Grant reopens. Additionally, the club will apply for the next Lottery Community Facilities funding round in June 2025. The club had already completed the application, but was awaiting consents.

## Ngā koringa ā-muri Next steps

63. If the local board resolves to grant the proposed new community leases, staff will work with the lessees to finalise each lease agreement in accordance with the local board decision.

## Ngā tāpirihanga Attachments

Item 22

No.	Title	Page
A⇒	15 May 2025, Howick Local Board - Proposed new community lease, agreement to lease and landowner approval to East Skate Club Incorporated at Lloyd Elsmore Park, Highland Park 2R Bells Road, Pakuranga - Site Plan	
B	15 May 2025, Howick Local Board - Proposed new community lease, agreement to lease and landowner approval to East Skate Club Incorporated at Lloyd Elsmore Park, Highland Park 2R Bells Road, Pakuranga – Community Outcomes Plan ( <i>Under Separate Cover</i> )	

## Ngā kaihaina Signatories

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



# Auckland Council's Performance Report: Howick Local Board for Quarter Three 2024/2025

File No.: CP2025/08273

## Te take mō te pūrongo

### Purpose of the report

1. To receive the Howick Local Board's integrated quarterly performance report for quarter three, 1 January to 31 March 2025.

## Whakarāpopototanga matua

### Executive summary

2. This report includes financial performance, progress against work programmes, key challenges the board should be aware of and any risks to delivery against the 2024/2025 work programme.
3. The work programme is produced annually and aligns with Howick Local Board Plan outcomes.
4. The key activity updates from this quarter are:
  - #187- Operational grant to Howick Historical Village – the HHV held successful events, worked collaboratively with local historians, and hosted a visit from international academics.
  - #192 - Fund Uxbridge Community Charitable Trust to operate Uxbridge Arts and Culture – Uxbridge had a busy and successful quarter, with several successful, well-attended performances.
  - #197 – Healthy Howick: Building resilience – Council staff worked with mana whenua and local marae to match the refreshed Plan with the needs of the Howick rohe.
  - #205 - Local implementation of Ngā Hapori Momoho (Thriving Communities strategic action plan) – Howick Local Board – Council staff worked extensively with community groups, youth and businesses to host events and provide opportunities for people in the Howick Local Board area.
  - #574 – Pest Free Howick Ward – Pest Free Howick have hosted nine community events in Q3 alone, including engagement with mana whenua and with young people.
  - #3825 – Howick – Play Advocacy – the Howick Play Plan was successful finalised during Q3 and is set to be adopted by the Board during Q4 in April 2025.
5. All operating departments with agreed work programmes have provided a quarterly update against their work programme delivery. Activities are reported with a status of green (on track), amber (some risk or issues, which are being managed) or grey (cancelled, deferred or merged). There are no activities with a red status this quarter. The following activities are reported with a status of grey (deferred or cancelled):
  - #212 - Stockade Hill and Mainstreet Lights – as noted previously in the Q2 report. the 2024 Stockade Hill and Mainstreet Lights Christmas festival was cancelled.
  - #2873 - Legacy Rates Grants – Howick – this fund has been discontinued.
  - #4220 - Nixon Park - Howick Bowling Club Inc. lease - this lease has been deferred.
  - #4227 - Tiraumea Reserve- Pakuranga Outrigger Canoe Club and or Portage Crossing Canoe (waka ama Club) potential Licence to Occupy - this lease has been deferred.

