

## Hibiscus and Bays Local Board Workshop Programme

**Date of Workshop:** Tuesday 11 July 2023  
**Time:** 9:45am – 1:15pm  
**Venue:** Council chamber – Ōrewa Service Centre, 50 Centreway Road  
**Apologies:** No apologies

Item	Time	Workshop Item	Presenter	Governance role	Proposed Outcome(s)
		Welcome and apologies	Gary Brown - Chairperson		
	9:45am	Admin time			
1.	10:00am	Parks and Community Facilities update  <b>Attachments:</b> <ul style="list-style-type: none"> <li>• Presentation: Waiake Beach Reserve</li> <li>• Memo: Mairangi Bay Park tree assessment</li> <li>• Monthly report – May 2023</li> </ul>	<b>Kris Bird</b> Area Manager Operations  <b>Prakash Thakur</b> Work Programme Lead  <b>Melissa Johnston</b> Project Manager  <b>Rich Ashlin</b> Senior Arborist	Keeping informed	Receive an update and provide feedback on the concept designs for the Waiake Beach Reserve, review the monthly update and receive an update on trees in Mairangi Bay Park.

2.	11:00am	<p>Auckland Emergency Management – Local Board response plans</p> <p><b>Attachments:</b></p> <ul style="list-style-type: none"> <li>• Presentation: Local board response plan workshop</li> <li>• Local Board Elected Members Response Plan – draft May 2023</li> </ul>	<p><b>Paul Amaral</b> General Manager Auckland Emergency Management</p> <p><b>John Cranfield</b> Head of Response and Recovery</p> <p><b>Adam Maggs</b> Head of Capability and Public Awareness</p> <p><b>Melanie Hutton</b> Head of Resilience</p>	Keeping informed	Receive advice and provide feedback on the local board response plans.
3.	11:45am	<p>Community Resilience</p> <p><b>Attachment:</b></p> <ul style="list-style-type: none"> <li>• Presentation: Community Resilience</li> </ul>	<p><b>Marilyn Kelly</b> Strategic Broker</p>	Keeping informed	Receive an update on resilience planning for the local board area.
	12:15pm	<b>BREAK</b>			

4.	12:45pm	<p>Economic and Contestable Grants criteria 2023/2024</p> <p><b>Attachments:</b></p> <ul style="list-style-type: none"> <li>• Presentation: Review of Hibiscus and Bays Local Board Grants Programme 2023/24</li> <li>• Hibiscus and Bays Local Board Community Grants Programme 2023/2024</li> <li>• Hibiscus and Bays Local Board Economic and Business Grants 2023/2024</li> </ul>	<p><b>James Boyd</b> Grants Advisor</p>	<p>Local initiatives and specific decisions</p>	<p>Review the local board grants programme for 2023/2024.</p>
	1:15pm	Workshop concludes			

**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) Workshops are not open to the public as decisions will be made at a formal, public local board business meeting.
- (d) Members are respectfully reminded of their Code of Conduct obligations with respect to conflicts of interest and confidentiality.
- (e) Workshops for groups of local boards can be held giving local boards the chance to work together on common interests or topics.

# Waiake Beach Reserve – remediate boardwalk and storage shed

11 July 2023

Melissa Johnston - Project Manager, Parks & Community Facilities



# Purpose

- Provide an update on concept designs for:
  - *Removal of the existing storage shed*
  - *Pohutukawa tree limb props*
  - *New storage shed*
  - *Renewal of the concrete path and boardwalk in Aickin Reserve*
- Seek local board feedback/ input
- Next steps





# Project background

This project was first approved as part of the 2020-2023 Hibiscus and Bays Local Board Work Programme (FY21- HB/2020/101).

- In 2020 a large Pohutukawa limb lowered over the boardwalk and caused potential health and safety issues. A consultation process took place with the community and the local board and it was decided that the limb would be removed. Before that could take place the limb was partially removed by vandals and then pruned back properly by a council contracted arborist.
- The old storage shed beside the Pohutukawa has reached the end of its life and needs to be removed from site.
- The Torbay Sailing Club use the old shed to store their equipment and would like to continue to have a storage shed on site when the old one is removed.
- The boardwalk and concrete path on the Aickin Reserve side of the bridge are reaching end of life and need to be replaced.



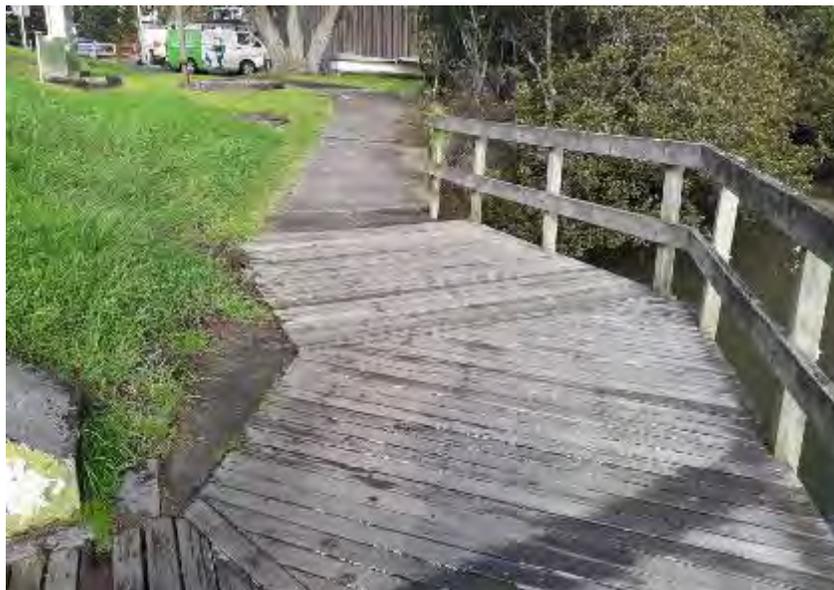
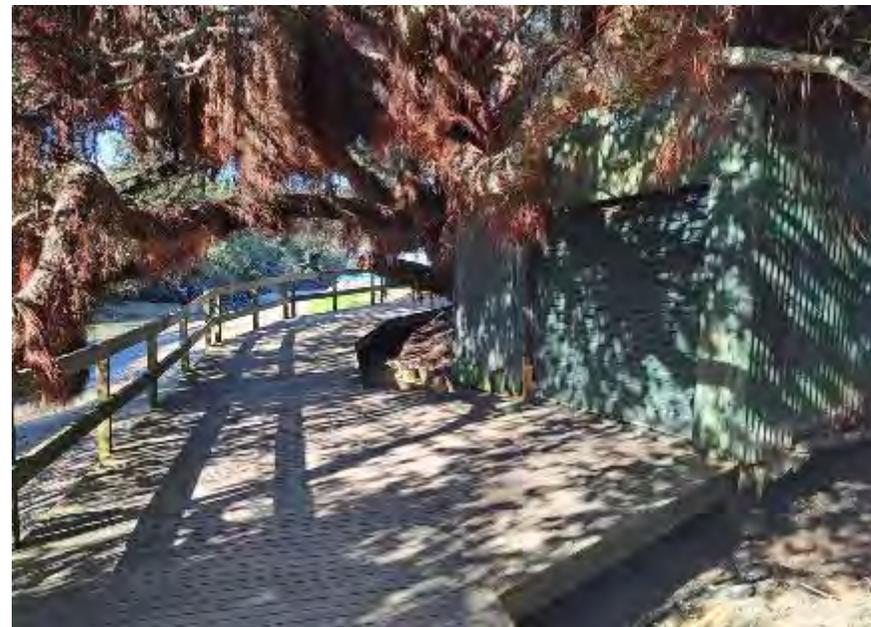


# Site location





# Current status





# Approved funding allocation\*

## Risk Adjusted Programme (RAP)

Project ID	Activity Name	FY2021/ 2023 & Prior years	FY2023/ 2024	FY2024/ 2025	Total
#28190	Waiake Beach Reserve – remediate boardwalk and storage shed	\$48,799	\$191,212	\$110,000	\$350,011

\* To be approved at business meeting on 25 July 2023



# Removal of the existing storage shed

A Structural Assessment in January 2021 gave the following recommendations:

Considering the number of defects identified a refurbishment of the shed is not recommended.

The shed should be replaced under consideration of future growth of the tree.

The repair costs of the existing shed are expected to be similar or greater than the cost of a complete replacement shed.

## Proposed physical works:

- Remove the shed and the concrete slab that it sits on.
- Remediate the ground beneath it with the soil that is built up next to the shed and plant with coastal grasses.
- Redesign existing platform extension from boardwalk to the shed for seating between proposed tree props.



# Pohutukawa tree limb props

Arborists have advised that there are three large limbs that need to be supported by props to ensure the future health of the tree and the health and safety of the public.

