

Puketāpapa Local Board Workshop Programme

Date of Workshop: Thursday, 22 February 2025

Time: 10.30am – 3.00pm

Venue: Puketāpapa Local Board, 560 Mt Albert Road, Three Kings and Online via Microsoft Teams.

Time	Workshop Item	Overview	Governance role	Presenter/s
		<p style="text-align: center;">Karakia Chair Ella Kumar</p> <p style="text-align: center;">Whakataka te hau ki te uru. <i>The wind blows from the west.</i></p> <p style="text-align: center;">Whakataka te hau ki te tonga. <i>The wind blows from the south.</i></p> <p style="text-align: center;">Kia mākinakina ki uta. <i>It pierces the land with its wintry nip.</i></p> <p style="text-align: center;">Kia mātaratara ki tai. <i>And slices the sea with its freezing chill.</i></p> <p style="text-align: center;">Kia hī ake ana te atakura <i>When the red dawn breaks</i></p> <p style="text-align: center;">he tio, he huka, he hauhū. there is ice, snow and frost.</p> <p style="text-align: center;">tihei mauri ora! indeed, there is life</p>		

Time	Workshop Item	Overview	Governance role	Presenter/s
10.30am	<u>Item 1</u> Declarations of interest	Board only discussion.		<ul style="list-style-type: none"> • Ella Kumar Chair
10.30am– 11.00am (30 mins)	<u>Item 2</u> Local Board Members- only Discussion	Board only discussion.		<ul style="list-style-type: none"> • Ella Kumar, Chair
11.00am– 11.30am (30 mins)	<u>Item 3</u> Community Leasing	<u>Purpose:</u> Staff will be in attendance to provide an update on community leasing.	What is the local board’s governance role with regards to the item being workshopped: <ul style="list-style-type: none"> • Local Board Feedback / Direction • Oversight and monitoring • Keeping informed 	<ul style="list-style-type: none"> • Malindo Naidoo, Community Lease Specialist
11.30am – 12.00am (30 mins)	<u>Item 4</u> Member and advisor time	Board and advisor time.	What is the local board’s governance role with regards to the item being workshopped: <ul style="list-style-type: none"> • Local Board Feedback / Direction • Oversight and monitoring • Keeping informed 	<ul style="list-style-type: none"> • Mary Hay Senior Local Board Advisor
12.00- 12.15pm (15 mins)	<u>Item 5.</u> Long Term Plan Update	<u>Purpose:</u> Staff will be in attendance to provide an update.	What is the local board’s governance role with regards to the item being workshopped: <ul style="list-style-type: none"> • Local Board Feedback / Direction • Oversight and monitoring • Keeping informed. 	<ul style="list-style-type: none"> • Cathy McIntosh Engagement Advisor
12.15 - 1.00pm (45 mins)	LUNCH			

Time	Workshop Item	Overview	Governance role	Presenter/s
1.00pm – 1.30pm (30 mins)	<u>Item 6</u> Manukau Harbour Forum <u>Information Materials:</u> Powerpoint	<u>Purpose:</u> Staff will be in attendance to share progress updates on the part of the forum's work that is funded by the local boards. This includes environmental programme work, the yearly rangitahi wānanga and an upcoming community engagement piece of work.	What is the local board's governance role with regards to the item being workshopped: <ul style="list-style-type: none"> • Keeping informed. 	<ul style="list-style-type: none"> • Taylor Farrell Relationship Advisor, Relationship Management Unit
1.30pm – 2.45pm (75 mins)	<u>Item 7</u> Reorganisation/Representation Review <u>Information Materials:</u> <u>Video</u> <ol style="list-style-type: none"> 1. Reorganisation Review – The proposal for fewer and more empowered local boards – seeking local boards ideas on proposal for change. 2. Review of representation arrangements and local board reorganisation plan 	<u>Purpose:</u> Staff will be in attendance to give the local board the opportunity to discuss the reorganisation option recommended to Governing Body by the Joint Governance Working Party, as well as discussing the currently known issues relating to representation arrangements for local boards prior to formal feedback being sought on both items.	What is the local board's governance role with regards to the item being workshopped: <ul style="list-style-type: none"> • Local Board Feedback / Direction • Oversight and monitoring • Keeping informed • Engagement. 	<ul style="list-style-type: none"> • John Nash Programme Manager • Mary Binney Lead Advisor, Increased Decision Making • Libby Orr Senior Policy Project Manager • Nina Siers Local Area Manager • Mary Hay Senior Local Board Advisor • Vanessa Phillips Local Board Advisor

Time	Workshop Item	Overview	Governance role	Presenter/s
2.45pm End of day	<u>Item 8</u> Recap	Recap of the day's discussion; Information Memo; and Other Updates of the day's workshops	What is the local board's governance role with regards to the item being workshopped: <ul style="list-style-type: none"> • Keeping informed. 	<ul style="list-style-type: none"> • Mary Hay Senior Local Board Advisor
<p>Closing Remarks - Karakia</p> <p>Unuhia, unuhia</p> <p><i>Draw on, draw on</i></p> <p>Unuhia mai te urutapu nui</p> <p><i>Draw on the supreme sacredness</i></p> <p>Kia wātea, kia māmā,</p> <p><i>To clear and to set free</i></p> <p>te ngākau te tinana, te hinengaro</p> <p><i>the heart, the body and the inner essence</i></p> <p>i te ara takatū</p> <p><i>In preparation for our pathways</i></p> <p>Koia rā e Rongo</p> <p><i>Let peace and humility</i></p> <p><i>be raised above all</i></p> <p>e whakairia ake ki runga</p> <p>Kia tina! Haumi e!</p> <p><i>Manifest this! Realise this!</i></p> <p><i>Bind together! Affirm!</i></p> <p>Hui e! Tāiki e!</p>				

Memorandum

19 February 2024

To: Puketāpapa Local Board

Subject: Renewal of lease for the Scout Association of New Zealand (Royal Oak) at 660 Mount Albert Road, Mount Albert Reserve, Mount Roskill

From: Malinda Naidoo, Community Lease Specialist, Parks & Community Facilities

Contact information: Malinda.naidoo@aucklandcouncil.govt.nz

Purpose

1. To obtain feedback from the Puketāpapa Local Board on the renewal of the community lease application from the Scout Association of New Zealand (Royal Oak) at 660 Mount Albert Road, Mount Roskill.

Summary

2. The Scout Association of New Zealand (Royal Oak) (the group) seeks a renewal of their lease to continue occupation and operation from the group-owned building located at 660 Mount Albert Road, Mount Roskill (refer to Figure 1). There are no variations requested by the group for this renewal.
3. The group currently holds the lease for the ground which reached renewal on 15 August 2023. The lease provides for one (1) right of renewal with final expiry on 15 August 2028. The tenant is exercising this right of renewal.
4. The renewal of this lease was identified and approved by the board as part of the Parks and Community Facilities: Community Leases Work Programme 2023-2024 at their 20 July 2023 local board meeting (Resolution number PKTPP/2023/96).
5. As there is no variation requested, the renewal can be processed using council's streamlined lease renewal process.
6. Staff have assessed the renewal application and all conditions of the renewal have been met by the applicant. A site visit was undertaken by staff on 16 November 2023 and the facility appears to be in good condition and is well maintained. The premises are well utilized, and a maintenance plan is in place.
7. Staff recommend that the renewal of the lease be granted as the group has satisfied all the conditions for renewal.
8. The application aligns with the Local Board Plan 2020 outcome four PKTPP4: Well-planned neighborhood's and vibrant public spaces. The group provides scouts activities and makes their facilities available to other groups including two nature kindergartens.
9. The local board is requested to provide feedback on this renewal application within five (5) business days after receipt of this memo, unless otherwise arranged.
10. The local board also has the option to request further information or decide the outcome of the application through a formal resolution.
11. Unless otherwise advised, staff will proceed to prepare a deed of renewal, with no variations effecting final expiry on 15 August 2028.

Context

Current lease and renewal of lease application

12. The group has applied for a renewal of their lease for the group-owned building at 660 Mount Albert Road, Mount Roskill to continue occupation and operation from the premises.
13. The current lease commenced on 16 August 2018 and provides for one right of renewal with final expiry on 15 August 2028. The group is exercising this right of renewal.
14. Under the renewal provisions of the lease, the council has a contractual obligation to grant the renewal, if the group fulfils the renewal conditions of the lease.

Figure 1: Current leased area for 660 Mount Albert Road, Mount Roskill - aerial view



Strategic alignment

15. The renewal of this lease was identified and approved by the local board as part of the Parks and Community Facilities: Community Leases Work Programme 2023-2024 at the 20 July 2023 local board meeting (Resolution number PKTPP/2023/96 This memo considers the renewal of the community lease as approved on the work programme).
16. The application aligns with the permitted activity of the land classification.

Discussion

Land/building/facility and the applicant

17. The building is tenant owned and sits on land legally described as Lot Deposited Plan 29288 (refer to Figure 1). The land is classified as local purpose (site for a scout hall).
18. The leased area is approximately 1,831 square meters and the activities undertaken from the premises are in accordance with the land classification.
19. The group is a scout group with over 71 members and the building appears to be well-maintained and in a reasonably good condition.
20. The group is promoter of scout activities with 71 of its members representing New Zealand and is affiliated to the Scout Association of New Zealand.
21. The Scout Association of New Zealand (Royal Oak) maintains the facility for the benefit of

the group members as well as the wider community.

22. The group also makes their facilities available to two nature kindergartens.

Staff Assessment and recommendation

23. The groups initial lease term expired on 16 August 2023 and it wishes to exercise its final and only right of renewal for a further five years.
24. Under the renewal provisions within the lease, the renewal must be granted if the following conditions are met:
- a) the group has complied with the lease and is not in breach of the current lease.
 - b) the group has provided the requisite written notice to renew the lease.
 - c) there is a continued need for the group to use the premises as the group provides valuable service to the community by provision of scout service / enabling community to deliver various activities from the facility/land and the premises are not required for any other purpose.
25. Staff assessed the renewal application and undertook a site visit on 16 November 2023. The group has satisfied all the conditions for the renewal in the following manner:
- a) the activity of the group and users of the premises supports the Puketāpapa Local Board Plan 2020 outcome: PKTPP4: Well-planned neighbourhoods and vibrant public spaces.
 - b) the group is not in breach of any of the lease conditions.
 - c) the group has open membership, allowing anyone with an interest in the group's activities to join and caters to a wide variety of users.
 - d) the group's financial accounts have a surplus with no known contingent liabilities.
 - e) the group sustains its activities predominantly through grants, membership fees, hireage, fundraising and sponsorship.
 - f) the facility meets the needs of the group and is utilised seven days per week.
 - g) the group shares the facilities with other users and provides space for two nature kindergartens.