6. Additional Funding Allocation – Current Financial Year

A total of \$180,010 has been identified as funding available for allocation towards initiatives which can be delivered by 30 June 2025. This total comprises the following components:

- \$170,000 – Kauri Kids (Early Childhood Centre) revenue – unplanned revenue generated through the decisions of the local board to enter into a commercial lease arrangement.
- \$5,010 – Legacy rates grants Howick (#2873) discontinued – funding associated with a grants programme which is no longer active
- \$5,000 – Play Plan underspend (Line #3825)

**Recommended Allocation of Additional Funding**

Staff have identified the following work programme lines in the local board's current work programme which have capacity to deliver in 2024/2025 with additional funding. It is recommended that the local board allocates the available funds to the following initiatives:

- #3860 – Howick Village BID: Investigate Broadening the BID Area – \$10,000
- #204 – Howick Youth Council – \$15,000
- #198 – Howick Youth: Facility and Programmes – \$120,000

**Ngā tūtohunga  
Recommendation/s**

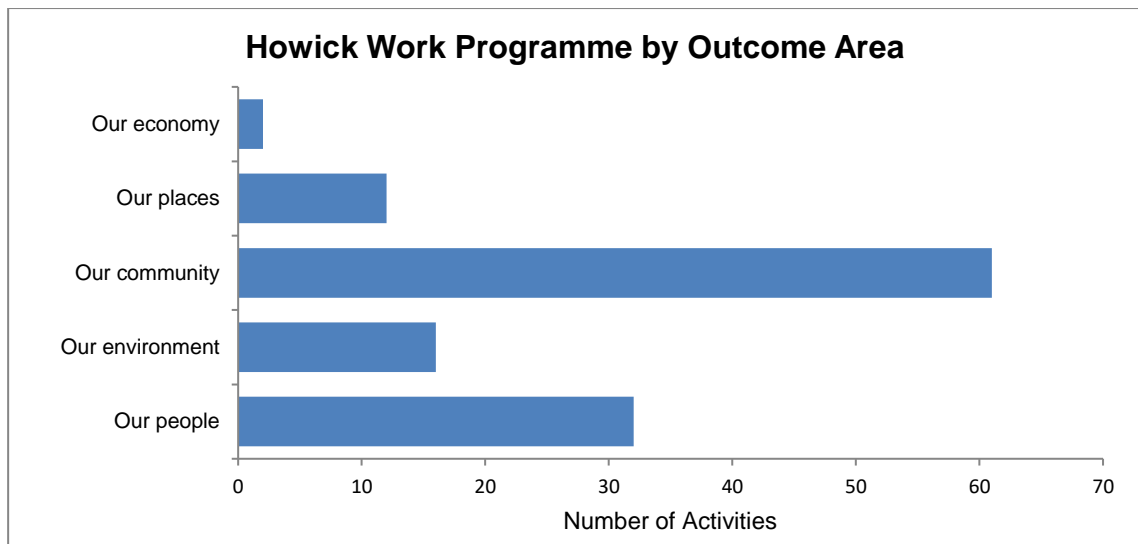
That the Howick Local Board:

- a) whiwhi / receive the integrated performance report for quarter three ending 31 March 2025.
- a) whakaae / approve reallocation of \$145,000 from Kauri Kids revenue, Legacy rates grants and play plan underspend to the following initiatives:
  - i) #3860 – Howick Village BID: Investigate Broadening the BID Area – \$10,000
  - ii) #204 – Howick Youth Council – \$15,000
  - iii) #198 – Howick Youth: Facility and Programmes – \$120,000

**Horopaki  
Context**

7. The Howick Local Board has an approved 2024/2025 work programme for the following:
  - Customer and Community Services
  - Local Environmental
  - External Partnerships
  - Plans and Places
  - Auckland Emergency Management
8. The graph below shows how the work programme activities meet Local Board Plan outcomes. Activities that are not part of the approved work programme but contribute towards the local board outcomes, such as advocacy by the local board, are not captured in this graph.