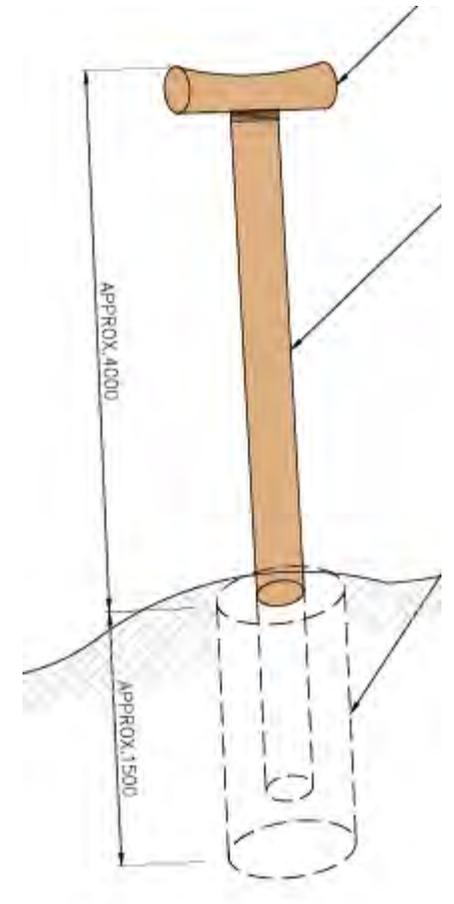
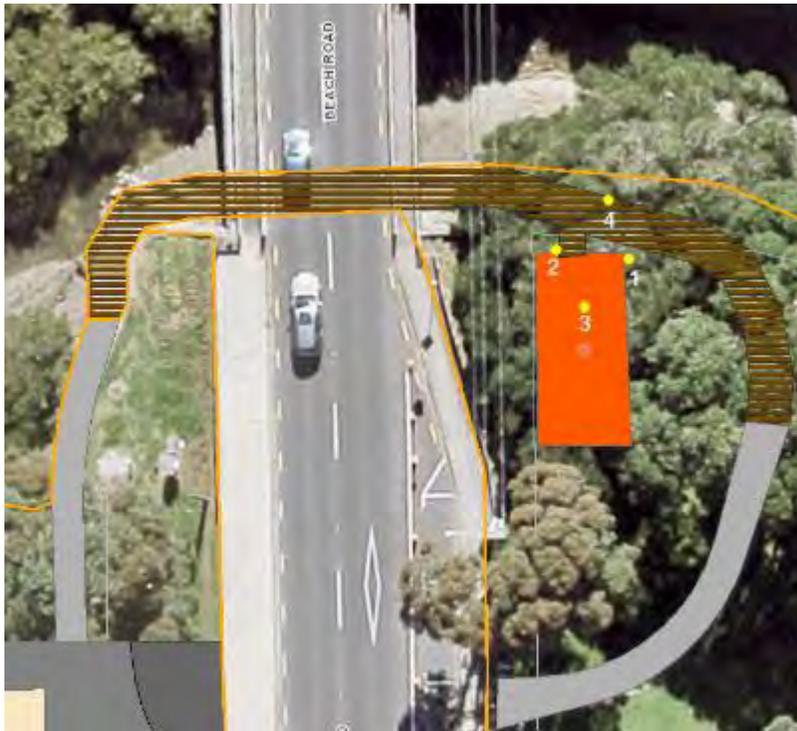
Two of the limbs rest on the roof of the old shed with smaller branches extending above the boardwalk and one of the limbs is growing directly across the boardwalk.

## Concept proposed:

Props 1 & 2 will support the limb lying across the front of the shed.

Prop 3 will be installed inside the shed (prior to the shed being demolished).

Prop 4 will be installed on the outer edge of the boardwalk.



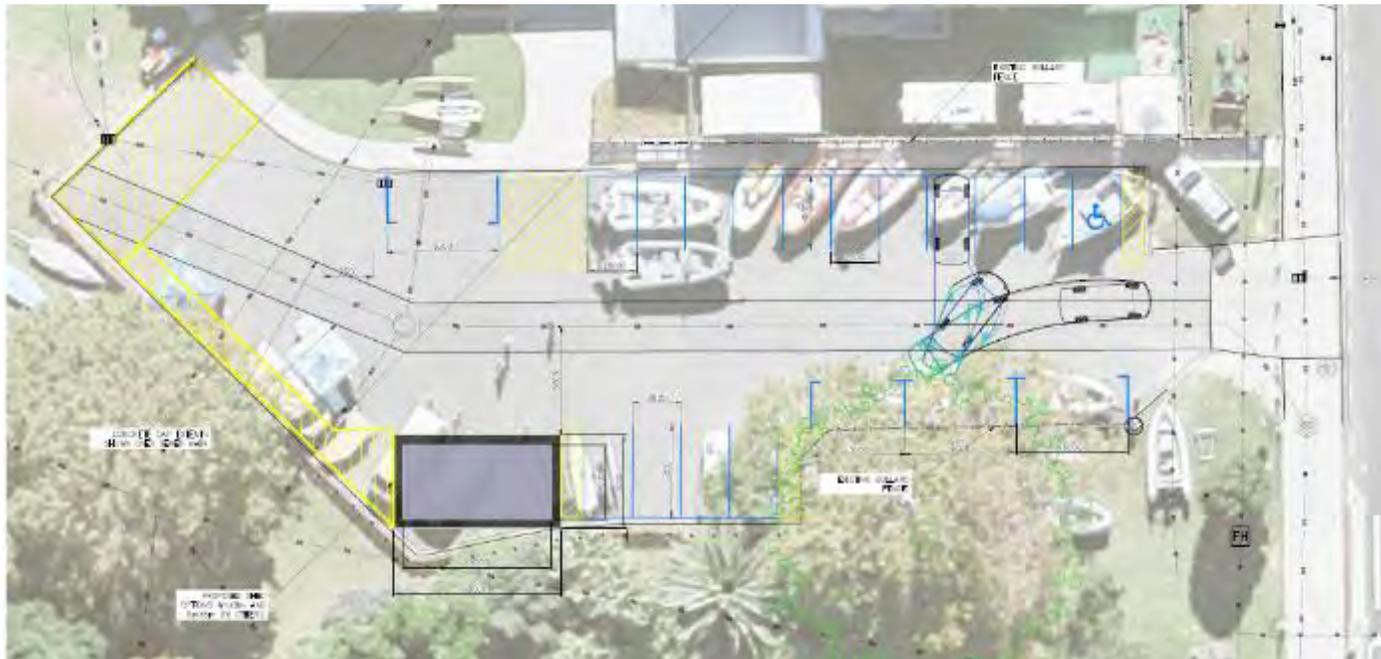


# New storage shed

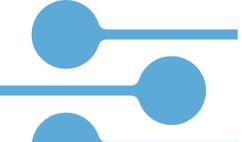
Torbay Sailing Club currently use the old storage shed to store 10 Optimus boats an RIB and various other miscellaneous items used at their annual regatta. The footprint of the existing shed is approximately 45m<sup>2</sup>.

## Concept proposed:

- Location for the new shed is in the south-west corner of the carpark.
- Quotes have been obtained to replace this council asset like for like at 5 x 9m (45m<sup>2</sup>) and at a reduced footprint of 4 x 8m (32m<sup>2</sup>).
- Line mark the carpark to better define the carpark spaces and hashing to indicate non parking areas.







# Total estimated costs

Description	Resource/ Building consents	Estimate
Design, investigation, consents, construction supervision, project management		\$115,500
Construction preliminary and general – Includes establishment, disestablishment, surveys, Site Safety Plan, As-builts etc.		\$55,000
Earthworks, clearing and disposal (including old storage shed)		\$34,000
Reinstatement		\$18,000
Pohutukawa limb tree props	RC	\$21,500
New storage shed (9mx5m)	BC	\$62,000
Renew concrete path and boardwalk	RC & BC	\$112,000
Contingency (25% at concept design)		\$85,000
<b>Total amount</b>		<b>\$503,000</b>





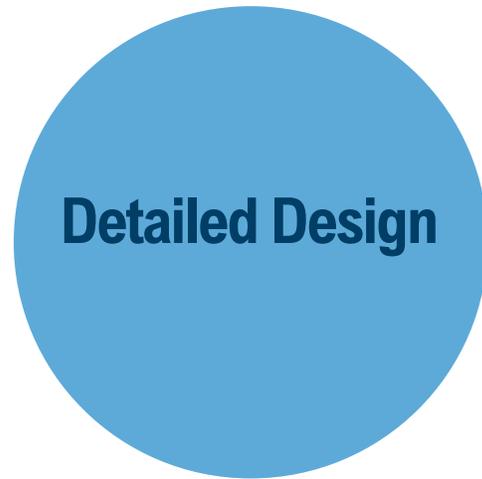
# Seek local board feedback/ input

- Removal of the old storage shed and detailed design for propping of the Pohutukawa limbs.
- Building a new shed in the corner of the carpark in Aickin Reserve and removing 3-4 car parks.
- Modifying the Torbay Sailing Club lease to include the new shed to allow them to store boats.
- Progressing to detailed design for the replacement of the path and boardwalk.
- Possibly allocating additional budget to deliver the project once detailed design is completed.





# Next Steps



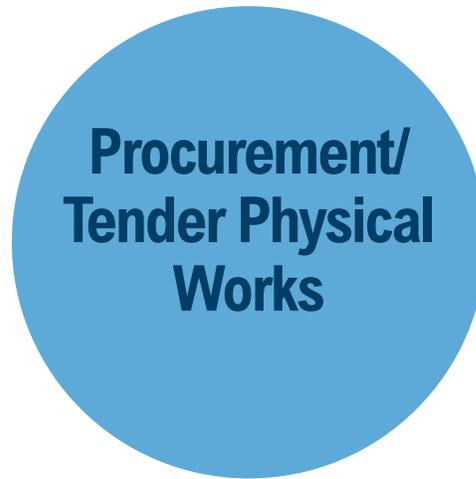
**Detailed Design**

September/ October  
2023



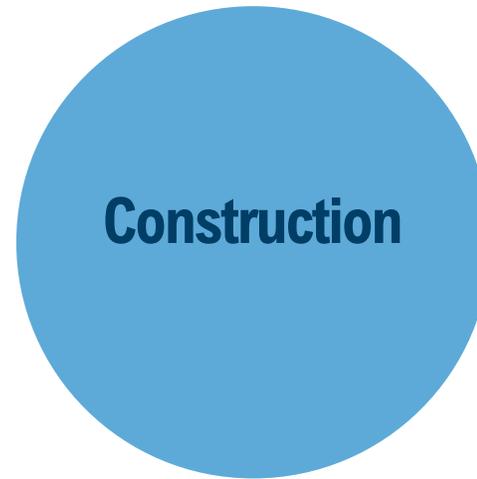
**Resource/  
Building  
Consents**

October/November 2023



**Procurement/  
Tender Physical  
Works**

November 2023



**Construction**

February - May 2024

Timeline is pending Building/Resource Consents, lead time for materials and contractor availability. Timeline may need to be extended.