Rent review

26. The Governing Body, at its business meeting of 9 June 2023, approved the annual budget including amendments to the Community Occupancy Guidelines (GB/2023/101). The amendments increase the level of rent and maintenance fees for community occupancy.
27. The annual rent for community occupancy has been increased to \$1,300 per annum plus GST. The increased rental charge reflects a standard subsidised charge for community occupancy. This works out to approximately \$25 per week. This has been communicated with the group.
28. The lease agreement for the Scout Association of New Zealand (Royal Oak) contains a rent review provision. The rent review provision allows for the rental to be reviewed at renewal.
29. To align with the revised fees and charges under the Community Occupancy Guidelines (update July 2023), the recommendation is to review the rent in accordance with the lease provision, to \$1,300 per annum.

Local board discretion

30. While the governing body adopted the amendments to the guidelines, local boards still hold the prerogative to vary staff recommendations relating to the amount of rent and subsidised maintenance fees (if applicable) for leased premises.

31. If the board chooses to retain the level of rent at \$1, there will be no requirement for the board to top up the community lease revenue budget. However, the board will not have the benefit of the additional revenue if rent is increased.
32. The cost recovery increases for community lessees and licensees will provide local boards with a financial lever to ease their respective budgetary constraints.
33. Staff recommend that the renewal of lease be granted and the rent be reviewed in accordance with the terms and conditions of the operative lease. The group has satisfied all the conditions for renewal. In addition, the financial accounts of the group have been assessed, and the group have the ability to meet the revised rental.

Delegation

34. Under the streamlined lease renewal process, in terms of local board delegation protocols (Schedule two, Part F, of the Delegations Register) council officers (tier 5 manager) must exercise the delegated power to renew a lease with no variations, except in instances where the board requests further information by way of a formal report.

The Puketāpapa Local Board's role

35. The local board is requested to provide feedback on this lease renewal within five business days.
36. The local board may make a request for further information by way of a:
 - a) second written memo.
 - b) workshop with the lease specialist.
 - c) formal report to a local board business meeting.
37. If more information is requested by way of a formal report the authority to decline or approve the lease renewal will rest with the local board.

Next steps

38. The local board provides feedback regarding this lease renewal application within five business days of receipt of this memo or requests additional information.
39. Unless otherwise advised, a deed of renewal, with no variations, will be prepared and approved by the manager leasing, effecting final expiry on 15 August 2028.
40. If the local board chooses to exercise their authority to make the decision on this lease renewal application, staff will provide a report on the 21 March 2024 local board business meeting agenda.

Memorandum

19 February 2024

To: Puketāpapa Local Board

Subject: Renewal of lease for the Scout Association of New Zealand (Waikowhai) at 1325 Dominion Road, Bob Bodt Reserve, Mount Roskill

From: Malinda Naidoo, Community Lease Specialist, Parks & Community Facilities

Contact information: Malinda.naidoo@aucklandcouncil.govt.nz

Purpose

1. To obtain feedback from the Puketāpapa Local Board on the renewal of the community lease application from the Scout Association of New Zealand (Waikowhai) for 1325 Dominion Road, Bob Bodt Reserve, Mount Roskill.

Summary

2. The Scout Association of New Zealand (Waikowhai) (the group) seeks a renewal of their lease to continue occupation and operation from the tenant-owned building located at 1325 Dominion Road, Bob Bodt Reserve, Mount Roskill (refer to Figure 1). There are no variations requested by the group for this renewal.
3. The group currently holds the lease for the ground which reached renewal on 15 August 2023. The lease provides for one (1) right of renewal with final expiry on 15 August 2028. The tenant is exercising this right of renewal.
4. The renewal of this lease was identified and approved by the board as part of the Parks and Community Facilities: Community Leases Work Programme 2023-2024 at their 20 July 2023 local board meeting (Resolution number PKTPP/2023/96).
5. As there is no variation requested, the renewal can be processed using council's streamlined lease renewal process.
6. Staff have assessed the renewal application and all conditions of the renewal have been met by the applicant. A site visit was undertaken by staff on 07 November 2023 and the facility appears to be in good condition and is well maintained. The premises are well utilised and a maintenance plan is in place.
7. Staff recommend that the renewal of the lease be granted as the group has satisfied all the conditions for renewal.
8. The application aligns with the Local Board Plan 2023. The group provides scout activities and makes their facilities available to other groups including churches, martial arts groups and organized hospital groups.
9. The local board is requested to provide feedback on this renewal application within five (5) business days after receipt of this memo, unless otherwise arranged.
10. The local board also has the option to request further information or decide the outcome of the application through a formal resolution.
11. Unless otherwise advised, staff will proceed to prepare a deed of renewal, with no variations effecting final expiry on 15 August 2028.

Context

Current lease and renewal of lease application

12. The group has applied for a renewal of their lease for the tenant-owned building at 1325 Dominion Road, Bob Bodt Reserve, Mount Roskill to continue occupation and operation from the premises.
13. The current lease commenced on 16 August 2018 and provides for one right of renewal with final expiry 15 August 2028. The group is exercising this right of renewal.
14. Under the renewal provisions of the lease, the council has a contractual obligation to grant the renewal, if the group fulfils the renewal conditions of the lease.

Figure 1: Current leased area for 1325 Dominion Road, Bob Bodt Reserve, Mount Roskill - aerial view



Strategic alignment

15. The renewal of this lease was identified and approved by the local board as part of the Parks and Community Facilities: Community Leases Work Programme 2023-2024 at the 20 July 2023 board meeting (Resolution number PKTPP/2023/96). This memo considers the renewal of the community lease as approved on the work programme.
16. The application aligns with the permitted activity of the land classification.

Discussion

Land/building/facility and the applicant

17. The building is tenant owned and sits on land legally described as Lot 15 DP 17659 (refer to Attachment A or Figure 1). The land is classified as local purpose (community building).
18. The leased area is approximately 182 square meters and the activities undertaken from the premises are in accordance with the land classification.
19. The group is a scout activity group with over 48 members and the building appear/s to be well-maintained and in a reasonably good condition.
20. The group is promoter of scout activities with 48 of its members representing New Zealand and is affiliated to the Scout Association of New Zealand.

21. The group maintains the facility for the benefit of the group members as well as the wider community.
22. The group also makes their facilities available to churches, martial arts groups and organized hospital groups.

Staff Assessment and recommendation

23. The group initial lease term expired on 15 August 2023 and it wishes to exercise its final and only right of renewal for a further five years.
24. Under the renewal provisions within the lease, the renewal must be granted if the following conditions are met:
 - a) the group has complied with the lease and is not in breach of the current lease.
 - b) the group has provided the requisite written notice to renew the lease.
 - c) there is a continued need for the group to use the premises as the group provides valuable service to the community by provision of scout services/ enabling community to deliver various activities from the facility/land and the premises are not required for any other purpose
25. Staff assessed the renewal application and undertook a site visit on 07 November 2023. The Scout Association of New Zealand (Waikowhai) has satisfied all the conditions for the renewal in the following manner:
 - a) the activity of the group and users of the premises supports the Puketāpapa Local Board Plan 2020 outcome 4: A treasured environment and heritage.
 - b) the group is not in breach of any of the lease conditions.
 - c) the group has open membership, allowing anyone with an interest in the group's activities to join and caters to a wide variety of users.
 - d) the group's financial accounts have a surplus with no known contingent liabilities.
 - e) the group sustains its activities predominantly through grants, membership fees, hireage, fundraising and sponsorship.
 - f) the facility meets the needs of the group and is utilised twice per week.
 - g) the group shares the facilities with other users and provides space for churches, martial arts groups and organized hospital groups.

Rent review

26. The Governing Body, at its business meeting of 9 June 2023, approved the annual budget including amendments to the Community Occupancy Guidelines (GB/2023/101). The amendments increase the level of rent and maintenance fees for community occupancy.
27. The annual rent for community occupancy has been increased to \$1,300 per annum plus GST. The increased rental charge reflects a standard subsidised charge for community occupancy. This works out to approximately \$25 per week. This has been communicated with the group.
28. The lease agreement for the Scout Association of New Zealand (Waikowhai) contains a rent review provision. The rent review provision allows for the rental to be reviewed at renewal.
29. To align with the revised fees and charges under the Community Occupancy Guidelines (update July 2023), the recommendation is to review the rent in accordance with the lease provision, to \$1,300 per annum.

Local board discretion

30. While the governing body adopted the amendments to the guidelines, local boards still hold the prerogative to vary staff recommendations relating to the amount of rent and subsidised maintenance fees (if applicable) for leased premises.
31. If the board chooses to retain the level of rent at \$1, there will be no requirement for the board to top up the community lease revenue budget. However, the board will not have the benefit of the additional revenue if rent is increased.
32. The cost recovery increases for community lessees and licensees will provide local boards with a financial lever to ease their respective budgetary constraints.
33. Staff recommend that the renewal of lease be granted and the rent be reviewed in accordance with the terms and conditions of the operative lease. The group has satisfied all the conditions for renewal. In addition, the financial accounts of the group have been assessed, and the group have the ability to meet the revised rental.

Delegation

34. Under the streamlined lease renewal process, in terms of local board delegation protocols (Schedule two, Part F, of the Delegations Register) council officers (tier 5 manager) must exercise the delegated power to renew a lease with no variations, except in instances where the board requests further information by way of a formal report.

The Puketāpapa Local Board's role

35. The local board is requested to provide feedback on this lease renewal within five business days.
36. The local board may make a request for further information by way of a:
 - a) second written memo.
 - b) workshop with the lease specialist.
 - c) formal report to a local board business meeting.
37. If more information is requested by way of a formal report the authority to decline or approve the lease renewal will rest with the local board.

Next steps

38. The local board provides feedback regarding this lease renewal application within five business days of receipt of this memo or requests additional information.
39. Unless otherwise advised, a deed of renewal, with no variations, will be prepared and approved by the manager leasing, effecting final expiry on 15 August 2028.
40. If the local board chooses to exercise their authority to make the decision on this lease renewal application, staff will provide a report on the 21 March 2024 local board business meeting agenda.

Community Occupancy Guidelines

Auckland Council – July 2012

Updated July 2023

PLAYHOUSE THEATRE

GLEN EDEN PLAYHOUSE THEATRE

15



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Te Kaunihera o Tāmaki Makaurau



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Introduction

These guidelines have been developed to assist local boards in making decisions regarding the allocation of community occupancy agreements and to provide an overview of standard terms and conditions.

The guidelines are also intended to provide community groups wishing to apply for a community occupancy agreement an overview of:

- eligibility criteria
- the application process
- standard terms and conditions.

The standard terms and conditions within these guidelines have been developed based on best practice in community leasing, and are a result of consultation with local boards and communities.

Although the standard terms and conditions presented will form the basis for council officer recommendations, they are only guidelines. Local boards may, at their discretion, choose to vary from these recommendations on a case-by-case basis as they deem appropriate.



