

Devonport-Takapuna Local Board Workshop Programme

Date of Workshop: Tuesday 18 April 2023
 Time: 2pm – 5pm
 Venue: Devonport-Takapuna Local Board Office, Ground Floor, 1 The Strand, Takapuna and MS Teams
 Apologies:

Time	Workshop Item	Presenter	Governance role	Proposed Outcome(s)
2.00 – 4.00	<p>1. Integration and Programming</p> <ul style="list-style-type: none"> - Community Investment Advice 2 <p>This workshop material and discussion is confidential under LGOIMA Section 7 (2): <i>(f) maintain the effective conduct of public affairs through—</i> <i>(i) the free and frank expression of opinions by or between or to members or officers or employees of any local authority, or any persons to whom section 2(5) applies, in the course of their duty;</i> <i>(b) protect information where the making available of the information –</i> <i>(ii) would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</i></p> <p>Attachments:</p> <ul style="list-style-type: none"> 1.1 Pack 1 - Base Info Table 1.2 Pack 2 – A1 Maps 1.3 Pack 3 – Lease Info Table 1.4 Pack 4 – Service Delivery Models 1.5 Pack 5 – Market/Council Provisions 1.6 Pack 6 – HMI Data 	<p>Jonathan Hope Principal Integration Specialist</p> <p>Gemma Kaldesic Integration Specialist</p> <p>John Nash Programme Manager</p> <p>Richard Hughes Service Strategy Lead</p> <p>Hao Chen Lead Financial Advisor</p>	Local initiative / preparing for specific decisions	Provide direction on preferred approach

4.00 – 5.00	2. Local Board Services - Local Board Annual Planning Workshop 3: Fees and Charges Attachments: 2.1 Presentation: Fees and Charges DTLB 2.2 Supporting Document: DTLB Fees and Charges attachment	Hao Chen Lead Financial Advisor Maureen Buchanan Senior Local Board Advisor	Setting Direction	Inform future decisions
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Next workshop: 2 May 2023

Role of Workshop:

- (a) Workshops do not have decision-making authority.
- (b) Workshops are used to canvass issues, prepare local board members for upcoming decisions and to enable discussion between elected members and staff.
- (c) Members are respectfully reminded of their Code of Conduct obligations with respect to conflicts of interest and confidentiality.
- (d) Workshops for groups of local boards can be held giving local boards the chance to work together on common interests or topics.

Devonport-Takapuna Local Board Workshop Record

Date of Workshop: Tuesday 18 April 2023
Time: 2pm – 5:10pm
Venue: Devonport-Takapuna Local Board Office, Ground Floor, 1 The Strand, Takapuna and MS Teams

Attendees

Chairperson: Toni van Tonder

Deputy Chairperson: Terence Harpur

Members: Peter Allen
Gavin Busch
Melissa Powell
George Wood, CNZM

Staff: Trina Thompson – Local Area Manager
Maureen Buchanan – Senior Local Board Advisor
Rhiannon Guinness – Local Board Advisor
Henare King – Democracy Advisor
Deb Doyle – Community Broker

Workshop item	Presenters	Governance role	Summary of discussion and Action points
<p>1. Integration and Programming</p> <ul style="list-style-type: none"> - Community Investment Advice 2 	<p>Linda Smith Principal Integration Specialist John Nash Programme Manager Richard Hughes Service Strategy Lead Sara Khan Capability and Performance Advisor</p>	<p>Local initiative / preparing for specific decisions</p>	<p>This workshop material and discussion is confidential under LGOIMA Section 7 (2):</p> <p>(f) maintain the effective conduct of public affairs through—</p> <ul style="list-style-type: none"> (i) the free and frank expression of opinions by or between or to members or officers or employees of any local authority, or any persons to whom section 2(5) applies, in the course of their duty; (b) protect information where the making available of the information – (ii) would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information
<p>2. Local Board Services</p> <ul style="list-style-type: none"> - Local Board Annual Plan 3; Fees and Charges 	<p>Hao Chen Lead Financial Advisor Maureen Buchanan Senior Local Board Advisor</p>	<p>Setting direction</p>	<p>The local board was provided with an update on the Local Board Annual Plan development.</p> <p>The local board raised the following points and questions in response to the presentation:</p> <ul style="list-style-type: none"> • Concern that the new Council policy of baseline fees would price out people in areas of deprivation. Staff clarified this had been taken into consideration and that subsidies would be available. • Clarified that changes to fees are not expected to significantly impact revenue for Devonport-Takapuna Local Board • Clarified that the discount framework is adopted regionally and is standard across Auckland. There is likely no possibility for the board to opt out of the community outcome discount, however board does have decision over qualification criteria. <p>Next Steps:</p> <ul style="list-style-type: none"> • Consider the board's position on proposed inclusions/exclusions for discounting framework • Consider what optional customisations would the board would incorporate for groups in the local board area

The workshop concluded at 5.10pm

Devonport-Takapuna Local Board Fees and Charges

2023/2024 Annual Budget

Sugenthy Thomson - Lead Financial Advisor



Purpose of today's session

1. Active Communities Bookable Spaces Fee – Phase 1

- Sharing additional detail on change proposal
- Seeking feedback/direction from the board on the qualification criteria of Community Discounts

Note: The regular annual fee increases for 2022/2023 were not implemented as planned in February 2023, this was so 2023/2024 fees could be implemented 1 July 2023 rather than February 2024.