Thank you

Ngā mihi

## Memorandum

**To:** Hibiscus and Bays Local Board  
**Subject:** Mairangi Bay Park Tree Assessment  
**From:** Richard Ashlin, Senior Arborist, Parks, and Community Facilities  
**Contact information:** [rich.ashlin@aucklandcouncil.govt.nz](mailto:rich.ashlin@aucklandcouncil.govt.nz)

### Purpose

Overview and report on the condition of the mature trees and the continuing maintenance of newly planted trees in Mairangi Bay Park.

### Summary

- overall condition of the park tree's health
- newly planted trees
- young trees
- park ground conditions/constraints.

### Context

Issues highlighted by local resident Linda Hall

- the deteriorating Monterey cypress (*Cupressus macrocarpas*) known as Macrocarpas.
- the removal and loss of the Mexican Pine (*Pinus* sp.)
- pin Oak failure
- the condition of the younger trees
- newly planted trees
- Ngahere Strategy planting.

### Discussion

#### Deteriorating Macrocarpas

The pictures provided by Linda Hall relate to the Macrocarpas (Cypress sp.) and they are looking unhealthy due to them having Cypress Canker which is prevalent throughout Auckland, and we are seeing its affect more now on the large mature Cypress trees throughout the area.

In terms of what we can do, is limited, there are no chemical treatments that consistently eliminate this disease, meaning once the disease has gotten underway, there is little you can do to stop it. In some cases, you can prune diseased parts of the tree, so that only the healthy part continues to grow.

Pruning Macrocarpas is a fine balance as over pruning can also be detrimental to the tree, they do not like over pruning. We deal with them in terms of location and targets, extent of dieback and deadwood and will try to retain as long as possible before removal is undertaken then replant.

#### Removal of Mexican Pine

Linda Hall is correct we had to remove a large mature Pine tree that had died (removal February 2022). Tree was highlighted to us in July 2021, Treescape assessed and found the tree to be completely dead we are unsure of the cause but more than likely multiple causations from extremes of weather (drought/waterlogging) and wood borer beetle damage. The decision was made to reduce some of the sail by removing some of the upper canopy for safety reasons as the tree could not be removed due to the ground conditions in July 2021.

The stem is still in place due to the logistics of the removal and the ground conditions. Having the stem in place is providing habitat and not causing any issues currently.

Treescape are to chip some of the small logs for mulch.

### **Pin Oak failure**

A Pin Oak failed in Cyclone Gabrielle, and this has been repurposed into a living natural play/climbing frame which has gone down well with the community. Unfortunately, trees can and will fail in weather extremes and with the flooding event in January, coupled with the strong winds in the Cyclone trees succumb to root failure and fall over.

### **Park planting, newly planted trees, and Ngahere Strategy planting.**

This year we are focussing on street tree planting looking at replacement plantings for trees lost on the streets, so there has been minimal planting in reserves or parks under the maintenance contract unless there are special projects that need undertaking.

We can highlight Mairangi Bay Park for future planting and we can even plot the trees in Tree Plotter, the new portal we are using to plot and track the new trees that are being planted and we are able to plot future sites as and when needed.

There is also the option to look at planting being carried out as part of the Ngahere Strategy planting program.

As for newly planted or young trees dying or suffering there are multiple issues we face, drought affects, waterlogging, substandard tree stock, vandalism, bad planting, and aftercare. All these things we are working on, we have a new planting specification this year, we are working with the nurseries and assessing the stock to try to find the best trees possible, we have a more rigorous watering and aftercare regime to implement, as well as utilising Tree Plotter to plot and record all the data in relation to tree planting so we can monitor survival rates.

All newly planted trees are to receive four aftercare visits per year, in addition to this there are weekly watering visits for five months of the year over the summer period. The aftercare period is for the first two years after the tree is planted.

Any specific trees, people may be concerned about we can investigate these to ensure they have been receiving what they are supposed to in terms of aftercare maintenance and watering.

Looking at the park it does not appear there has been any recent new plantings.

### **Overall tree condition**

Overall, the condition of the trees in Mairangi Bay Park are good, yes, the Macrocarpas are suffering but they still have large amounts of green foliage, some of the smaller younger trees appear to be suffering and this is more than likely due to the waterlogged conditions in the park. Treescape have worked on multiple trees through the request for service portal and we have had to remove trees as and when needed.

The park is on the forwards work program and will be assessed to see if it needs its cyclic pruning and can be scheduled for works to commence next summer. It will be good to reassess the condition of the trees once they come back in to leaf as there are deciduous species located through the park.

Below is a table to show the maintenance and assessment types we carry out under the maintenance contract.

Designation	Assessment Type	Assessment Frequency	Example
Very High	Active (walk-by)	Weekly to Monthly	Queen St
High	Active (walk-by)	Every three to six months	Auckland CBD
Moderate	Active (walk-by)	Annually	Town Centre
Low	Passive (drive-by) and Active (walk-by) during routine maintenance	Continuous cycle throughout region <sup>6</sup>	Parks and Local Roads

### Report a Problem portal

The best option for any work to be logged or assessed from anyone is to have a service request logged on either the council's 'Report a Problem' webpage or via the council call centre, please see below link and webpage.

By logging the job, it ensures all the information is captured as the person is aware of the relevant information, and this will then go straight through to the contractors to action, assess and carry out any remedial work as deemed necessary. This will generate a recordable work order number for them to follow up on if the needs arises and the contractor will make contact to say they have received it and they will endeavour to complete with 5-10 working days or program and complete within 30 days scheduling dependant. Treescape will also follow up with me if they feel they need further guidance.

You can raise a work order quickly and simply through the link below:

<https://www.aucklandcouncil.govt.nz/report-problem/Pages/report-a-problem.aspx>

# Report a problem

## Report a maintenance problem online

You can now report a maintenance problem online.

We currently deal with problems at:

- parks
- community facilities or venues
- beaches or maunga
- roadside or public spaces.

The problem could be a broken park bench, a blocked toilet or an overflowing litter bin. Tell us the details, upload a picture and we will sort it.

[Report a maintenance problem](#)

### Next steps

- look at replacement/succession plantings for the park that are species specific for the conditions (waterlogged area)

- incorporate this park into the Ngahere Strategy planting plans if not already been highlighted?
- monitor the condition of the trees and act accordingly under the maintenance contract in terms of maintenance
- residents to log jobs if they become concerned using the 'Report a Problem' portal.

**You can raise a work order quickly and simply through the link below:**

<https://www.aucklandcouncil.govt.nz/report-problem/Pages/report-a-problem.aspx>



# HIBISCUS & BAYS

Local Board Report – May 2023

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Storm recovery works have been completed at Kinloch Reserve, Orewa Beach

Report Prepared by Kris Bird – Area Operations Manager



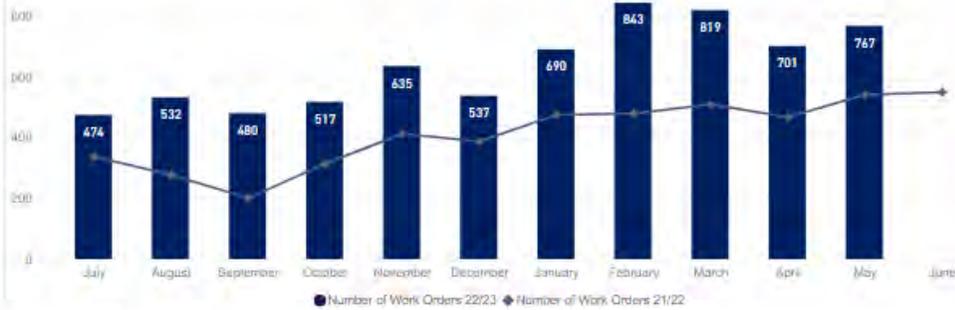
# PERFORMANCE REPORTING

## Audit Results and Request for Service

### Request for Service Received

Total raised for FY22/23 YTD **6995**

Hibiscus and Bays RFS Breakdown



\*Only includes RFS that have resulted in a Work Order for action.

Breakdown of Top 5 Request for Service for May

Service Name	#Received
Structure Maintenance and Repairs	112
Electrical Maintenance Service	103
Tree Maintenance - General	73
Plumbing Maintenance Service	67
Carpentry Maintenance Service	32

Breakdown of Top 5 Request for Service FY22/23 YTD

Service Name	#Received
Tree Maintenance - General	1057
Structure Maintenance and Repairs	976
Plumbing Maintenance Service	780
Electrical Maintenance Service	618
Loose Litter Collection	374

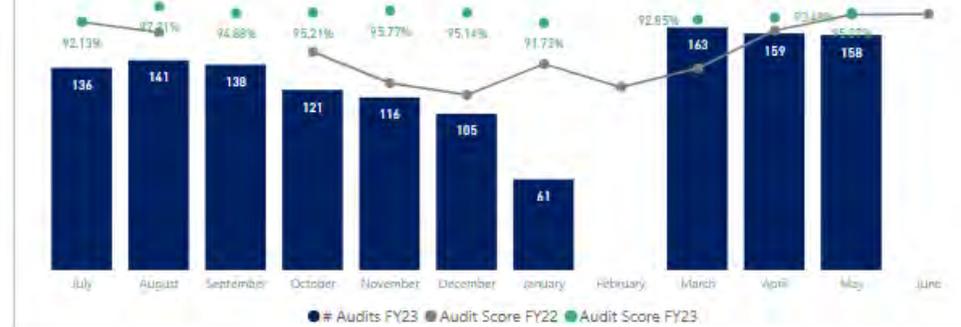
### COMMENTARY

May has seen another rise in RFS numbers with unfortunately another heavy single deluge of rain affecting normal operations, albeit briefly.