Scope

In scope

Community occupancy agreements may be granted to community groups undertaking community activities. 'Community groups' are defined as:

- a non-profit organisation or association of persons who have the primary aim of working to provide services and benefits to the community;
- any funds generated are used to maintain and develop the organisation to support its community services and activities;
- having open membership criteria; and
- restrictions are not imposed, such as setting membership or participation fees at a level that exclude most people who might want to participate.

Occupancy agreements issued may cover several types of spaces, including:

- council-owned land
- council-owned buildings
- rooms within larger council-owned buildings
- land held by council for public amenity and parkland purposes, including land held under the Reserves Act 1977
- land and/or buildings on-leased by council.

Out of scope

The following types of arrangements are out of the scope of these guidelines:

- leases, licences and other agreements on regional parks, which are subject to the terms and conditions outlined in the relevant Regional Parks Management Plan¹.
- leases or licences on land subject to special agreements or co-governance arrangements (e.g. volcanic cones)²
- occupancy agreements for commercial purposes
- the ad-hoc use of council buildings and parkland.

¹ For more information (including a list of regional parks and a copy of the Regional Parks Management Plan 2022), <https://www.aucklandcouncil.govt.nz/plans-projects-policies-reports-bylaws/our-plans-strategies/topic-based-plans-strategies/parks-sports-outdoor-plans/regional-parks-management-plans/Documents/regional-parks-management-plan-2022.pdf>

² Any further encumbrances on Crown land administered by Council that is included in the deeds of settlement that cover Tamaki Makaurau must be approved by the relevant iwi and/or the co-governance body.

Criteria

Eligibility criteria

To be eligible for a community occupancy agreement, community groups should:

- be legal entities and have not-for-profit status (e.g. be registered as an incorporated society or charitable trust)
- meet the definition of a community group as defined by the Community Occupancy Guidelines
- provide activities, services or programmes that align with, and promote strategic outcomes for, the community as defined by the relevant local board through its local board plan³
- meet needs identified by the respective local board and the community within the local board area
- demonstrate the benefits of their activities in terms of outcomes achieved
- have complied with any occupancy or other arrangement the group may have had with council (including any legacy council) during the three years preceding the application
- be able to demonstrate its viability to deliver its services or activities through:
 - voluntary contributions, and/or
 - financial commitments, as determined through an analysis of current accounts and budgets provided
- demonstrate a clear and effective governance structure
- provide proof of public liability insurance.

Land held under Reserves Act 1977

If a proposed lease or licence is of land held under the Reserves Act 1977, applicants must demonstrate that the occupation is necessary to enable the public to obtain the benefit and enjoyment of the reserve or for the convenience of persons using the reserve⁴.

Assessment criteria

In addition to general eligibility requirements, the following factors should be considered in assessing community occupancy applications.

- Suitability of the building or space for that particular community group, in terms of:
 - location
 - physical characteristics
 - accessibility (i.e. building / fire safety / Occupational Safety and Health (OSH) considerations)
 - compatibility with reserve values and classification as defined by the Reserves Act 1977
 - potential impact on neighbours and other users
 - statutory requirements or resource consents.

³ Local board plans can be viewed at:
<http://www.aucklandcouncil.govt.nz/EN/AboutCouncil/PlansPoliciesPublications/localboardplans/Pages/home.aspx>.

⁴ For parkland held under the Reserves Act 1977, the proposed activity must meet the requirements outlined in the Act under sections 54, 56, 58A or 61. To view the Reserves Act 1977, see: <http://www.legislation.govt.nz/act/public/1977/0066/latest/DLM444305.html>

Other factors to consider are:

- the costs involved in altering the building or space to accommodate the group, or the ability of the group to resource and undertake any changes itself
- whether other groups in the community are offering similar services and/or activities
- other options the community group may have for accommodation
- the history and sustainability of the community group within that community
- the willingness of the community group to share resources and/or space with other compatible groups
- the ability of the group to pay the tenant's outgoings.

Exclusions

It is suggested that the following groups and activities be excluded from consideration for a community occupancy agreement:

- groups and entities who do not meet the definition of a community group as defined in the guidelines
- groups where religious worship or the promotion of party politics is the primary purpose
- groups applying for a lease or licence on land subject to special agreements or co-governance arrangements (e.g. volcanic cones)
- groups applying for a lease or licence on a regional park.



Parkland considerations

Each application for a new building on parkland must be considered against the criteria presented in this section. The term 'parkland' is used within these guidelines to encompass:

- parks (land not reserved under the Reserves Act 1977 and generally administered under the Local Government Act 2002);
- reserves (land that is reserved under the Reserves Act 1977); and
- mixtures of the two (e.g. the former Auckland Regional Council regional parks).

Criteria

Applications for community occupancy agreements associated with new buildings on parkland will be considered against the following:

- the consistency with both the zoning for the parkland under the relevant District Plan and the reserve classification for parkland if managed under the provisions of the Reserves Act 1977
- the consistency with all additional acts that guide council in the management of the area of interest, such as the Historic Places Act 1993 and the Conservation Act 1987
- whether the proposal conforms with and contemplated in the approved management plan for the parkland
- the consistency with other approved consents, concessions, leases and licences relating to the area of parkland under consideration
- the suitability of the site (i.e. land stability and sea level rise) and whether other planning requirements (such as wastewater, stormwater, access, egress and parking) can be met in the location
- whether any adverse effects, including cumulative effects of the proposal on the park values, park infrastructure, approved activities, the enjoyment of other park users and adjoining communities can be sufficiently avoided, mitigated or remedied
- the degree to which persons affected by the proposal (including tangata whenua) support the application through any relevant submissions received
- the potential to set a precedent that could give rise to similar activities, which in combination may result in adverse cumulative effects on regional parks in the future
- the degree to which exclusion of the public is necessary for the protection of public safety, the security or competent operation of the proposed activity
- the benefits to the local and regional communities and tangata whenua
- whether the proposal could reasonably be undertaken in another location on the park, on another park entirely or on another location which is not on a park, where the potential adverse effects would be significantly less.

Reserves Act 1977 considerations

Public notification and prior consent from the Minister of Conservation is required in the event a proposed lease or licence of reserved land does not conform with or is contemplated by the relevant reserve management plan. The only exception to this requirement is if the associated resource consent application for the proposal had been publicly notified under section 93 of the Resource Management Act 1991.

Where a community occupancy agreement is granted on land held under the Reserves Act 1977, it shall be for a term not exceeding 33 years, with or without a right of renewal, perpetual or otherwise, for the same or any shorter term.

Community occupancy agreements on parkland held under the Reserves Act 1977 that include a commercial use must show that the trade, business or occupation must be necessary to enable the public to obtain the benefit and enjoyment of the reserve, or for the convenience of people using the reserve.

Additional considerations

Conditions may be imposed on any community occupancy agreement to protect the park environment, the health, safety and wellbeing of visitors, and to facilitate park operations. These include but are not limited to:

- the location and duration of the activity
- the times of day or year the activity may be undertaken
- measures for mitigating adverse effects on the environment and natural and heritage resources
- measures for monitoring the effects of the activity
- the number of people (including participants, spectators and support staff / volunteers) who may participate
- the use of park facilities or services
- health and safety factors
- a trial period to assess the effects of the activity on the park
- meeting accreditation and/or training requirements
- any modifications / alterations to the proposed activity and associated infrastructure
- sub-leasing
- the review of the approval and/or any conditions imposed
- any other matter council considers relevant to ensure the activity is compatible with the objectives of this plan.

These conditions may be reviewed where:

- additional buildings and/or structures are proposed
- the scale and/or nature of use is proposed to change or has changed over time
- adverse effects are occurring on the park environment or on other park users
- the park environment has substantially changed through natural processes (e.g. coastal erosion)
- monitoring has identified that the lessee or licensee is under-utilising a building or space in relation to the original terms and conditions of their lease or licence.

Application process

Groups wishing to apply for a community occupancy agreement may register their interest by contacting the council call centre.

In cases of a vacant building, space or land identified as appropriate for development, council will seek applications through:

- public advertisement
- an expression of interest process
- direct notification to groups who have registered interest.

Applications for community occupancy agreements will be assessed on a case-by-case basis as and when they become available.

If a group decides not to exercise its renewal option at the end of the term (or earlier) for all council-owned buildings or spaces, availability will be publicly notified and expressions of interest called for⁵.

Groups that own their own buildings have an automatic right to re-apply at the end of their occupancy terms without public notification.

Process

The following process will apply to all groups seeking a community occupancy agreement from council:

1. Application forms available online⁶ or via post upon request.
2. Application form submitted to council.
3. Council officer(s) meet with group to discuss application.
4. Council officer(s) assess application based on the assessment criteria outlined within the Community Occupancy Guidelines.
5. Council officer(s) submit recommendation (along with supporting documentation) to relevant local board⁷. Local boards may request that group attends a formal local board meeting to discuss application.
6. Council officer(s) and local board members work with group to develop a Community Outcomes Plan, which identifies the:
 - benefits that the group will provide to the community
 - measures used to review the group's performance against the plan over time.
7. Occupancy agreement terms negotiated between local board and the group in accordance with the Community Occupancy Guidelines and standard agreement terms.

⁵ Community occupancy agreements for community halls and community houses may not necessarily be publicly notified.

⁶ Applications can be found on the Auckland Council website: <http://www.aucklandcouncil.govt.nz/EN/newsevents/culture/communityfundingsupport/Pages/communityoccupancy.aspx>

⁷ If a proposed lease or licence of land is not included within the relevant reserve management plan, an additional process and/or consultation may be required to meet the requirements outlined in the Reserves Act 1977.

Types and terms of agreements

Community occupancy agreements may take the form of either a:

- licence to occupy; or
- lease.

The main types and terms of occupancy agreements are outlined in the table below:

Type of agreement	Category	Length
Licence to occupy	Council-owned land with no fixed assets	<ul style="list-style-type: none"> • five years standard, with a further five year right of renewal • 10 year term total • term may be extended if linked to a lease.
		<p>Recommended for newly established community groups:</p> <ul style="list-style-type: none"> • one year standard, with a further one year right of renewal • two year term total.
Lease	Council-owned land and building	<ul style="list-style-type: none"> • five years standard, with a further five year right of renewal • 10 year term total.
		<p>Recommended for newly established community groups:</p> <ul style="list-style-type: none"> • one year standard, with a further one year right of renewal • two year term total.
	Community group-owned building on council-owned land	<ul style="list-style-type: none"> • 10 years standard, with a further 10 year right of renewal • 20 year total term.



Variation by Local Boards

The terms outlined in the table on page 11 are standard recommendations. Where a local board wishes to vary the length of term offered it may do so, however it is suggested that the varied terms align to one of the terms recommended.

Example: a group in a council-owned building may be offered a 10 + 10 year term as suggested for community-owned buildings, rather than the 5 + 5 year term recommended.