*Graph 1: Work programme activities by outcome*

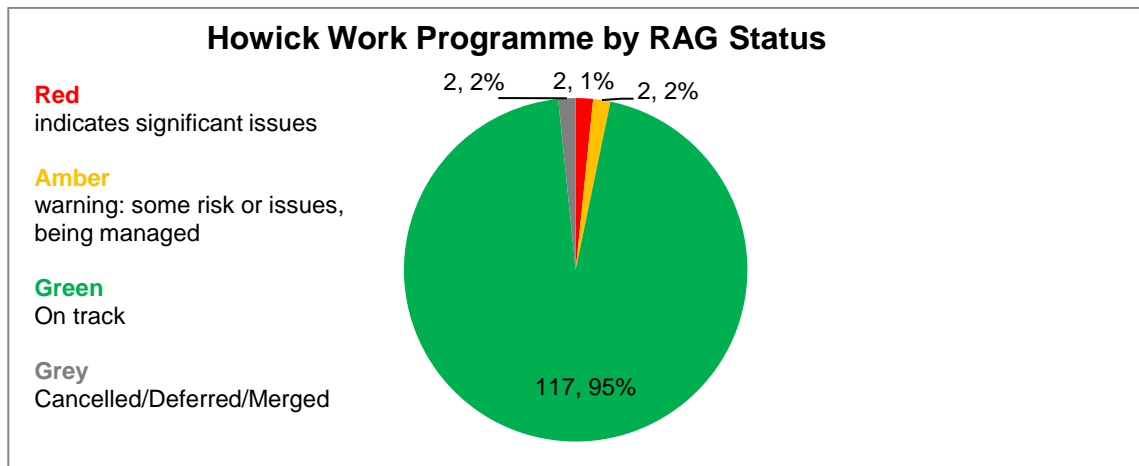


## Tātaritanga me ngā tohutohu Analysis and advice

### Local Board Work Programme Snapshot

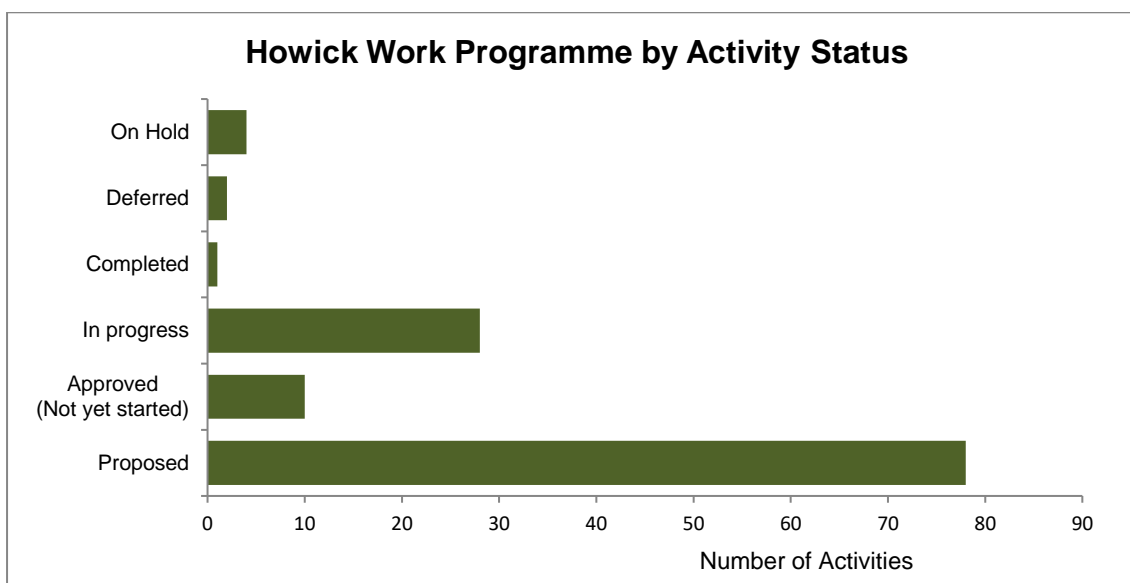
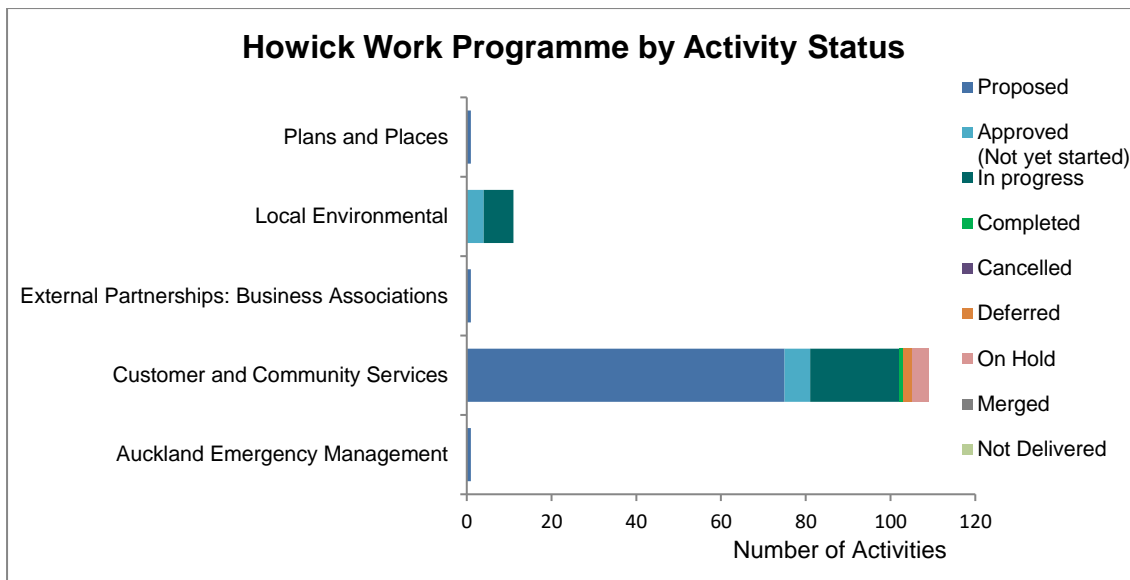
9. The graph below identifies work programme activity by RAG status (red, amber, green and grey) which measures the performance of the activity. It shows the percentage of work programme activities that are on track (green), in progress but with issues that are being managed (amber), activities that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