Colder weather and shorter days are seeing moss and mould grow quicker, and leaf fall is starting to increase. The darker, shorter days are also highlighting the need for efficient electrical services, and this is shown in the increased RFS demand above.

### Audit Results

Hibiscus and Bays Full Facilities Audits



The highlights and lowlights of audits undertaken FY22/23 YTD are:

#### Highlights YTD

- Turf
- Streetscapes Clean
- Litter
- Furniture, Playgrounds & Recreational Equipment
- Building Cleaning

#### Lowlights YTD

- Water Feature
- Tracks (incl. Structures)
- Street Garden
- Sportsfields
- Hard Surfaces & Paths

### COMMENTARY

Streetscapes Clean (town center cleaning) continues to be a top performer, as well as building cleaning, which after a revamped planned preventative maintenance (PPM) schedule, has been getting the attention it deserves.

Lowlights continue to show the large amount of damage our track networks suffered, and as mentioned with the colder, wetter seasons ahead of us, hard surface cleaning will become a focus for the team to stay on top of.

# MAINTENANCE DELIVERY UPDATE

Corrective, preventive, risk-based and condition-based maintenance

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## Recent Works



Before



After

**Murrays Bay Beach** – re-seeding of sail boat rigging area doing well.



Before



After

**Centennial Park** – undermining of road, resecured.



Before



After

**Red Beach Waterfront** – re-stacking and bolstering of eroded sea wall completed.



# ARBORICULTURE UPDATE

The cultivation of trees and shrubs

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## Arboriculture Maintenance



Treescape undertook weight reduction and crown lifting pruning of a large Eucalyptus sp. (Gum tree), on Glamorgan Drive, Northcross. The tree is growing close to the property and the pruning carried out, focussed on the canopy growing over the house to help alleviate the weight and mitigate any potential future failures. See photos above.

# ARBORICULTURE UPDATE

The cultivation of trees and shrubs

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PARKS & COMMUNITY FACILITIES

## Arboriculture Maintenance



Treescape have completed work at Wade River Road, Wade Heads, Auckland. This work took extensive planning and was hampered by bad weather postponing the works on several occasions. The crews worked in difficult conditions for 3 days to complete the removals of the storm damaged trees that posed a risk of sliding down the bank into the residents properties. The community and residents were very happy with the outcome. Please see above photos.



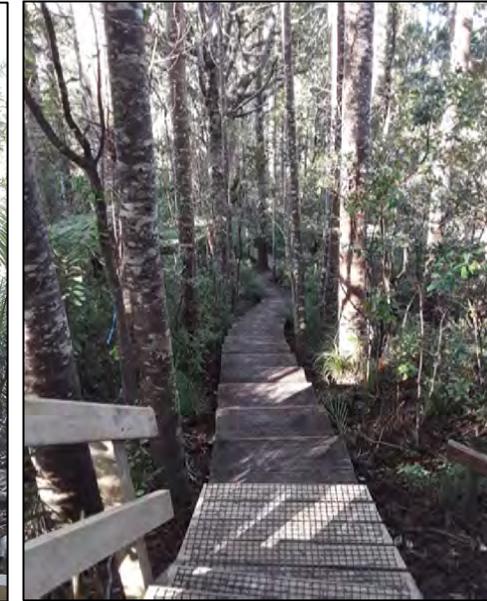
# ECOLOGICAL UPDATE

## Plants, animals and their environment

### Alice Eaves Scenic Reserve - Orewa

Alices Eaves has an interesting background as it is actually owned by the Department of Conservation, however, the Reserve is administered by Auckland Council. Wildlands carry out animal and plant pest control within the site, which is a constant battle, as climbing asparagus seedlings continue to be observed and rats threaten reinvasion. Pest Free Hibiscus Coast also traps within the Reserve and one trap I passed had, in fact, caught a small rat. "Another one bites the dust"!

The beautiful new boardwalk makes walking around Alice Eaves even more delightful as the Kauri forest can be enjoyed without the fear of spreading Kauri dieback disease. The huge Kahikatea and Pūriri are elegant and strong and it is a honour to walk amongst them. If you haven't visited this Reserve lately, I highly recommend it!





# SPORTS FIELDS AND FACILITIES

A field or piece of ground on which agricultural labour is carried out enclosed areas of sports pavilions, stadiums etc

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## Stanmore Bay Park

Field 5 has seen a significant increase in wear this season due to the delay in field 4 renewal works. The club have been left to train on one field with lights at the park for the last 3 months, which has resulted in blow outs on highly concentrated areas up the middle of the field.

The field had to be closed for the last two weeks to allow this to recover with extra rye seed planted and fertilized.

Results from this work attached.





# NOTIFICATIONS

## Community leasing and land-owner approvals

### Community Leasing

#### Community lease movements

- Staff have completed a report for a new lease to the Gulf Harbour Yacht Club. Awaiting legal input of registered leases on the title before progressing this to the local board.
- New lease to Mairangi Bay Scout group resolved at 23 May business meeting. New lease agreement sent to group to be signed.
- Awaiting local board feedback on Yachting NZ application to temporarily occupy and store boats at Aicken Reserve.
- New lease to Browns Bay Marine Centre set to be resolved on 27 June business meeting.
- New lease to Taiaotea Air Scout group set to be resolved on 27 June business meeting
- Site visit completed on new lease to the Hibiscus Coast Boating Club at Stanmore Bay Park. Awaiting further information from the group.

### Land Advisory

Land-owner applications received are assessed by Land Use Advisory and reviewed by Community Facilities staff. The board will be contacted for feedback in due course.

Long Bay Regional Park. The job has been allocated and is being processed now. The proposal is to undertake geotechnical investigation for footbridge replacement project. Internal application.



# PROJECT DELIVERY UPDATE

Assets being built, renewed or maintained

## Brand New Workshop Building at Shakespear Regional Park

The new steel workshop building on a concrete pad is progressing well. The roof work is the next phase of the project





# PROJECT DELIVERY UPDATE

Assets being built, renewed or maintained

## Hibiscus and Bays – Park Buildings Beautification

In collaboration with Recreational Services we are proposing new art work to replace the damaged wrap on the public toilet at Sherwood Reserve. The sketch below has been provided by Artist Eva Fuemana. Does the local board have any feedback on the design?

Simultaneously, we are working with the shop owners to supply a new mural to the shop wall adjacent to Sherwood Reserve, which will be funded through the beautification programme.





# PROJECT DELIVERY UPDATE

Assets being built, renewed or maintained

## Hibiscus and Bays – Toilet Block Beautification

We have been approached by Noila Souza a local artist who has asked to paint a mural on the Orewa Beach toilet block. She has done work inside the surf club building previously. Her proposed design is included below on the next couple of slides.

We are requesting any feedback from the local board if they are happy with the design. She would like to paint the mural in October/ November 2023.

She has taken inspiration from beach users and the sunrise.





# PROJECT DELIVERY UPDATE

Assets being built, renewed or maintained

## Hibiscus and Bays – Toilet Block Beautification



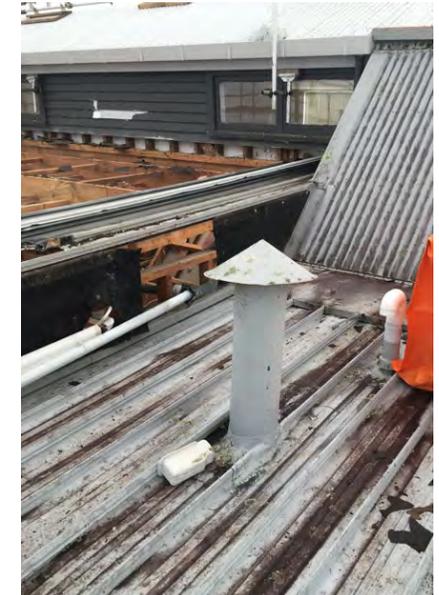


# PROJECT DELIVERY UPDATE

Assets being built, renewed or maintained

## Mairangi Arts Centre

The works at Mairangi Arts Centre commenced at the end of May 2023. The project is to remedy the watertightness issues and includes partial roof replacement, gutter renewal and internal refurbishments after water ingress to Studio One, and the amenities. The roof works are currently tracking within programme timeframes. It is anticipated that Studio One will be out of action likely until mid to end August 2023. Onsite stakeholders are involved in weekly progress meetings.





# PROJECT DELIVERY UPDATE

Assets being built, renewed or maintained

## D'Oyly Reserve – Stanmore Bay

The playground renewal is progressing slowly due to wet ground condition and additional drainage requirements. The drainage connection to the stormwater system has been approved and is currently being undertaken. The equipment is mostly installed and concrete is underway. Estimated finish of the playground in July 2023.



# PROJECT DELIVERY UPDATE

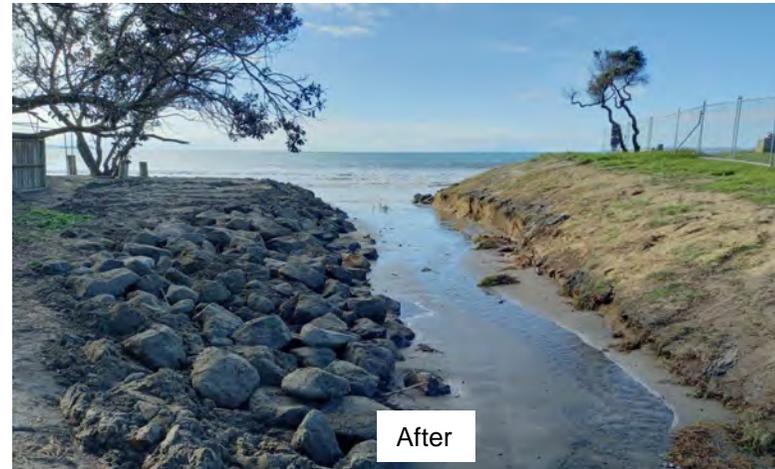
Assets being built, renewed or maintained

## Orewa Beach – Storm Recovery Works

The storm recovery works along Orewa Beach are in progress.