Development of facilities by community groups

Where a community group wishes to develop a building and requires access to adjoining open space (i.e. sports clubs), a lease may be granted for the building and a separate licence to occupy may be granted for conditional access to the adjoining open space.

In order to seek exclusive use of open space, the group must demonstrate:

- the need for exclusive use of open space (i.e. evidence that the space is already exclusively used by the group); and
- that significant investment in a new building would not be fiscally wise if unrestricted public access to the adjoining open space was allowed.

In addition, the term of a licence to occupy may be extended when linked to a lease.

Where a group is granted a community occupancy agreement and wishes to develop its own building on council-owned land, it may be offered a temporary licence to occupy the land to bridge the time between approval and building competition. The group will be transferred onto a lease with the standard length of term upon completion of the building.

Rental fees and charges

The standard rental amount shall be a proposed administration fee of \$1,300 per annum if requested. Additionally, a community group will be required to meet any necessary compliance costs associated with the agreement (e.g. resource consents, building consents, liquor licences, food licences etc.).

If a community group generates significant revenue over expenditure, the relevant local board may choose to charge a percentage rental at rent review, unless lessees can provide evidence of:

- planned building upgrade, development or maintenance; and
- planned programmes, services or activities.

Responsibilities

The following table outlines standard tenants' responsibilities in relation to:

- energy and water
- rates
- building insurance
- structural maintenance
- non-structural maintenance.

	Energy and water	Rates	Building Insurance	Structural maintenance	Non-structural maintenance
Council-owned building	Tenant	Council	Council	Council	Council
Rooms within council buildings	Tenant	Council	Council	Council	Council
Community group-owned building	Tenant	Council	Tenant	Tenant	Tenant



Council-owned buildings

Exclusive use

Community groups with exclusive occupancy of council-owned buildings are requested to pay a proposed annual subsidised maintenance fee, as outlined in the table below:

Leased building / space size	Proposed maintenance fee (per annum)
Less than 100m ²	\$2,500
Over 100m ² and less than 500m ²	\$5,000
Larger than 500m ²	\$10,000

Maintenance fees are comprised of the following components:

- building insurance
- compliance costs associated with:
 - Building Warrant of Fitness
 - Health and Safety in Employment Act
 - Fire and egress codes (including signage)
- maintenance provided by council as outlined in the terms of the occupancy agreement.

The tenant shall reimburse council for the cost to repair damage caused through misuse or neglect, including (but not limited to):

- plumbing stoppages
- interior graffiti
- broken glass.

Non-exclusive use

Community groups occupying rooms within larger council buildings are required to pay an operational charge for the space occupied. The amount charged to groups is based purely upon recovery of the direct costs to council of providing the premises.

Operational charges are made up of the following components:

- building insurance
- share of overheads incurred (e.g. electricity and water charges)
- maintenance provided by council as outlined in the terms of the occupancy agreement.

The tenant shall reimburse council for the cost to repair damage caused through misuse or neglect, including (but not limited to):

- plumbing stoppages
- interior graffiti
- broken glass.

Accountability

Community groups are required to submit an annual report, complete with an accountability form based on the agreed Community Outcomes Plan as a condition of tenancy. The Community Outcomes Plan will include information on the group's activities, membership and revenues.

Council reserves the right to audit community group annual reports.

Community Outcomes Plan

Upon being granted an occupancy agreement, community groups will work with council officers and the relevant local board to develop a Community Outcomes Plan that identifies the:

- benefit that the group will provide to the community; and
- measures that will be used to review the group's performance against the plan over time.

Although the Community Outcomes Plan will be binding, council will work with community groups to address any issues that may arise that are preventing the group from meeting agreed outcomes.

Council retains the right to terminate an occupancy agreement should a community group fail to achieve agreed outcomes.

Termination

Community groups will be subject to annual performance reviews to ensure that the community benefits identified in the Community Outcomes Plan are being realised.

Lease and licence holders may be required to meet with the relevant local board to answer questions relating to performance as part of the annual performance review.

Council reserves the right to investigate and terminate an occupancy agreement on notice in accordance with the terms of the agreement if:

- a group is in significant breach of the occupancy agreement as determined by council
- a group consistently fails to achieve the outcomes outlined in the agreed Community Outcomes Plan
- the group demonstrates poor governance as determined by council
- the land is required for another purpose
- a group is undertaking illegal activities on the lease / licence site
- council considers that the premises are not being used in accordance with the terms of the occupancy agreement.

General provisions

Sharing of facilities

Community groups will be encouraged to cluster and share buildings and spaces in order to:

- optimise the use of council buildings and land; and
- acknowledge the community benefits of co-locating services and activities.

The relevant local board may require groups to share the premises they have been allocated should they consider that the premises are not being fully utilised in accordance with the terms of occupation.

Right to require relocation

The relevant local board may choose to move community groups occupying council-owned buildings and spaces if:

- other premises available are determined to be equally or more suitable for the group; or
- another group is determined to be better suited to use the premises already occupied.

Sub-leasing

Sub-leasing is generally not permitted in council-owned buildings, although the relevant local board has discretion to approve sub-leasing arrangements as deemed appropriate.

Sub-leases within community-owned buildings on council land should be publicly advertised and subject to an open and transparent application process. The relevant local board will receive officer recommendations and decide sub-leases as appropriate; however, the views of the head lessee will be considered as part of the process.

The Community Occupancy Guidelines do not preclude sub-leasing to commercial operators, although such arrangements require approval from the relevant local board.

Ad-hoc hireage to other groups and members of the public is permissible, in compliance with the terms and conditions of the Auckland Council hireage policy.

Ownership⁸

Where a community group-owned building is no longer required by the group (or where council decides that the group is no longer feasible or requires the land for another purpose), the following options will be made available:

- council may choose to purchase the building from the group for a mutually agreed price; and
- the group may choose to remove the building and relocate it to another site and reinstate the land to the satisfaction of council.

Where neither of the above options is appropriate, the group will be held responsible for the demolition and removal of the building and reinstatement of the land to the satisfaction of council.

⁸This provision should be considered alongside the provisions outlined in schedule one of the Reserves Act 1977.

Expiry of community occupancy agreements

Upon final expiry, a community occupancy agreement will automatically roll over on a month-by-month basis under the same terms and conditions as the original agreement until a new agreement is reached.

Allocating buildings and spaces for community occupancy

Where there is a commercial lease in a council service building, the relevant local board has the option of making the space available for community occupancy upon final expiry. However, the relevant local board should consider the impact of doing so on its operational budgets before making such determinations.

Additional assistance

Where a group holds a community occupancy agreement with council, it may not apply for additional funding through other council funding schemes for costs associated with occupancy (e.g. rental, maintenance fees, and building / resource consents) unless otherwise deemed appropriate by the relevant local board.

Guidelines review

These guidelines will be reviewed every three years or when otherwise deemed necessary by council.



Glossary

Term	Explanation
Community group (otherwise referred to as a “group”)	<ul style="list-style-type: none"> • a non-profit organisation or association of persons who have the primary aim of working to provide services and benefits to the community • any funds generated are used to maintain and develop the organisation to support its community services and activities • has open membership criteria • restrictions are not imposed, such as setting membership or participation fees at a level that exclude most people who might want to participate.
Community purposes	<ul style="list-style-type: none"> • activity where the local community or community of interest gains a public good benefit, but does not benefit any particular individual.
Lease	<ul style="list-style-type: none"> • contract for possession of a defined premise and/or property, for a defined term, for consideration (value) and for exclusive use • creates an interest in the landowner’s land.
Lessee	<ul style="list-style-type: none"> • community group which is about to enter into or which has signed a community occupancy agreement with Auckland Council • if an agreement has been signed it is the named group in the agreement, including any lessee’s successors, permitted assignees including staff, agents, contractors and invitees of the lessee.
Licence to occupy	<ul style="list-style-type: none"> • contract that allows a party to come onto a defined premise to carry out an activity, usually on a regular and/or frequent (can be continuous) basis, usually for a shorter term than a typical lease • licence does not create an interest in the landowner’s land.
Parkland	<ul style="list-style-type: none"> • parks (land not reserved under the Reserves Act 1977 and generally administered under the Local Government Act 2002) • reserves (land that is reserved under the Reserves Act 1977) • mixtures of the two (e.g. the former Auckland Regional Council regional parks).
Right of renewal	<ul style="list-style-type: none"> • provision in a lease or licence under which the occupier has the right to renew the agreement for a further term.
Renewal	<ul style="list-style-type: none"> • opportunity for lessee and council to review the occupancy agreement • if both parties are satisfied that the community group is meeting its objectives, agreement is reached to continue the occupancy agreement for another defined period.
Sub-lease	<ul style="list-style-type: none"> • the letting out of all or part of a leased property to a third person (sub-lessee) • first tenant (head lessee) will be responsible for payment of rent and all charges to the landlord and for any damage caused by the sub-lessee to the property • there is no agreement between the landlord and the sub-tenant but landlord’s consent to the sub-lease is required.

Puketāpapa Local Board Workshop – 22 February 2024

Lease Items WP 23/24	Information	Recommendation
<p>Bhartiya Samaj Charitable Trust</p> <p><i>May Road War Memorial Park, Mt Roskill</i> <i>13 May Road, Mt Roskill</i></p>	<p><u>Bhartiya Samaj Charitable Trust</u> (BSCT) has a community lease for the council owned building which commenced 1 Aug 2007 and expired 31 Jul 2022</p> <p>The lease is holding over on a month-to-month basis until terminated or a new lease is entered into.</p> <p>The leased area is located within War Memorial Park, Mt Roskill.</p> <p><u>Update</u> On the 26 October 2023 Leasing workshopped this item. Staff conducted a site visit and met with the group where the group showed keen interest on retaining the lease.</p>	<p>That the Puketāpapa Local Board: -</p> <ul style="list-style-type: none"> - support a new community lease to Bhartiya Samaj Charitable Trust. <p>Next Steps: A report will be presented at a business meeting April 2024</p>

Manukau Harbour Forum

February to May 2024



Today

1. Introductions
2. Team supporting the Forum
3. Manukau Harbour Forum past work programme years since 2019
4. This year's progress
5. Pātai and kōrerorero



Staff that support the MHF



Glenn Boyd
Local Board Area Manager
Governance guru and all-round expert on MHF



Kartik Bhat
I&ES Relationship Advisor from the
Whatu Whanaungatanga
Relationship Management team



Selina Powell
Democracy Advisor
Works across staff and EMs
To organise agendas and keep
Everyone on-track at MHF hui and
more!

Work programme staff and MHF Coordinator



Donna Carter
Healthy Waters Specialist in
Wai Ora Partnerships team, MHF Work
Programme lead.



Sophia Olo-Whaanga
Manukau Harbour Forum Coordinator
Background in Environmental Sustainability,
Social responsibility, Water Quality Management,
Governance, Community and Business engagement
and a strong onterest in the dynamics between
social and environmental dimensions,
implementing change through a Te Ao Māori
lens and intergenerational impact.