Graph 2: Work programme performance by RAG status



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

Graphs 3 and 4: Work programme performance by activity status and department



## Key activity updates from quarter three

11. The following work programme lines had significant developments in Q2 2024/25:

- #187 - Operational grant to Howick Historical Village – the HHV commemorated its 45th anniversary during Q3 with a new display on the history and development of the Village. They also held its first Lunar New year concert, collaborated with a local filmmaker on a new documentary on the history of Whitford, and hosted a visit from the College of William and Mary Winter from Virginia, United States.
- #192 - Fund Uxbridge Community Charitable Trust to operate Uxbridge Arts and Culture – Uxbridge had a busy and successful quarter, with several successful, well-attended performances.
- #197 – Healthy Howick: Building resilience – Council staff worked with Te Tahawai Marae in Edgewater and supported the Pataka Kai Programme to better fit to the refreshed version of the Healthy Howick Plan – and respond to the tangible needs of residents in need. Staff also worked with Auckland Emergency Management and businesses to scope the opportunities to raise community awareness of resilience.
- #205 - Local implementation of Ngā Hapori Momoho (Thriving Communities strategic action plan) – Howick Local Board – Council staff worked extensively with the

Neighbourhood Support Activator in Planning the Safety Day scheduled for May 2025; this also connected them to organisations such as Barnados and Botany Library. They also connected Youth Project NZ with Business East Tamaki and the Howick Youth Council in their collaborative efforts to provide volunteer and upskilling opportunities for young people. Staff also connected the Auckland Business Chamber with the Youth Council.