Kinloch Reserve rock import is complete, with planting to be done in June/ July.

The staircase replacement at Arundel Reserve and Kinloch Reserve in progress over June/ July.





# PROJECT DELIVERY UPDATE

Assets being built, renewed or maintained

## Freyberg Park and Sherwood Reserve – Path and Bridges Renewals

The bridge and pathway renewals at Freyberg Park and Sherwood Reserve are nearly complete. Some minor concrete sections and handrails to be completed in June. The work features a see through handrail at the popular eel bridge. A realignment near the fields has been completed after a slip as a result of the January / February weather events. Some section within the reserve were outside of the scope of this project and are to be completed in future years as part of upcoming renewal works as required.





# PROJECT DELIVERY UPDATE

Assets being built, renewed or maintained

## Aickin Reserve – pathway lights

This Local Board Transport Capital Funded project is nearly complete. Eight of the nine lights along the pathway and the Montrose box for the power supply have been installed. We are awaiting the manufacture of one more light for the car park as it is slightly taller than the others so needed to be specially made. We aim to install the last light in August 2023.

Signs have also been installed at each end of the pathway as part of the signage project.





# PROJECT DELIVERY UPDATE

Assets being built, renewed or maintained

## Shadon Springtime Reserve – playground renewal

Our contractors have made some good progress on this playground despite some delays due to the wet weather. The drainage within the playground footprint has been working well. We are aiming to have all works completed by early July 2023.

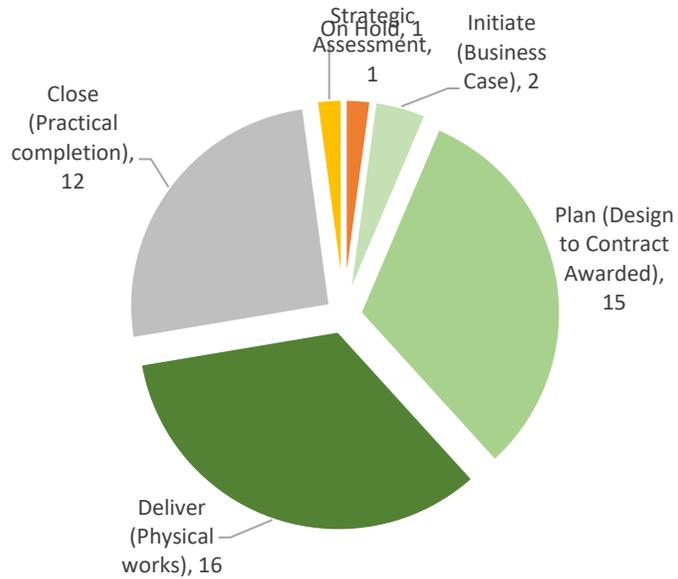


# NOTIFICATIONS PROJECT DELIVERY STATUS

## Project Delivery

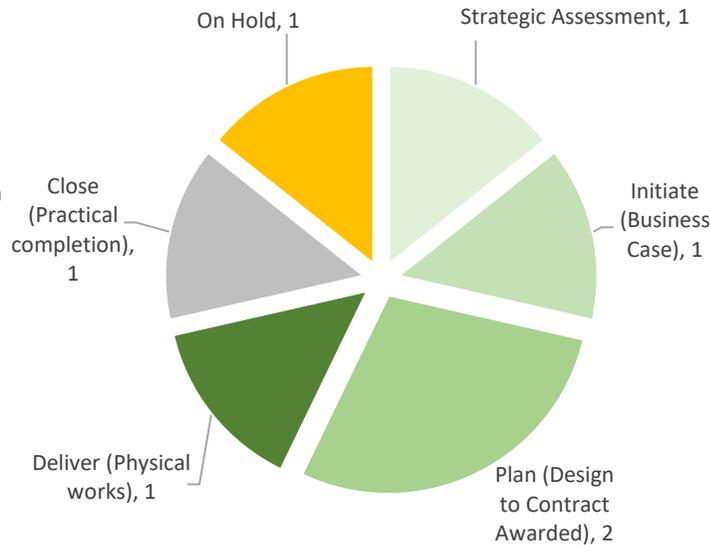
Hibiscus and Bays Local Board - Project Status

Total Number of Projects - 47



Hibiscus and Bays Local Board - Project Status

Total Number of LDI Projects - 7



## Notifications - Next Month

- Orewa Beach storm damage remediation continues
- Workshop seven to be held with Local Board to finalize work programme



# PROJECT DELIVERY

## Status and summary updates

		<span>Initiate</span> <span>Preliminary design</span> <span>Detailed Design</span> <span>Tender Process</span> <span>Construction</span> <span>Defects</span>					
		2022/2023 - Current year					
Activity Name	RAG	Local Board Commentary	Timeline	Q1	Q2	Q3	Q4
(OLI) Kohu Street to Marine View, Orewa Beach - renew northern seawall	Green - On Track	Current status: Design of the seawall and walkway is on track and the 30% Design drawings have been completed in May 2023. Next steps: The developed design will be progressed over the coming months.	Baseline	[Gantt chart showing project progress from Q1 to Q4]			
			Forecast/Actual				
86 Harvest Ave, Orewa - develop new neighbourhood park	Green - On Track	Current status: Mana whenua engagement ongoing for collaboration during design phases. Preparation of concept design for second round of community consultation. Next steps: Community consultation and community day in early May 2023. Gathering feedback on concept design layouts and equipment selection.	Baseline	[Gantt chart showing project progress from Q1 to Q4]			
			Forecast/Actual				
Aicken Reserve - install walkway lighting	Green - On Track	Current status: Contractors commenced works from 8 May for the installation of the lights and there has been some delays due to the wet weather. Next steps: The estimated date of completion is mid-June.	Baseline	[Gantt chart showing project progress from Q1 to Q4]			
			Forecast/Actual				
Bushglen Reserve - implement concept plan	Green - On Track	Current status: Planned watercare works within the reserve have been delayed. Next steps: Resource consent being processed. Prepare working schedule for contractor pricing by mid 2023.	Baseline	[Gantt chart showing project progress from Q1 to Q4]			
			Forecast/Actual				
Centennial Park, Campbells Bay - renew road	Green - On Track	Current status: Detail design for tender process requires review due to additional damage to the road after flood events. Tree Consent in process prior to tendering for works. Next steps: Review of design by stakeholders in relation to kerb details, drainage and proposed tree removals.	Baseline	[Gantt chart showing project progress from Q1 to Q4]			
			Forecast/Actual				
Centreway Reserve - renew bridge	Green - On Track	Current status: Work completed in March 2024 Next steps: Apply for a code of compliance certificate..	Baseline	[Gantt chart showing project progress from Q1 to Q4]			
			Forecast/Actual				
Churchill Reserve - renew walkways and gardens	Green - On Track	Current status: Engagement of professional services for design requirements. Next step: Site investigation and understand extend of scope.	Baseline	[Gantt chart showing project progress from Q1 to Q4]			
			Forecast/Actual				
Cranston Reserve - renew tracks	Green - On Track	Project completed March 2023. The redesign and repair/ replacement of the damaged bridge during the flood event on 27th January 2023 will be processed in a different project.	Baseline	[Gantt chart showing project progress from Q1 to Q4]			
			Forecast/Actual				
D'Oyly/Stanmore Bay Weir Reserve - renew play space	Green - On Track	Current status: Construction work on this playground has commenced in March 2023. Next step: Site set out and play equipment installation is booked for April. Estimated finish date May/ June 2023.	Baseline	[Gantt chart showing project progress from Q1 to Q4]			
			Forecast/Actual				



# PROJECT DELIVERY

## Status and summary updates

		<span>Initiate</span> <span>Preliminary design</span> <span>Detailed Design</span> <span>Tender Process</span> <span>Construction</span> <span>Defects</span>					
Activity Name	RAG	Local Board Commentary	Timeline	2022/2023 - Current year			
				Q1	Q2	Q3	Q4
East Coast Bays Community Centre - refurbish buildings	Green - On Track	Current status: Preliminary architectural design is underway. Next steps: Review and approve the concept design.	Baseline				
			Forecast/Actual				
East Coast Bays Leisure Centre - reconfigure front of house & renew bathroom flooring	Green - On Track	Project complete in March 2023.	Baseline				
			Forecast/Actual				
East Coast Bays Leisure Centre - renew stadium floor	Green - On Track	Project completed June 2022.	Baseline				
			Forecast/Actual				
Edith Hopper Park - renew play space	Green - On Track	Current status: Whangaparāoa School has been identified as onsite stakeholders amongst Edith Hopper Park users. Community consultation to be targeted around stakeholder groups. Next step: Investigation and design including consultation phase to be initiated in financial year 2024.	Baseline				
			Forecast/Actual				
Estuary Arts Centre - remediate section of roof	Green - On Track	Project completed September 2022.	Baseline				
			Forecast/Actual				
Fitzwilliam Drive Reserve - renew walkways and stairs	Green - On Track	Current status: The track renewal works are in progress. Major slip occurred within the reserve during storm events. The track has been cleaned up and renewal works progressing well. Next steps: Estimated completion May 2023.	Baseline				
			Forecast/Actual				
Freyberg Park - demolish and rebuild main park building	Green - On Track	Current status: Physical work complete in December 2022. Next steps: Obtain Code Compliance Certificate.	Baseline				
			Forecast/Actual				
Freyberg Park - renew car park and retaining wall	Green - On Track	Current status: Construction work for the retaining wall is complete Next steps: The next phase of project to renew the car park is on hold pending work programme discussions and prioritization.	Baseline				
			Forecast/Actual				
Freyberg Park - renew sports field # 3	Green - On Track	Current status: Detailed design completed. Physical works will commence in the financial year 2024. Next steps: Prepare tender document for the physical work in FY 2024.	Baseline				
			Forecast/Actual				
Freyberg Park and Sherwood Reserve - renew bridges and pathways	Green - On Track	Current status: Footpath works all completed. Eel bridge work completed. Next steps: Two handrail renewals to be completed. Estimated completion June 2023.	Baseline				
			Forecast/Actual				
Hibiscus & Bays - renew carparks 2020/2021+	Green - On Track	Project completed December 2022.	Baseline				
			Forecast/Actual				