Some of the work that has been delivered over the last few years

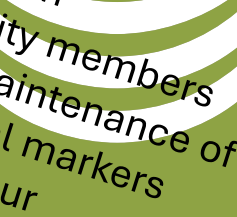
Members and staff assisted in the creation of a stocktake of all Council activity on and around the Harbour!

Directly advocated to Governing Body members for more funding for the Manukau Harbour as part of the Water Quality Targeted Rate

Created a communications plan, with an updated website and brochure focused on the Harbour

Presented to ECC committee following the report on the Manukau Harbour, received commitments from the Mayor to work with mana whenua on Harbour Governance

Worked with Community members on poor maintenance of navigational markers in the Harbour





Used 2022/2023 reallocation to fund over 1500 native plants for community groups to be planted around the harbour

Young Leaders wānanga development and progression (more on upcoming slides)

Created an informal report on boat ramps around the Harbour, and worked on submissions to central govt

Updated the forum's Terms of reference.

Hired a part-time coordinator who liaises with community and council staff to advocate for the Harbour



Council initiatives in this time:

- Hydrodynamic model progressed
- Stocktake completed by NES team
- Creation of freshwater modelling tool and coastal modelling tool to assess impacts on the harbour and best practice interventions
- State of the Harbour environmental report in 2021
- Puhinui restoration
- Partnered with many community groups involved in stream restoration
- Safe networks program leading to beaches being reopened including Weymouth and Laingholm
- Began a "Better Environmental Outcomes for the Manukau Harbour" initiative which looks at the whole-of-council body and what can be undertaken to improve the health of the harbour.



Rangitahi Environment Action Leaders Programme (REAL)

This part of the work programme has been run on behalf of the MHF by the Sustainable Schools Team for several years now.

The purpose of the programme is to engage and increase rangatahi understanding and skills around

- Mātauranga Māori
- Leadership
- Caring for te taiao
- Te Tiriti



- Each year all high schools in Tamaki Makaurau are offered the opportunity to attend with priority given to students in the nine local boards that support the MHF work programme.
- This year there is 46 students from 21 schools from 14 local boards – with 14 returning leaders – (some for four years)
- Following the 3-day wānanga students are encouraged to lead their own action project.
- This year there has also been two extra organised projects focused on Puhinui Awa & climate change.



Puhinui Activation 1 - June 2023

- Wai care testing with Whitebait Connection found poor results and less native fish and macroinvertebrates compared to last year
- Pest animal control mahi and koorero with Te Pu-A-Nga Maara that included traditional ways of catching kiore

2 July 2023

- Small workshops on pest plant identification and removal (Kara Goddard), maramataka (Te Pu-A-Nga Maara)
- Planting at inanga spawning zone
- Action plan updates from three-day wānanga.

October 2023 Papatūānuku Kōkiri Marae

- Young Leaders helped with Kai Ika programme by distributing fish frames to whanau
- Assisted Marae staff in the garden
- Workshopped new name for Young Leaders Programme (REAL)

14 December 2023 end of year event in City

- Gardening at City Mission hostel on Franklin Road
- Celebration at Auckland House in Albert Street
- Recruiting planning of Young Leaders for 2024



Co-Ordinator Community Engagement wānanga



Upcoming dates booked

- Puketāpapa- Maungakiekie-Tāmaki 26 February 2024
- Waitakere Ranges-Whau 7 March 2024
- Manurewa-Franklin-Papakura 2 April 2024

Māngere-Ōtāhuhu and Ōtara-Papatoetoe

December 11, 2023, first community engagement was held at Māngere Mountain Education Centre

25 attendees from groups with interest and on-going mahi in the Māngere-Ōtāhuhu and Ōtara-Papatoetoe to understand the purpose of the MHF and to share, Collaborate and discuss thinking on our toanga.

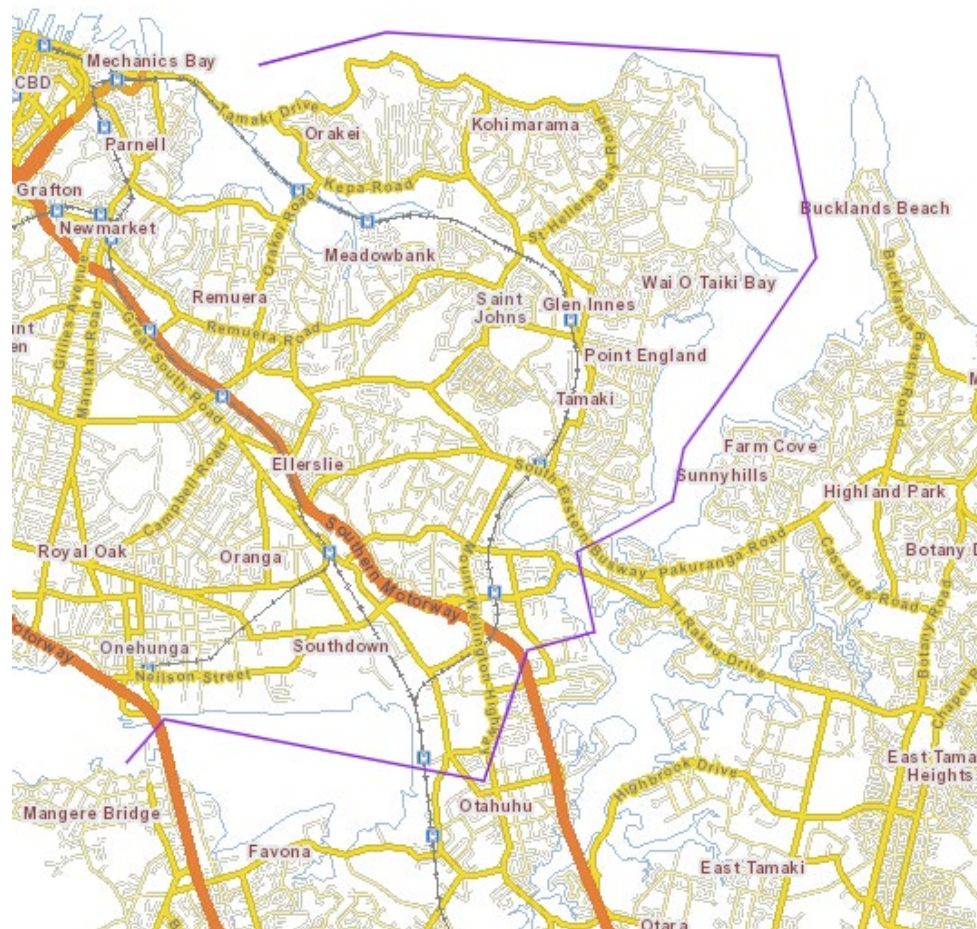


32nd Annual Portage Crossing (Sanctioned)

Combined MHF & TEEF stall at Māngere domain

- Venue:** Okahu Bay, Tamaki Drive - Manukau Harbour, Mangere Bridge
- Date:** Sat 24th Feb 2024
- Distance:** 18km-5km-5km
- Host:** Portage Crossing

The Portage Crossing Regatta, is a revival of the historic ancient Māori route, originally used by Hoturoa and the Tainui Waka. This crossing between the Waitematā and Manukau harbour was also utilised by the early settlers of Tamaki Makaurau when transporting their fishing boats between the harbours. The regatta starts at Okahu Bay, Auckland, which travels down the Tamaki estuary to Nga Hau Maiangi waka ama clubrooms. Waka is then placed on trollies or single axis trailers and pushed through Portage Road Otahuhu to Mangere Inlet Manukau Harbour. Waka then races up the harbour to Mangere Bridge waterfront road reserve, where a family festival is in progress. Paddlers are welcomed by Tainui tribe and a Powhiri is held.



Above; Indicative path of race





-
- **Pātai/kōrerorero**
 - **Questions/Discussion**



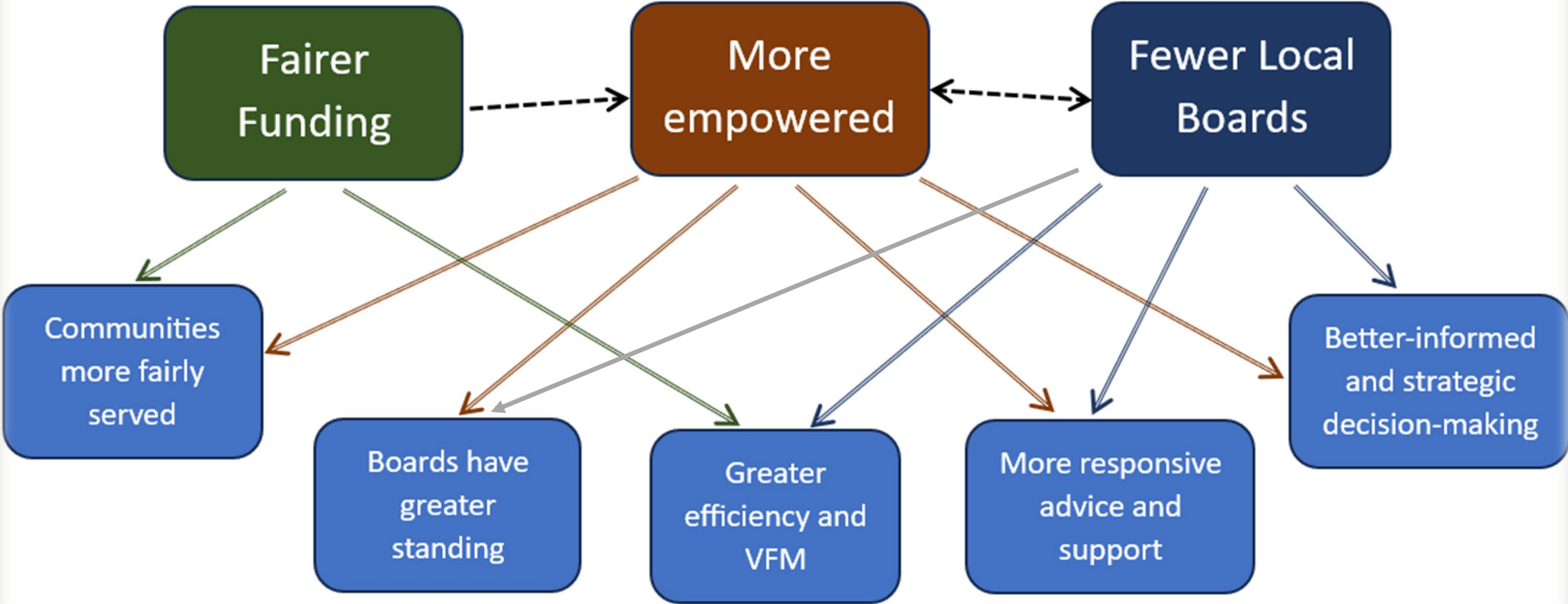
The Proposal for Fewer and More Empowered Local Boards