- #574 – Pest Free Howick Ward – Pest Free Howick have hosted nine community events in Q3 alone, engaging 151 participants. Highlights include the Mangemangeroa Bat Walks and the Whimbrel Reserve event, co-hosted with Otara Waterways and Lake Trust. The group continues to strengthen its relationship with Ngāi Tai ki Tāmaki through regular visits to Te Naupata Reserve and discussions on future collaborations.
- #3825 – Howick – Play Advocacy – the Howick Play Plan was successfully finalised during Q3 and is set to be adopted by the Board during Q4 in April 2025. Delivery is underway for the FY25 projects and includes supporting play provision at Pakuranga Library, installing tree swings, play support for a Safer Communities Day, play support for two Howick Local Board community houses, and potentially the funding of a Sidelines Play Box for a sports club.

12. An amount of \$180,010 has been identified as funding available for allocation towards initiatives which can be delivered this financial year. This amount is made up of three components:

- \$170,000 – Kauri Kids (Early Childhood Centre) revenue – unplanned revenue generated through the decisions of the local board to enter into a commercial lease arrangement.
- \$5,010 – Legacy rates grants Howick (#2873) discontinued – funding associated with a grants programme which is no longer active
- \$5,000 – Play Plan underspend (Line #3825)

Staff have identified the following work programme lines in the local board's current work programme which have capacity to deliver this financial year with additional funding. It is recommended that the local board allocates the available funds to the following initiatives:

- #3860 – Howick Village BID: Investigate Broadening the BID Area – \$10,000
- #204 – Howick Youth Council – \$15,000
- #198 – Howick Youth: Facility and Programmes – \$120,000

## Changes to the local board work programme

### Deferred activities

13. These activities are deferred from the current work programme into future years:

- #4220 - Nixon Park - Howick Bowling Club Inc. lease - this lease has been deferred to undertake local board priority – namely the landowner approval application with lease of additional premises to Howick Sailing Club.
- #4227 - Tiraumea Reserve- Pakuranga Outrigger Canoe Club and or Portage Crossing Canoe (waka ama Club) potential Licence to Occupy - this lease has been deferred to undertake local board priority – namely the landowner approval application with lease of additional premises for Fencibles United and Bucklands Beach Football Club.

### Cancelled activities

14. No activities were cancelled this quarter<sup>1</sup>

### Tauākī whakaaweawe āhuarangi Climate impact statement

15. Receiving performance monitoring reports will not result in any identifiable changes to greenhouse gas emissions.
16. Work programmes were approved in June 2024 and delivery is already underway. Should significant changes to any projects be required, climate impacts will be assessed as part of the relevant reporting requirements.
17. The local board is currently investing in a number of sustainability projects, which aim to build awareness around individual carbon emissions, and changing behaviour at a local level. These include:
- #575: Howick Schools Sustainable Communities project: In Q3, the Howick waste minimisation coordinator distributed funds to six Howick schools: Ormiston Primary, Mission Heights Junior College, Our Lady Star of the Sea Primary, Howick Primary, Cockle Bay School, and Sancta Maria Primary. These schools are focused on minimising their waste this quarter. Their final action this year will be to conduct a follow-up waste audit.
  - #955: Howick Ecological restoration contract: Work for Q3 included phase 3 of the rat control programme plus pest plant control in the High Value Ecopolygons of Murphy's Bush, Point View Reserve and La Roche Bush.

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

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

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

19. This report informs the Howick Local Board of the performance for quarter three ending 31 March 2025.

### Tauākī whakaaweawe Māori Māori impact statement

20. The local board has a number of work programme lines with a direct Māori outcome focus. These include:
- #199 - Howick – Māori Engagement: Improving responsiveness to local Māori – this line involves working with Mana whenua and Matawaaka to identify aspirations and priorities for local Māori and opportunities to run events and programmes. In Q3, Staff explored ways to strengthen Māori responsiveness in Howick, with a particular focus on building a meaningful relationship with Ngāi Tai ki Tāmaki. Staff spoke with the local board about the idea of developing a multi-year strategy to guide this mahi. Staff are looking at approaches used in other local board areas, while recognising that the Howick context is unique.
  - #4153 - Howick: Te Kete Rukuruku (Māori naming of parks and Places) Tranche One. They plan to resolve shared interests by Q4 2024/25.