# PROJECT DELIVERY

## Status and summary updates

				Initiate	Preliminary design	Detailed Design	Tender Process	Construction	Defects	
				2022/2023 - Current year						
Activity Name	RAG	Local Board Commentary	Timeline	Q1	Q2	Q3	Q4			
Hibiscus and Bays - actions from signage audit	Green - On Track	Current status: Finalising the last signs prior to manufacturing. Next steps: Installation planned during May/June for remaining signs.	Baseline	[Gantt chart showing completion in Q1 2023]						
			Forecast/Actual							
Hibiscus and Bays - deliver Centre Plan improvements	Amber - At Risk	Current status: This project is on hold until future years.	Baseline	[Gantt chart showing delays in Q2 and Q3 2023]						
			Forecast/Actual							
Hibiscus and Bays - develop dog parks	Green - On Track	Current status: Staff attended a local board workshop on 28 October 2021 to present the development plan for a dog park at Western Reserve, Ōrewa. Next steps: Consultation with residents adjacent to the reserve will take place in FY2023/2024. Investigation of East Coast Bays subdivision site to be carried out in future years.	Baseline	[Gantt chart showing completion in Q1 2023]						
			Forecast/Actual							
Hibiscus and Bays - Ngahere urban forest strategy - implement Planting Plan	Green - On Track	Current status: Planting plans have been updated for Everard Reserve and Whenua-roa D'Oyly Reserve and trees ordered. Next steps: Planting will commence in May-June 2023.	Baseline	[Gantt chart showing completion in Q1 2023]						
			Forecast/Actual							
Hibiscus and Bays - renew park buildings 2021/2022+	Green - On Track	Current status: Works completed at Mairangi Bay Park, Arundel Reserve, Cooper Lea, Silverdale War Memorial Park, Victor Eaves changing room, Orewa Beach Reserve and Mairangi Surf Club. Next steps: Scope verification and contractor pricing underway to remedy leaking roof issues at Mairangi Arts Centre.	Baseline	[Gantt chart showing completion in Q1 2023]						
			Forecast/Actual							
Hibiscus and Bays - renew park furniture and fixtures 2021/22+	Green - On Track	Project completed November 2022.	Baseline	[Gantt chart showing completion in Q1 2023]						
			Forecast/Actual							
Hibiscus and Bays - renew park structures	Green - On Track	Current status: Work completed at Browns Bay Beach Reserve, Amorino Reserve and Metro Park cricket nets. Next steps: Centennial Park - drainage improvements to be completed in April 2023.	Baseline	[Gantt chart showing completion in Q1 2023]						
			Forecast/Actual							
Hibiscus and Bays - renew playground components and drainage 2021/2022+	Green - On Track	Current status: Component renewal complete at Mairangi Bay Village playground, Ōrewa Beach Reserve, Cranston Reserve, and Huntly Reserve. Next steps: The scope of works are being developed for component renewal at Totara Views, Rothesay Bay beach playground, Gulf Harbour Reserve and Victor Eaves volley wall.	Baseline	[Gantt chart showing completion in Q1 2023]						
			Forecast/Actual							
Hibiscus and Bays - renew signage	Green - On Track	Current status: Signs are being scoped at various locations around the local board area and signage contractors have been engaged. Next steps: Arrange for the first round of signs to be created and installed in FY2022/2023.	Baseline	[Gantt chart showing completion in Q1 2023]						
			Forecast/Actual							



# PROJECT DELIVERY

## Status and summary updates

			Initiate	Preliminary design	Detailed Design	Tender Process	Construction	Defects
			2022/2023 - Current year					
Activity Name	RAG	Local Board Commentary	Timeline		Q1	Q2	Q3	Q4
Hibiscus and Bays - renew walkways and paths 2021/2022+	Green - On Track	Current status: Torbay Heights Corwen Place completed. Walkways renewals across East Coast Bays sites and Hibiscus Coast completed in 2022. Next steps: Browns Bay Creek works in progress. Winstones Cove stairs replacement ongoing with part of the manufacturing off site.	Baseline					
			Forecast/Actual					
Hibiscus and Bays - settlement stories signage	Green - On Track	Current status: Collaborating with Connected Communities to investigate suitable content for these signs. Next steps: Locations and options for the content of these signs need to be discussed with the local board in a workshop for their input and direction FY2023/2024.	Baseline					
			Forecast/Actual					
Hibiscus Coast Community House - renew roof and spouting	Green - On Track	Current status: Procurement of construction contractor. Next step: Schedule works and organise access with onsite stakeholders.	Baseline					
			Forecast/Actual					
Manly Beachfront (East) - install bollards along The Esplanade	Green - On Track	Project completed October 2022	Baseline					
			Forecast/Actual					
Murrays Bay and Crow's Nest Rise Walkway - renew pathways	Green - On Track	Current status: Engagement of professional services for design requirements. Next step: Site investigation and understand extend of scope.	Baseline					
			Forecast/Actual					
Orewa Community Centre - renew roof	Green - On Track	Current status: Seismic design work is underway. Next steps: Lodge the building consent for seismic related design works.	Baseline					
			Forecast/Actual					
Orewa Library - comprehensive renewal incl. roof	Green - On Track	Current status: Developed design for the approved concept design is underway. Next steps: Finalise the developed design in consultation with all stakeholders.	Baseline					
			Forecast/Actual					
Shadon/Springtime Reserve - renew playspace	Green - On Track	Current status: Physical works commenced on 26 April 2023. Next steps: Estimated date of completion is mid-June 2023.	Baseline					
			Forecast/Actual					
Silverdale War Memorial Park - renew park assets	Green - On Track	Project completed March 2023.	Baseline					
			Forecast/Actual					
Silverdale War Memorial Park - renew playspace	Green - On Track	Project completed March 2023.	Baseline					
			Forecast/Actual					
Stanmore Bay Park - renew sports field #4 and Raiders Club sports field lights	Green - On Track	Current status: Renewal work at field number 4 is almost completed and the Raiders Club sports field lighting project is underway. Next steps: Arrange all payments and project handover.	Baseline					
			Forecast/Actual					



# PROJECT DELIVERY

## Status and summary updates

				Initiate	Preliminary design	Detailed Design	Tender Process	Construction	Defects	
				2022/2023 - Current year						
Activity Name	RAG	Local Board Commentary	Timeline	Q1	Q2	Q3	Q4			
Stanmore Bay Pool & Leisure Centre - renew minor assets	Green - On Track	Current status: Awaiting estimate for new fresh air in-take fan roof. Next steps: Proceed to procurement stage and physical delivery of the fan.	Baseline Forecast/Actual	[Gantt chart showing construction from Q2 to Q4]						
Victor Eaves Park - renew baseball diamond	Green - On Track	Current status: Design completed with subject matter expert and stakeholder input. Procurement of construction works on hold until financial year 2023/2024. Next steps: Complete baseball diamond renewal in last quarter of 2023.	Baseline Forecast/Actual		[Gantt chart showing construction from Q2 to Q4]					
Victor Eaves Park - renew premium cricket ground	Green - On Track	Current status: Detailed design work has been completed and all procurement work for the physical work will be done in FY 2024. Next steps: Commence procurement work for physical work in FY 2024.	Baseline Forecast/Actual	[Gantt chart showing construction from Q2 to Q4]						
Waiake Beach Reserve – remediate boardwalk and storage shed	Green - On Track	Current status: Preliminary designs and estimated costs for the remediation of the boardwalk, removal of the shed, support for the Pohutukawa limbs and construction of the new shed have been provided by the consultants. Next steps: Present the options to the local board in a workshop for input and direction.	Baseline Forecast/Actual	[Gantt chart showing construction from Q1 to Q4]						
Western Reserve - renew skatepark half-pipes	Green - On Track	Current status: Construction of the new half-pipe skate ramp was completed on 16 December 2022. Next steps: Engage an artist to paint a mural around the outside of the new skate ramp and present artwork to local board before implementation.	Baseline Forecast/Actual		[Gantt chart showing construction from Q2 to Q4]					
Whangaparaoa Library - comprehensive renewal	Green - On Track	Current status: Commenced stage2 mechanical work and all materials have been ordered. Next steps: Complete the project on time.	Baseline Forecast/Actual	[Gantt chart showing construction from Q1 to Q4]						



# Local Board Response Plan Workshop

23 May 2023



**Auckland  
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Management**  
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# AEM Responsibility

- Group office of the Auckland Civil Defence and Emergency Management Group
- Administered by Auckland Council under specific legislation (CDEM Act 2002)
- Responsible for delivering emergency management planning and activities at a regional level across the '4 R's' (Reduction, Readiness, Response & Recovery)



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# Auckland Emergency Management Structure

AEM currently have 33 FTE positions.