Seeking your ideas on proposals for change

Local Board workshops
February 2024



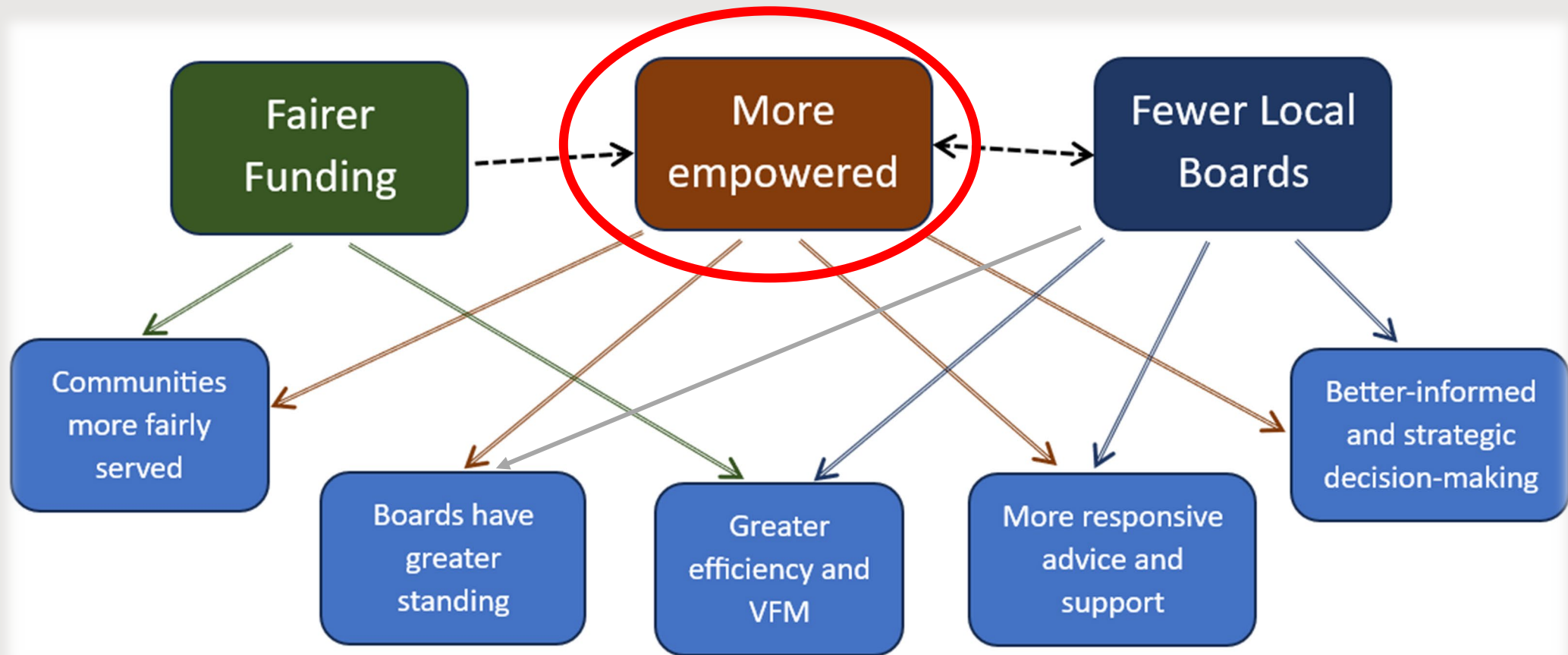
Integrating the Mayor's proposals for change



More Empowered Local Boards



What are the problems we are trying to solve? What opportunities could this create?



The change journey

2010 - 2015

- - Establish local boards and embed processes

2016 - 2022

GFR made recommendations on:

- - policy
- - funding & finance
- - governance & representation
- - organisational support
- - 2021 Increased Decision-making

2023 -

- -Mayoral proposals



The case for more empowered local boards

**why have
more
empowered
boards**

**what would
more
empowered
boards do**

**the costs
& benefits
of change**

**what do
staff need
to do
differently**



How well do current local boards represent communities of interest?

**Communities
of Interest**

- **LGC dimensions that need to be taken into account:**
 - **Perceptual**
 - **Functional**
 - **Political**
- **Linked to increasing LB influence**
- **Current communities of interest**
 - **Aotea GB, Waiheke, Rodney, Franklin**
 - **urban boards?**



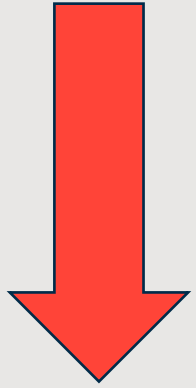
What is the problem?

**Why
fewer/more
empowered?**

- **X 21 makes delivery challenging**
- **Few people engage with their local board**
- **Member satisfaction is low**
- **Local board influence is limited**
- **Systems & processes are complex**
- **Quality advice resources are limited**
- **Focus is too operational**

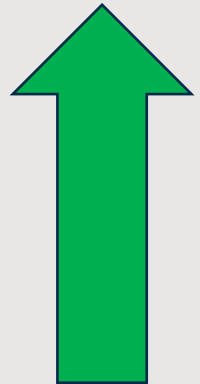


What do recent survey results show?



**Quality of life
surveys
2012-2022**

- **11% overall decline in feeling the public has influence over Auckland Council decisions**



**Residents
surveys
2016-2023**

- **Re Have your Say:**
 - “easy to” from **28% to 33%**
 - “opportunities to” from **28% to 42%**
 - “had their say” from **17% to 20%**



How are boards feeling?

**Mayoral
office survey
2023**

- **More support**
- **Full-time role**
- **More decision-making**
- **Too much analysis & consultation**
- **Community want them to do more**
- **More autonomy, control over \$**
- **Better quality advice**
- **Respect**



How do local boards feel about the support and advice they receive? (numbers in brackets are 2021 response)

Elected member survey 2023

- Number of respondents – **75%** (91%)
- Overall satisfaction with advice & support - **74%** (87%)
- Satisfaction with delivery & timeliness of advice and support:
 - verbal & written - **72%** (82%)
 - responsiveness to requests & queries – **65%** (73%)
 - timeliness of formal advice & information – **65%** (73%)
 - proactiveness of communications – **66%** (68%)
 - communications guidance – **76%** (64%)
 - policy, strategy & planning – **69%** (75%)
 - financial information – **60%** (77%)
 - legal guidance – **63%** (56%)

Decreases in satisfaction are show in red
Increases are show in green



What might more empowered local boards look like?

**Sufficient
strategic
advice**

**Sufficient
resourcing &
accountability**

**Maximum
powers under
LGACA**

**LGACA
Subsidiarity
test met**



More empowered local boards will have:

**Sufficient
strategic
advice**

to

- **operate in ways that meet their communities' needs**
- **develop local policy approaches**
- **support their influence at the GB level**
- **engage effectively with their people**
- **support simple & flexible systems and processes**
- **receive advice not just information**



More empowered local boards might have:

**sufficient
funding,
resources &
accountability**

to

- **have funded minimum standards**
- **raise funds for services above these minimums**
- **have other activities if they fund them**
- **have more delegations, incl working with AT on local transport delegations**
- **have the accountability that comes with empowerment**



Supporting more empowered local boards

Suggested approach

- **simpler approaches & less duplication**
- **find ways to be more responsive and flexible**
- **develop different processes fit for different communities**
- **lift local board activity to a more governance level**
- **review advice so its led organisation-wide**
- **review plans & policies to fit with local board needs**
- **review the local board support model**
- **improve governance & quality advice skills**



What's next?

- **Staff are presenting to all 21 local boards during February**
- **Feedback at workshop or throughout Feb to representationproject@aucklandcouncil.govt.nz or via your LB team**
- **Other targeted engagement also underway**
- **Read the 2 Feb JGWP agenda item on the case for more empowered local boards and engage with your rep on the JGWP**
- **Reports on your March business meeting agendas**
- **Feedback will be reported back to the JGWP and GB**
- **A detailed discussion paper on a more empowered approach is being prepared and will be presented to the JGWP in March or April**
- **A value for money assessment is also underway**



Review of representation arrangements & Local board reorganisation plan

February 2024



What this is about

- Review of representation arrangements for the 2025 elections:
 - Number of councillors, wards
 - For each local board: number of members, subdivisions, local board name
 - Council is required to do this review
- Reorganisation plan for local boards:
 - Establishing or reorganising local boards
 - Representation arrangements for any changed local boards
 - Council is not required but has the opportunity to do this



Summary

	Representation review	Reorganisation application
Legislation	Local Electoral Act 2001, s 19H	Local Government Act 2002, sched 3A
Scope	<ul style="list-style-type: none"> • Total number of councillors • Wards and boundaries • Number of members of local boards • Subdivisions and boundaries • Names of local boards 	<ul style="list-style-type: none"> • Number of local boards • Local board boundaries • Representation arrangements for each local board
Output	<ul style="list-style-type: none"> • A proposal for 2025 elections which is publicly notified for submissions • Appeals determined by Local Government Commission 	<ul style="list-style-type: none"> • A local board reorganisation plan which is submitted to the Local Government Commission for approval
Frequency	At least once every six years	Ad hoc



Review of representation arrangements

Local boards



What can be reviewed for each local board

- Total number of members
- Whether members are elected at-large or by subdivision
- If by subdivision:
 - Subdivision names and number of members in each
- Local board name



Matters to consider

There are two key matters to consider:

- Effective representation of communities of interest
- Fair representation



Effective representation of communities of interest

- If members are currently elected at-large, is there a case for creating subdivisions to ensure all communities of interest are represented?
- If there are currently subdivisions – do they still provide for effective representation of communities of interest or are there different geographical communities of interest now?



What does community of interest mean?

Local Government Commission guidance – three dimensions:

1. Perceptual:

- a sense of belonging to an area or locality which can be clearly defined

2. Functional:

- the ability to meet with reasonable economy the community's requirements for comprehensive physical and human services

3. Political:

- the ability of the elected body to represent the interests and reconcile the conflicts of all its members



Fair representation (if there are subdivisions)

The + / - 10% rule:

The ratio of population per member within a subdivision must not vary by more than 10 percent from the average across the whole local board.

The council can decide to not comply if complying would compromise effective representation of communities of interest but the Local Government Commission makes the final determination.

The rule applies to subdivisions within a local board. There is no rule requiring all local boards to have the same representation ratios.