## Ngā ritenga ā-pūtea Financial implications

21. This report is provided to enable the Howick Local Board to monitor the organisation's progress and performance in delivering the 2024/2025 work programme. There are no financial implications associated with this report.

## Financial Performance

- Net operating performance for Howick Local Board is two percent above budget for the nine months ended 31 March 2025.
  - Operating revenue of \$3.5 million was \$323,000 below budget, largely due to lower revenue from pool and leisure operations, partly offset by unplanned new revenue from the Lloyd Elsmore ECE arrangement.
  - Operating expenditure of \$26.1 million is \$141,000 above budget.
  - ABS (Asset Based Services) operating expenditure overspends to date of \$162,000 is mainly due to higher utility costs for community assets.
  - For LDI (Locally Driven Initiatives) operating expenditure is slightly below budget less than one per cent with no financial implications.
- Capital expenditure is 27 per cent below budget year to date. Spending on the delivery of local renewals and LDI capex programmes has commenced slower than anticipated.

## Ngā raru tūpono me ngā whakamaurutanga Risks and mitigations

- While the risk of non-delivery of the entire work programme is rare, the likelihood for risk relating to individual activities does vary. Capital projects for instance, are susceptible to more risk as on-time and on-budget delivery is dependent on weather conditions, approvals (e.g. building consents) and is susceptible to market conditions.
- The approved Customer and Community Services capex work programme include projects identified as part of the Risk Adjusted Programme (RAP). These are projects that the Community Facilities delivery team will progress, if possible, in advance of the programmed delivery year. This flexibility in delivery timing will help to achieve 100 per cent financial delivery for the financial year if projects intended for delivery in the current financial year are delayed due to unforeseen circumstances.
- Information about any significant risks and how they are being managed and/or mitigated is addressed in the 'Activities with significant issues' section.

## Ngā koringa ā-muri Next steps

27. The local board will receive the next performance update following the end of quarter four (30 June 2025).

## Ngā tāpirihanga Attachments

No.	Title	Page
<a href="#">A⇒</a>	15 May 2025, Howick Local Board - Auckland Council's Quarterly Performance Report: Howick Local Board for Quarter Three 2024/2025 - 1 January to 31 March 2025 Work Programme Update	

Item 23

No.	Title	Page
B⇒	15 May 2025, Howick Local Board - Auckland Council's Quarterly Performance Report: Howick Local Board for Quarter Three 2024/2025 - Summary of Financial Performance	

## Ngā kaihaina Signatories

Author	Matt Fletcher - Democracy Advisor
Authoriser	Victoria Villaraza - Local Area Manager



## Record of Howick Local Board Workshop Notes

File No.: CP2025/09003

Item 24

### 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 March and 3, 10 April 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 24 April and 1, 8 May.

### Ngā tāpirihanga Attachments

No.	Title	Page
A⇒	15 May 2025, Howick Local Board - Record of Howick Local Board Workshop Notes – 24 April 2025 Workshop Notes	
B⇒	15 May 2025, Howick Local Board - Record of Howick Local Board Workshop Notes – 1 May 2025 Workshop Notes	
C⇒	15 May 2025, Howick Local Board - Record of Howick Local Board Workshop Notes – 8 May 2025 Workshop Notes	

### Ngā kaihaina Signatories

Author	Matt Fletcher - Democracy Advisor
Authoriser	Victoria Villaraza - Local Area Manager



## Hōtaka Kaupapa | Governance Forward Work Calendar

File No.: CP2025/00140

### 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⇒	15 May 2025, Howick Local Board - Hōtaka Kaupapa   Governance Forward Work Calendar - Copy of the Hōtaka Kaupapa	

### Ngā kaihaina Signatories

Author	Matt Fletcher - Democracy Advisor
Authoriser	Victoria Villaraza - Local Area Manager