There are three teams:

- Capability and Public Awareness
- Resilience
- Response and Recovery



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# Purpose of Workshop

- Collaborate with you on the content you would like to see in a Local Board Response Plan
- This will become a useful tool to help respond to emergencies



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# Proposed Structure of the Response Plan

- Purpose of the Plan
- Key Contact lists
- Roles and Responsibilities
- Hazards in your local board rohe
- Emergency Alerts and Warning Systems
- Public and Local Board Elected Member alerts
- Emergency Coordination Centre (ECC) activation
- Communication
- Civil Defence Centres, Shelters and Community Emergency Hubs (Definition and lists)



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# Questions we would like you to consider

## *Roles, Responsibilities and expectations during a response*

What we have identified and what additional things you might want to see

## *Risks and Hazards*

What we have, and what you might also want to see in relation to risks and hazards?

## *Civil Defence Centres and locations (AEM managed and resourced)*

What we have, and what you might also want to see included?

## *Community Emergency Hubs (community managed and resourced), community groups and connecting with Marae*

What you have in this area that we can capture?

Lastly, do you have any legacy Response Plans or arrangements you would like to share?



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**Ngā mihi nui | Thank you**



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Right click here and choose  
**Change Picture** to add an image



# Local Board Elected Members' Response Plan Template

He Tāpui Tāngata Hei Āhuru Mōwai Mo Tāmaki Makaurau

Working Together To Build A Resilient Auckland

May 2023, Version 1.0

[aem.org.nz](http://aem.org.nz)



**Auckland  
Emergency  
Management**  
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# Introduction

This plan has been prepared in collaboration between Auckland Emergency Management (AEM) and ..... Local Board to provide ..... Local Board Elected Members with an effective, planned approach to responding to a civil defence emergency response and links to AEM.

The scope of this plan is on emergency response and not the supporting areas of risk reduction, readiness, resilience, or recovery activities.

When an emergency occurs, this plan will be used as an important reference tool for the ..... Local Board to guide their Elected Members' response to the emergency event.

Note: The emergency event may not be a declared state of emergency, however, may still involve a managed response.

To effectively assist your communities during an event, we recommend all Elected Members take actions to ensure that you and your household is prepared for and able to get through a civil defence emergency. Every household should prepare and rehearse a household emergency plan and assemble and maintain a household 'emergency survival and getaway kit'. Information on the contents of such a kit can be found on the AEM website - [www.aucklandcivildefence.org.nz/get-ready/](http://www.aucklandcivildefence.org.nz/get-ready/). Without taking these actions, you will be less able to assume the roles and responsibilities required in this plan.

## Plan Purpose

This plan is for use by the ..... Local Board Elected Members for the purpose of responding to Civil Defence Emergencies (declared or undeclared). It details the role and responsibilities of Local Board Elected Members so they can effectively support Auckland Emergency Management, and the communities impacted by an emergency, in their local board role.

# Key Contacts

## **Local Board**

Chair

Deputy Chair

## **Auckland Emergency Management**

Group Manager

Duty Controller

LB Relationship Manager

## **Auckland Council Family**

Local Board Services

CDEM Group Committee Chair

## **Community Organisations/ Groups**

Including those who have Community Emergency Hub

## **Key Agency contacts**

Relevant agencies for Local Board

# Responsibilities

## **Local Board Elected Members**

Elected Members are critical partners in emergency management before, during and after disasters strike. By taking an active and personal role in emergency management, elected officials can help ensure the safety of their communities.

Auckland Emergency Management is committed to working with Elected Members to ensure they have the knowledge and information needed to support emergency management efforts in Auckland.

Add responsibilities before, during and after from the finalised Elected Members Handbook

## **Auckland Emergency Management**

Auckland Emergency Management is responsible for taking an integrated approach to emergency management, based on reduction, readiness, response and recovery.

# Role of Local Board Elected Members

## Before an emergency event

- Consider having your local Service Centre available to set up as your HQ.
- 
- 
- 

## During an emergency event

- Ability to quickly identify local key contacts for response – to give to ECC.
- Provide verified local communications, regularly updated, for the local public through Local Board email, social media platforms and any local radio station(s).
- Provide accurate Situation Reports to the ECC
- 
- 
- 

## After an emergency event

- Encourage and support the recovery team working within the community.
- Provide political leadership by ensuring appropriate scrutiny and provision of resources to the recovery team.
- Champion the issue of your community to the local authority and recovery team. Use your local knowledge to understand the culture, thoughts/ opinions and information that can contribute to local awareness and help identify problems and vulnerabilities.
- Reassure your communities and highlight successes, but also be realistic – the recovery process is complex and will take a long time.

7(Flow diagram of what Elected Members can do in a response)

# Hazards in ..... Local Board

A hazard is something that has the potential to adversely affect our people, property, economy, environment or other assets we value. When combined, these are referred to as elements at risk.

Auckland’s geographical location, partially on a narrow isthmus of land, within the Auckland Volcanic Field, and close to the collision point of two large tectonic plates, makes our region vulnerable to a wide range of natural hazards.

Hazard	Potential Impacts
Severe Weather and Storms	
Catchment flooding	
Tsunami	
Biological e.g. pandemic	
Lifeline Utility Failures	
Volcano	
Biosecurity e.g. animal epidemic, plant and animal pests	

For detailed and up-to-date information about different hazards in ..... Local Board area, refer to the Auckland Hazards Viewer - <https://aucklandcouncil.maps.arcgis.com/apps/MapSeries/index.html?appid=81aa3de13b114be9b529018ee3c649c8>.

(Inclusion on maps)

The Hazard Viewer shows a range of information in interactive maps including areas exposed to a tsunami zone, flooding, coastal inundation, severe wind, active earthquake faults, volcanic vents and Auckland’s Volcanic Field.

(Hazard guidance for specific impacts)

# Emergency Alerts and Warning Systems

## Public emergency alerts

Add section about public emergency alerts – align with finalised Elected Members Handbook.

## Local Board Elected Member alerts

Add a sentence about the Duty Officer processes before a response (whisper warnings and alerts and emails), and then how this flows through to how Local Board members will be alerted/kept aware of heightened risk.

Social Media (website, Facebook twitter, Red Cross app)?

Radio channels?

# Emergency Coordination Centres (ECC) and activation

## Auckland's Emergency Coordination Centres



*Bledisloe Emergency Coordination Centre (ECC)*

### Bledisloe Emergency Coordination Centre (ECC) - Primary

The primary Auckland Emergency Coordination Centre is in Bledisloe House. This is the base that Auckland Emergency Management use for coordinating any emergency events.



*Elcoat Emergency Coordination Centre (ECC)*

### Elcoat Emergency Coordination Centre (ECC) - Secondary/Alternate

If the primary ECC in Bledisloe House was unavailable, a fully equipped secondary/alternate ECC is located in Elcoat Avenue, Henderson

Add information about ECC activation levels.

Add information on process of declaration and implication for Local Board Elected Members

# Communication and sharing of intelligence between Local Board Elected Members and the Emergency Coordination Centre

Add finalised information from the Elected Members Handbook

# Civil Defence Centres, Shelters and Community Emergency Hubs

## Civil Defence Centres

These are places run by Auckland Emergency Management and staffed by Auckland Council Staff, welfare not for profit organisations and central government agencies.

They are equipped to provide affected people with a safe place to eat, sleep and access essential support services.

Civil Defence Centres are activated by Auckland Emergency Management based on community need and conversations with Local Board Elected Members and other stakeholders. These are of a scale which require a coordinated approach with the scale of resources AEM has to hand.

## Shelters

These are places run by Auckland Emergency Management and staffed by Auckland Council Staff and welfare not for profit organisations.

They provide a place to be safe while the worst of the weather passes. Blankets and hot drinks will be available but shelters are not equipped for longer stays.

Shelters are activated by Auckland Emergency Management.

## Community Emergency Hubs

Community Emergency Hubs are place run by communities. They are not managed or run by Auckland Emergency Management or Auckland Council staff.

They offer a place where the community can meet, support and help each other and make decisions together about how to best ensure the safety and comfort of everyone in their community during an emergency. Check the group's website or Facebook page, if they have one, to see if the community group has opened their Community Emergency Hub.

Laws still apply during an emergency and community members have no legal powers to requisition resources, however, people are often generous and willing to help and provide resources if they're asked.

A Community Emergency Hub can also provide local, on the ground information back to AEM's Emergency Coordination Centre. This can include requests for ad hoc resources to meet specific needs, thereby avoiding the establishment of a Civil Defence Centre.

Community Emergency Hubs are activated by the community as and when they think there is a need which they can resource – often in the initial 24 to 36 hours.

# Appendix

Add a list of the Civil Defence Centres and Shelters that have been identified in this Local Board rohe.

Add a list of community groups in this Local Board Rohe area who AEM is aware of who are involved in disaster preparedness and response, including if they have pre-established Community Emergency Hubs.

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# Community Resilience

July 2023



# Contents

We had meetings, conversations and created a detailed scope/plan for the resilience planning and also provided a copy of a sample plan done in Kumeū -Huapai.

## Background

A quick reminder of the journey and how we got here.



## The Plan & Updates

A really quick update on the plan we contracted Kym to deliver



## Questions

Time to go through any questions you have



## Background

February storms changed everything and has left people feeling traumatised with ongoing flooding, a long journey ahead to fix the infrastructure and resolve ongoing issues.

After the February flooding the community felt unprepared and disconnected from the Auckland Emergency Response.

We needed to do something - and where we could make a difference was with the community resilience.



### Kumeū - Huapai

Kym Burke had done work in Kumeū-Huapai to support the community building their own resilience plan, in coordination with Auckland Emergency Management and the Rodney Local Board. Just as they had completed their plan they were tested with a real-life situation and was one of the stand-out community responses.