Boards with subdivisions – current non-compliance with 10% rule

	Pop	Mbrs	Pop per mbr	Diff from quota	% diff
Rodney Local Board Area					
Wellsford Subdivision	6,960	1	6,960	-2,036	-22.63
Warkworth Subdivision	23,600	3	7,867	-1,129	-12.55
Kumeū Subdivision	40,900	4	10,225	1,229	13.67
Dairy Flat Subdivision	9,500	1	9,500	504	5.61
Total	80,960	9	8,996		
Hibiscus and Bays Local Board Area					
Hibiscus Coast Subdivision	64,800	4	16,200	1,563	10.67
East Coast Bays Subdivision	52,300	4	13,075	-1,563	-10.67
Total	117,100	8	14,638		
Albert-Eden Local Board Area					
Ōwairaka Subdivision	50,200	4	12,550	125	1.01
Maungawhau Subdivision	49,200	4	12,300	-125	-1.01
Total	99,400	8	12,425		

	Pop	Mbrs	Pop per mbr	Diff from quota	% diff
Maungakiekie-Tamaki Local Board Area					
Maungakiekie Subdivision	32,100	3	10,700	-1,314	-10.94
Tamaki Subdivision	52,000	4	13,000	986	8.20
Total	84,100	7	12,014		
Howick Local Board Area					
Pakuranga Subdivision	43,100	3	14,367	-3,144	-17.96
Howick Subdivision	44,000	3	14,667	-2,844	-16.24
Botany Subdivision	70,500	3	23,500	5,989	34.20
Total	157,600	9	17,511		
Otara-Papatoetoe Local Board Area					
Papatoetoe Subdivision	60,700	4	15,175	1,361	9.85
Ōtara Subdivision	36,000	3	12,000	-1,814	-13.13
Total	96,700	7	13,814		
Franklin Local Board Area					
Waiuku Subdivision	16,350	2	8,175	-1,308	-13.80
Pukekohe Subdivision	41,800	4	10,450	967	10.19
Wairoa Subdivision	27,200	3	9,067	-417	-4.39
Total	85,350	9	9,483		



Summary of known issues

Local board	Issue	Status	Source
Devonport-Takapuna	Looking at a name change		Advised by Local Area Manager
Devonport-Takapuna	Saunders reserve is split between Devonport-Takapuna and Upper Harbour LB, requiring two different reserve management plans	Investigated. Problem is due to a large meshblock. Solution is to split the meshblock and to undertake a minor boundary change to the local board boundary.	Member George Wood.
Franklin	Looking at a name change		Advised by Senior Māori Outcomes and Engagement Advisor
Franklin	Subdivisions do not comply with 10 percent rule. Largest variance is Waiuku at -13.80%		Current statistics
Hibiscus and Bays	Subdivisions do not comply with 10 percent rule. Variance is 10.67%.		Current statistics.
Howick	Subdivisions do not comply with 10 percent rule. Largest variance is Botany at 34.20%	Staff to attend workshop with Howick Local Board on Thursday 1 February 2024	Current statistics.

Local board	Issue	Status	Source
Maungakiekie-Tāmaki	Maungakiekie subdivision does not comply with 10 percent rule being -10.94%		Current statistics.
Ōtara-Papatoetoe	Ōtara subdivision does not comply with 10 percent rule being -13.13%		Current statistics
Rodney	Rearrange subdivisions to provide better rural representation	NAG convened a workshop with board members 22 November 2023. The local board has not considered its position yet.	Proposal from the Rodney Northern Action Group (NAG)
Rodney	Subdivisions do not comply with 10 percent rule. Largest variance is Wellsford at -22.63%		Current statistics.
Rodney	Subdivision arrangement	A board member has submitted a suggestion	
Upper-Harbour	Create subdivisions	Investigated possible subdivisions for compliance and seems ok. Not yet discussed with local board.	Suggestion from then Councillor Linda Cooper in 2019

Governing body representation arrangements

Proposal is being developed on basis of 20 councillors to ensure rural areas continue to have distinct representation

Wards not likely to be much different to current arrangements since they must comply with the +/- 10% rule



Local board reorganisation plan

Number of local boards



Why consider a local board reorganisation?

- Current arrangements are not dysfunctional but there is the opportunity to consider improvements
- Fewer and more empowered (Mayor Brown)
- Fewer but their voice counts for more (Hon Rodney Hide)
- There are currently:
 - 21 local board plans
 - 21 local board venues
 - 21 local boards for the staff organisation to support
 - 21 local boards for media to deal with
 - 21 local boards for CCOs to liaise with



Background context

- In 2009 the Royal Commission on Auckland Governance recommended:
 - a unitary authority
 - 6 “local councils” (4 urban and 2 rural)
 - a community board for the CBD
- It had also considered a model of 11 local councils.
- The government decided there should be between 20 and 30 local boards
- The Local Government Commission determined 21 local boards



Mayor's preference

The Mayor has recommended an option based on the Royal Commission's model of 11 local councils but with each of the islands retaining a separate local board, making a total of:

- 13 local boards



Joint Governance Working Party (JGWP)

- The JGWP has examined some models for change:
 - Amalgamate two local boards where there are two local boards in one ward, giving 15 local boards
 - Mayor's preference for 13 local boards
 - Models based on current clustering of boards
- The JGWP recommended to the Governing Body to develop the 15 local board model further in comparison to the status quo
- The Governing Body has confirmed this approach by resolution



Local government size – large territorial authorities and community level

TA	Pop	Members	Com Bds	
Christchurch City	389,400	16	6	
Wellington City	213,090	15	2	
Hamilton City	179,900	14	NA	No community level
Tauranga City	158,300	10	NA	No community level
Dunedin City	130,410	14	6	
Lower Hutt City	112,450	12	NA	No community level
Whangarei District	100,500	13	NA	No community level
Hastings District	90,650	15	1	
Palmerston North City	90,390	15	NA	No community level
Waikato District	88,850	13	6	
New Plymouth District	87,790	14	5	
Note: Tauranga is prior to commissioners				

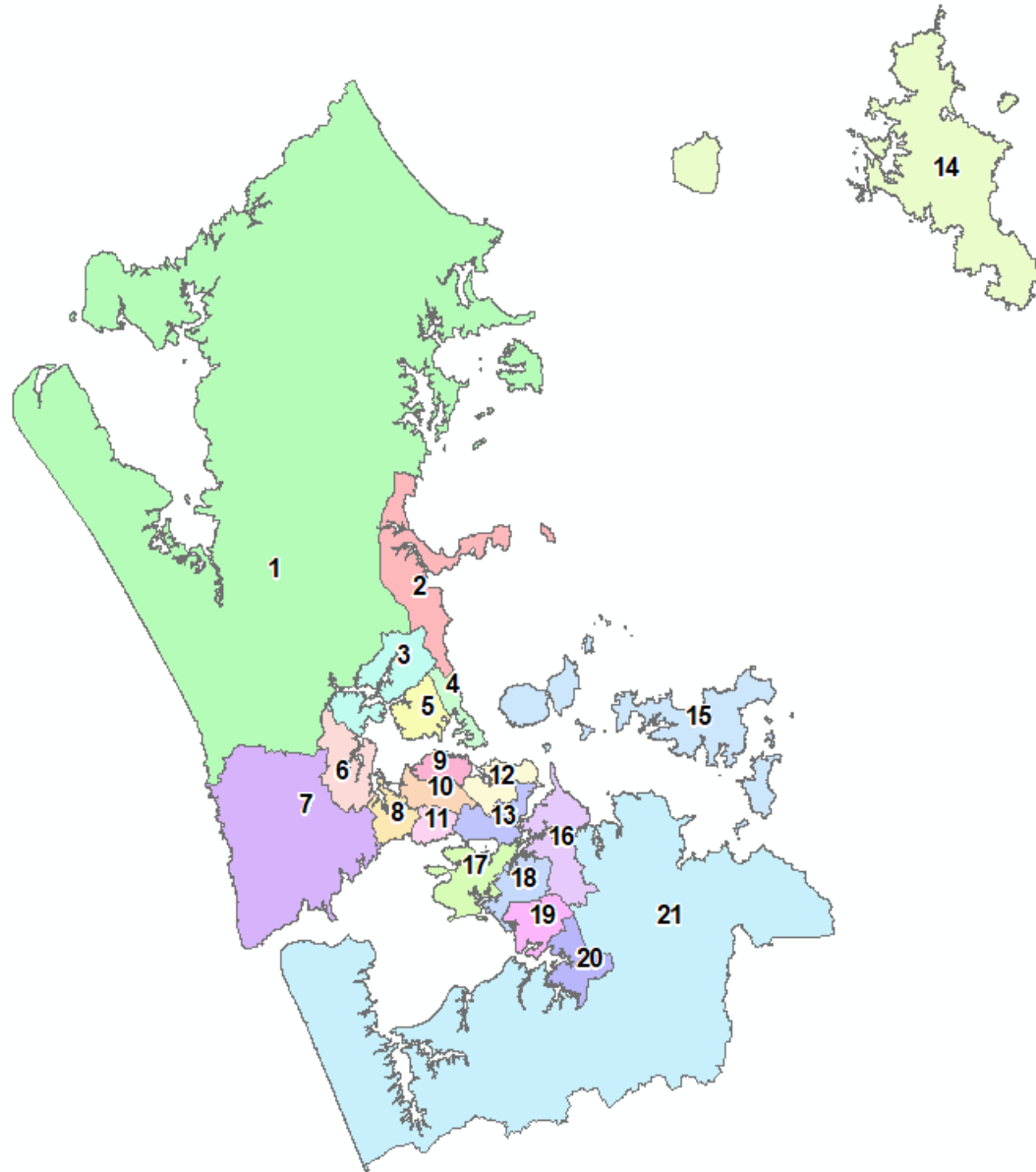
Hamilton is the largest TA without a community level

180,000 pop

Use Hamilton as benchmark for maximum population size??