2. Changes on fees and charges for 2023/24 Local Board Agreement



Active Communities Bookable Space





Additional Information

Active Communities – Bookable Spaces



Recap: Examples of standardisation of baseline fees



	Baseline (excl. discounts)	
Court Hire	Current	New
Badminton Court Hire	\$10.20 - \$20.00	\$20.00
Basketball Court Hire	\$67.70 - \$83.90	\$80.00
Small Basketball Court Hire	\$28.80 - \$78.80	\$60.00
Squash Court Hire	\$9.80 - \$15.20	\$15.00
Pool Hire	Current	New
Dive Well Hire	\$96.00 - \$190.40	\$150.00
Lane Hire (excl. 50m)	\$32.40 - \$40.40	\$40.00
Lap Pool Hire (excl. WW & 50m)	\$106.10 - \$252.00	\$200.00
Teaching Pool Hire (excl. WW)	\$22.30 - \$70.00	\$100.00
Room Hire	Current	New
Large Room Hire	\$33.40 - \$46.00	\$50.00
Medium Room Hire	\$20.20 - \$33.40	\$40.00
Small Room Hire	\$18.70 - \$50.50	\$30.00
Studio Hire	\$50.00 - \$101.00	\$100.00
Other	Current	New
BBQ Hire	\$15.00 - \$30.30	\$30.00

Note:

- Example of the harmonisation of baseline fees
- Excludes some bespoke services/fees
- Doesn't show discounts



Devonport-Takapuna Local Board - Impact on top 10 users of bookable spaces

- Total revenue in 2021/22 from bookable spaces was \$11k
- Total fee contribution from top 10 customers is \$11k
- When 2021/22 volumes and discount levels are applied, the new revenue will range from \$8k to \$10k. This is using 100% off peak usage to 100% peak time usage.

**2021/22 fee revenue impacted by covid19 closures*



Devonport-Takapuna Local Board- Customer profile

DTLB does not offer community discount.

Customer Detail	
Customer Category	% Sum of Sales
Other Organisation	60%
School ✓	15%
Disability/Youth Group ✓	11%
Sports Team ✓	7%
Trust	7%
Individual Customer	0%
Total	100%

Based on proposed community discounting framework the following user categories would potentially have the community discount applied:

- Schools
- Disability/Youth Groups
- Sports Teams

Trusts and other organisations may fit into the not-for-profit category or may be sports groups operating as a Trust and be entitled to the community rates.

Religious groups may be entitled to a community discount depending on final decisions





Discount Framework

Active Communities – Bookable Spaces



Discounting Framework



	Discount Type	Driver	Current State	Proposal
Incentivising usage	Peak vs. Off-peak times	Demand management	Currently only applicable in southern boards	A 20% discount to encourage booking of space at off-peak times
	Casual vs. Regular hirers	Customer management	Mixed application across the portfolio	A 20% discount to encourage repeat booking of spaces
Supporting the Community	Community Outcomes	Outcome/Policy	Mixed application across the portfolio Multiple associated fee lines	A 30% discount focused on areas that align with policy decisions / outcomes being sought



Qualifying for a Community Discount

Standard Inclusions	Optional Customisation	Standard Exclusions
Schools/Kura: Teams/Clubs and Groups	Religious groups: should religious groups get a community discount for holding services (passive activity)	Celebration bookings - birthdays, weddings etc
Sports Teams (incl. social sports and team trainings)	Groups aligning to LB outcome areas that may not otherwise meet the inclusion criteria	Groups running an event and charging a fee for a return
Not-for-Profit groups working in community (could include religious groups booking for active reasons- e.g. volleyball, etc.)	Whether LB's want to limit community discount to active bookings (i.e. not passive activities)	Corporate bookings Advertising/ filming requests Commercially operated swim school
Seniors (over 65's) and youth groups (under 17's)		
Disability groups		



Next steps:

- Do you agree with proposed inclusions and exclusions for discounting framework?
- What optional customisation would you select for your local board area and for which groups?





2023/24 Local board Agreement refresh



Fees and charges – 2023/24 Local Board Agreement refresh

Business Area	Proposed
Active Communities	Phase 1 review - this was workshopped November last year. The proposal involves decreases and increases in fees due to standardisation and inflation. Please refer to pages 52 – 55 of the Supporting Information for Consultation Document (and slide 5). Proposing to increase 7.5% for the remaining fees
Venue hire (excludes Active Communities bookable spaces)	Proposing a 7.5% increase
Community, Arts Centres and Bookable Library Spaces	Proposing a 7.5% increase (excluding Library Services)

- Fees and charges will be reviewed after public consultation and adopted as part of the Annual Budget process in June-2023 upon Governing Body approval.
- Please refer to attachment for details of local board’s fees and charges
- There were a few errors found in the advertised pricing schedule for Gold, Silver and Bronze gym memberships in the current year. These errors have now been corrected for 2023/24 financial year. The risk and impact is minimal to the local board