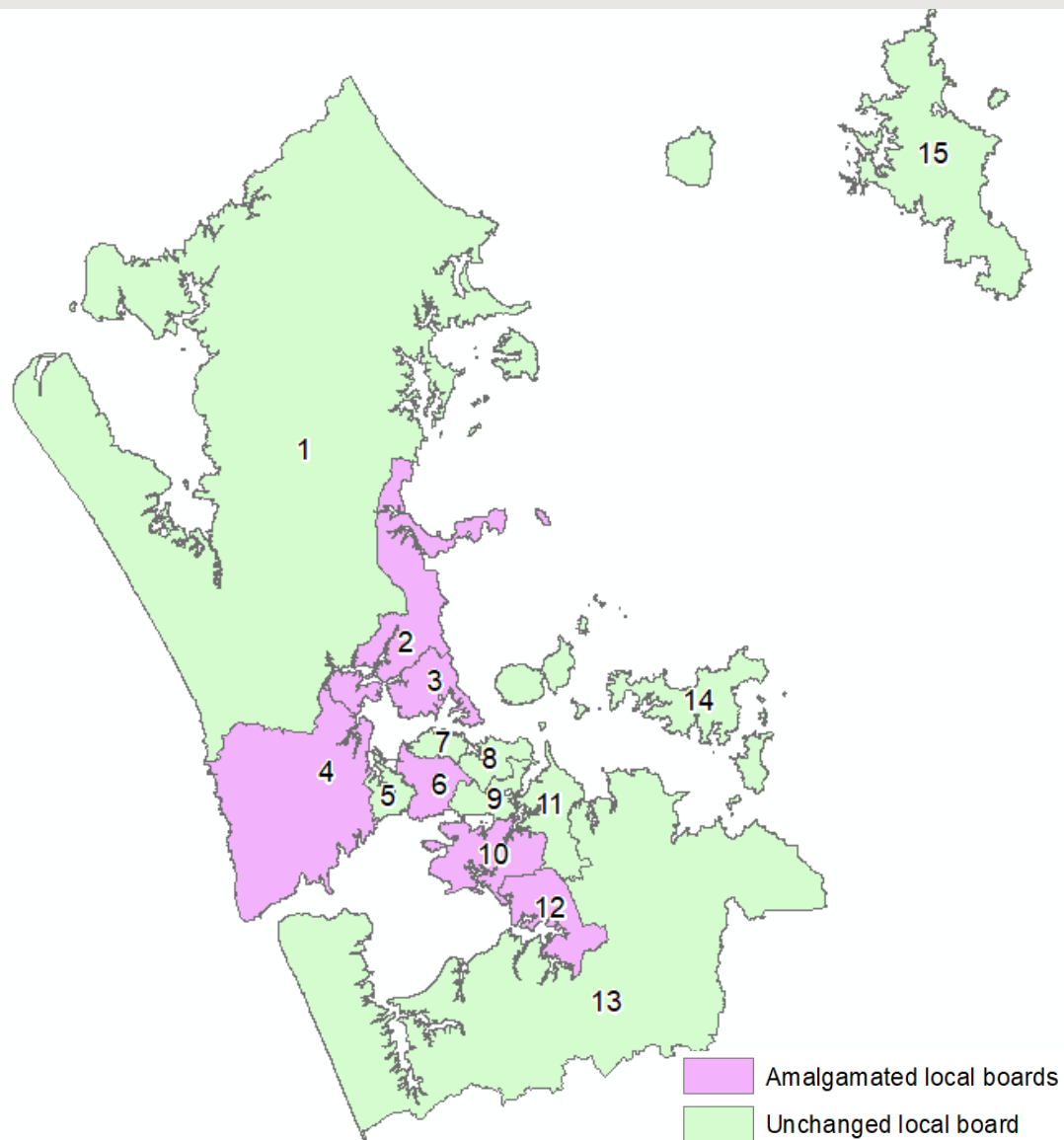
Status quo



Map ID	Local Board	Pop 2022
16	Howick	152,500
6	Henderson-Massey	128,500
2	Hibiscus and Bays	113,400
19	Manurewa	107,700
10	Albert-Eden	98,000
18	Ōtara-Papatoetoe	93,900
5	Kaipātiki	89,500
17	Māngere-Ōtāhuhu	86,300
12	Ōrākei	85,600
8	Whau	84,000
21	Franklin	83,600
9	Waitematā	83,500
13	Maungakiekie-Tāmaki	81,900
1	Rodney	79,400
20	Papakura	72,900
3	Upper Harbour	71,000
11	Puketāpapa	59,700
4	Devonport-Takapuna	58,100
7	Waitākere Ranges	55,200
15	Waiheke	9,390
14	Aotea / Great Barrier	1,050



15 local boards



Map ID	Contributing Local Boards	Pop 2022	Notes
2	Hibiscus & Bays + Upper Harbour	184,400	
4	Henderson-Massey + Waitākere Ranges	183,700	
12	Manurewa + Papakura	180,600	
10	Ōtara-Papatoetoe + Māngere-Ōtāhuhu	180,200	
6	Albert-Eden + Puketāpapa	157,700	
11	Howick	152,500	No change
3	Kaipātiki + Devonport-Takapuna	147,600	
8	Ōrākei	85,600	No change
5	Whau	84,000	No change
13	Franklin	83,600	No change
7	Waitematā	83,500	No change
9	Maungakiekie-Tāmaki	81,900	No change
1	Rodney	79,400	No change
14	Waiheke	9,390	No change
15	Aotea/Great Barrier	1,050	No change

Affected: 12

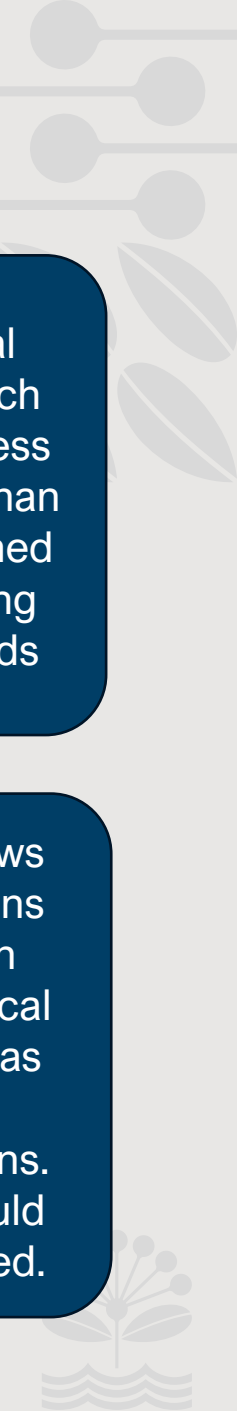
Unaffected: 9

15 local boards - representation of affected local boards - showing legal maximum of 12 members

Current boards	Subdivisions	Members		New boards	Subdivisions	Members
Hibiscus & Bays	East Coast Bays 4	8	➔	Albany	East Coast Bays	12
	Hibiscus Coast 4				Hibiscus Coast	
Upper Harbour		6			Upper Harbour	
Henderson-Massey		8	➔	Waitākere	Henderson-Massey	12
Waitākere Ranges		6			Waitākere Ranges	
Manurewa		8	➔	Manurewa-Papakura	Manurewa	12
Papakura		6			Papakura	
Māngere-Ōtāhuhu		7	➔	Manukau	Māngere-Ōtāhuhu	12
Ōtara-Papatoetoe	Ōtara 3	7			Ōtara	
	Papatoetoe 4				Papatoetoe	
Albert-Eden	Maungawhau 4	8	➔	Albert-Eden-Puketāpapa	Maungawhau	12
Puketāpapa	Owairaka 4				Owairaka	
			6			
Kaipātiki		8	➔	North Shore	Kaipātiki	12
Devonport -Takapuna		6			Devonport-Takapuna	

New local boards each have two less members than the combined contributing local boards

Table shows subdivisions based on existing local board areas and subdivisions. These could be changed.



Hypothetical membership – all boards

Local Boards	Pop 2022	Amalgamated?	Proposed Members	Current members
Hibiscus & Bays + Upper Harbour	184,400	Amalgamated	12	14
Henderson-Massey + Waitākere Ranges	183,700	Amalgamated	12	14
Manurewa + Papakura	180,600	Amalgamated	12	14
Ōtara-Papatoetoe + Māngere-Ōtāhuhu	180,200	Amalgamated	12	14
Albert-Eden +Puketāpapa	157,700	Amalgamated	12	14
Howick	152,500	No change	9	9
Kaipātiki + Devonport-Takapuna	147,600	Amalgamated	12	14
Ōrākei	85,600	No change	7	7
Whau	84,000	No change	7	7
Franklin	83,600	No change	9	9
Waitematā	83,500	No change	7	7
Maungakiekie-Tāmaki	81,900	No change	7	7
Rodney	79,400	No change	9	9
Waiheke	9,390	No change	5	5
Aotea/Great Barrier	1,050	No change	5	5
			137	149



Local board reorganisation plan

What are the legislative requirements?



When Local Government Commission considers our local board reorganisation plan

- Process is technically a “unitary authority-led reorganisation application”
- Commission must approve it unless:
 - The council does not provide the required documentation
 - The council has not complied with subparts 1 & 2 (next slide)
 - **The council has not considered the views and preferences of affected local boards**
 - **The plan does not have the support of affected communities.**
- Important to document the views and preferences of local boards and that the Governing Body has considered them
- Important to document community support

<https://legislation.govt.nz/act/public/2002/0084/latest/LMS906708.html>



What council must consider

- the **scale** and **likelihood** of achieving objectives:
 - enabling democratic decision making by, and on behalf of, communities
 - better enabling the purpose of local government
 - efficiencies and cost savings
 - boards have the necessary resources
 - effective responses to opportunities, needs, and circumstances of the area
 - alignment with communities of interest
 - enhanced effectiveness of decision making
 - enhanced ability of local government to meet the changing needs of communities for governance and services into the future
 - co-governance and co-management arrangements

- implementation costs
- consequences of not implementing
- communities of interest
- public support
- views and preferences of affected local boards

<https://legislation.govt.nz/act/public/2002/0084/latest/LMS906710.html>

<https://legislation.govt.nz/act/public/2002/0084/latest/LMS906695.html>



Objectives - comments

Democratic decision making by, and on behalf of, communities

- one of the purposes of local government
- can be broken into its elements:
 - “democratic decision making”: elected entity is accountable electorally
 - “by communities”: community participation (engagement) in decisions and in the democratic electoral process
 - “on behalf of communities”: representative democracy
- any change must enable **community engagement** and **effective decision-making**



Objectives - comments

Purpose of local government:

- includes promoting the four well-beings in the present and for the future

Efficiencies and cost savings:

- a value-for-money exercise is being carried out
- intuitively 15 local boards is a more efficient arrangement for those who support all local boards

Boards have the necessary resources:

- will be possible to upscale the level of advice and support

Effective responses to opportunities, needs and circumstances:

- combined boards will have more resources than they currently have



Objectives - comments

Alignment with communities of interest

- all boards will align with wards on one-to-one basis (except islands)

Enhanced effectiveness of decision making

- empowered boards (separate presentation)
- fewer boundary issues for amalgamated boards

Enhanced ability to meet the changing needs of communities for governance and services into the future

- reorganisation plan to take account of future development

Co-governance and co-management arrangements

- reorganisation plan to take account of settlement arrangements



Next steps



Your comments are welcome – reorganisation plan

Note there are two options to compare –

- status quo (21 local boards)
- 15 local board model

Use the legislative requirements in previous section to assist you with thinking about this



Your comments are welcome – representation review

- This is based on the current arrangements (21 local boards)
- Is your board thinking of a name change?
- If your board currently has subdivisions, are they still adequate?
- If your board does not have subdivisions, should it have subdivisions in order to provide more effective representation of communities of interest?
- If subdivisions do not comply with the +/-10% rule, staff will make further contact to discuss options



Timeline

- March - formal reports to boards
- Joint Governance Working Party considers recommendations to Governing Body
- May – Governing Body:
 - resolves initial proposal for representation arrangements for 2025 (including 21 local boards)
 - agrees on draft local board reorganisation plan for consultation
- June – August - submissions and hearings
- September – Governing Body makes final decisions:
 - Proposal for representation arrangements
 - Local board reorganisation plan



Questions?