## The Plan



### Create resilience plans for our communities

- Created with and for the individual communities
- It is owned by the communities
- The plans can be lined together



### Strengthen community networks

- Resilience groups come together 1-2 times a year with AEM
- They are connected to local community through networks
- They are visible and participate in community - even when there isn't an emergency



### Clear communication channels

- To have a clear communication plan including AEM, Council, Local Board and Community
- Everyone knows their roles to play

## Update

Kym is here to facilitate the process and to support the community to create their own plans - to be delivered by them.

Kym has started with conversations with known leaders in the community and interested parties.

Whangaparāoa had a resilience group already established, but they didn't have connections in the community and felt unprepared, so that was a natural starting point for the Coast.

After individual meetings to gather information, interest and ideas there are a couple of group meetings happening in the bays to start the ball rolling there.

Kym will come and update the board in August



# QUESTIONS



**Thank You**  
For Your Attention



# Review of Hibiscus and Bays Local Board Grants Programme 2023/24

**James Boyd**

Senior Grants Advisor



# Purpose

- **Contestable grants:** Additional review
- **Facilities grants:** Budget allocation
- **Economic Development grants:** Review and budget allocation
- **Grant rounds and dates**



# Contestable Grants : Additional review

## **Important factors for a successful application (where appropriate to a proposed event/project or activity):**

- The Hibiscus and Bays Local Board will also take into account whether the applicant:
  - The Hibiscus and Bays Local Board will prioritise funding groups who demonstrate an ability (or an attempt) to source additional funding or, sponsorship through external sources, and explored additional income streams.
  - Is making a contribution to the event/project/activity (financial, volunteer time etc.)
  - Has identified collaboration and working with other groups to deliver an event/project/activity and is seeking funding collaboratively
  - Is utilising and supporting volunteer groups through the delivery of an event/project/activity
  - Will get the community involved early on, by working collaboratively and creating opportunities to meet new people and share experiences



# Additional review continues

## Important Advice for Applicants

- The Hibiscus and Bays Local Board are seeking applications in the 2023/2024 financial year which show a clear commitment to one or more of the following objectives:
  - Strengthens business resilience and economic benefits
  - Produces local benefits, caters for local participation and increased visitors to the area
  - Show collaboration, the pooling of resources and benefits to multiple community groups and audiences
  - Encourages and fosters increased resilience, connectedness and wellbeing in our communities and environment



# Facilities Grants: Budget allocation

The Facilities Grant provides funding to assist with the costs of planning or developing a facility within the Hibiscus and Bays Local Board area. This can include:

- needs assessments
- feasibility reports
- investigation and design
- small building work or minor capital work

Note: the local board strongly supports groups to investigation multiple use of a facility

FY22/23 budget allocation \$150,000

**FY23/24 budget allocation ?**



# Economic Development Grants: Review and budget allocation

## Funding Priorities

We welcome grant applications for projects and programmes that align to the following priorities:

- Local place-shaping, that adds value by making improvements to town centres to celebrate local businesses and the town centre environment
- Opportunities for increased local employment and local recruitment and business supporting business
- Providing skills and training that support staff recruitment, upskilling and retention
- Focuses on local business resilience and developing plans that move towards economic prosperity.

## Eligibility

We will prioritise applications for the Hibiscus and Bays Local Board Economic and Business grants that:

- Can be upscaled, by leveraging from other funding or resources
- Include a significant contribution from the business association applicant (financial, time. Volunteers, etc.)
- Includes partnerships and collaboration for example: Between businesses, the community and business associations
- Application must clearly outline and state the economic benefit to the local business community.

FY22/23 budget allocation \$50,000

**FY23/24 budget allocation ?**



# Grant round dates 2023/2024

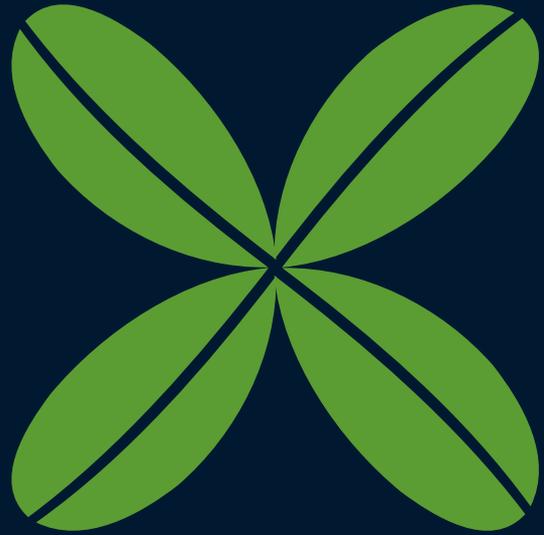
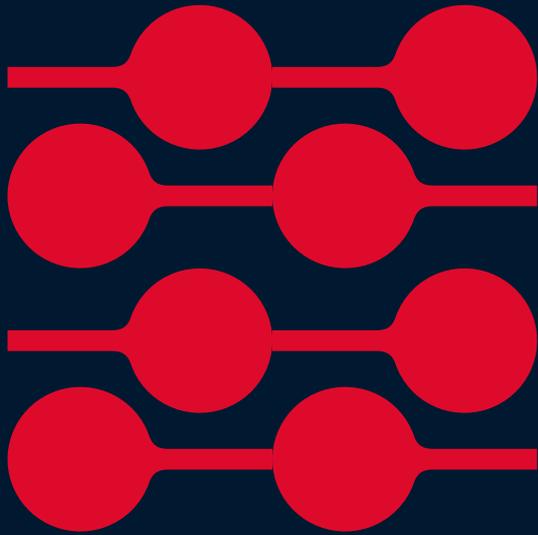
<b>Local Grants - current</b>				
<b>Grant round</b>	<b>Opens</b>	<b>Closes</b>	<b>Decision made</b>	<b>Projects to occur after</b>
Round One	31 July 2023	8 September 2023	24 October 2023	1 November 2023
Round Two	4 March 2024	12 April 2024	28 May 2024	3 June 2024
<b>One-week later Grants</b>				
<b>Grant round</b>	<b>Opens</b>	<b>Closes</b>	<b>Decision made</b>	<b>Projects to occur after</b>
Round One	7 August 2023	15 September 2023	24 October 2023	1 November 2023
Round Two	4 March 2024	12 April 2024	28 May 2024	3 June 2024
<b>One-month later Grants</b>				
<b>Grant round</b>	<b>Opens</b>	<b>Closes</b>	<b>Decision made</b>	<b>Projects to occur after</b>
Round One	4 September 2023	13 October 2023	28 November 2023	1 December 2023
Round Two	4 March 2024	12 April 2024	28 May 2024	3 June 2024
<b>Multi-board Grants - current</b>				
<b>Grant round</b>	<b>Opens</b>	<b>Closes</b>	<b>Decision made</b>	<b>Projects to occur after</b>
Round One	3 July 2023	1 September 2023	24 October 2023	1 November 2023
Round Two	15 January 2024	15 March 2024	28 May 2024	3 June 2024



# Proposed grant round dates 2023/2024

<b>Facilities Grant</b>				
<b>Grant round</b>	<b>Opens</b>	<b>Closes</b>	<b>Decision made</b>	<b>Projects to occur after</b>
Round One	4 March 2024	12 April 2024	28 May 2024	1 June 2024
<b>Economic Development Grant</b>				
<b>Grant round</b>	<b>Opens</b>	<b>Closes</b>	<b>Decision made</b>	<b>Projects to occur after</b>
Round One	Same as LG 1	Same as LG 1	Same as LG 1	Same as LG 1





**Hibiscus  
and Bays  
Local Board  
Community  
Grants  
Programme  
2023/2024**



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# **Hibiscus and Bays Local Board Community Grants Programme 2023/2024**

## **Purpose**

Grants help groups and organisations to provide activities, projects, programmes, initiatives and events that make a positive contribution to the community within the local board area.

The local board would like to see applicants demonstrate that they are working collaboratively with other community groups, working towards their financial sustainability and resilience, and have identified alternative funding partnerships. It is important for groups and organisations to deliver good community outcomes in the local board area.

## **Important Advice for Applicants**

Applicants are encouraged to read the Hibiscus and Bays Local Board Plan before submitting an application. Making sure your application aligns with the priorities of the local board and show how the project will benefit the community in the local board area.

Ensure you describe your role in the event, project, or activity.

The Hibiscus and Bays Local Board are seeking applications in the 2023/2024 financial year which show a clear commitment to one or more of the following objectives:

- Strengthens business resilience and economic benefits
- Produces local benefits, caters for local participation and increased visitors to the area
- Show collaboration, the pooling of resources and benefits to multiple community groups and audiences
- Encourages and fosters increased resilience, connectedness and wellbeing in our communities and environment

## **Priorities from the Local Board Plan – applications should meet one or more of these**

The Hibiscus and Bays Local Board has confirmed the following priorities for its contestable community grants. In your application identify how your events/projects/activity will contribute to one or more of the following:

A connected community

- Hibiscus and Bays communities are supported, connected and vibrant
- We have a strong relationship with Māori and embrace our Māori identity, heritage, and culture
- Our libraries, art centres, community services, and privately owned facilities are supported

#### A strong local economy

- Our town centres are welcoming, clean, sustainable, and easily accessible with plans for the future
- Our businesses and business centres feel supported and empowered

#### A protected and enhanced environment

- Continue to align and support community and volunteer groups, schools, and iwi to enhance and protect our natural environment
- Support the development and implementation of ecological and environmental restoration plans
- Support communities to live more sustainably, and prepare for the impacts of climate change
- Our waterways and beaches are clean and safe for people and wildlife

#### Open spaces to enjoy

- Proactively identify the needs of our communities and plan for sustainable growth
- Protect, maintain, and improve access and amenities for activities on our coastlines, parks and reserves
- Provide a range of play and active recreation opportunities for all ages and abilities in our parks, reserves, and coastal environment

#### Transport choices

- Improve walking and cycling routes

## **Important factors for a successful application (where appropriate to a proposed event/project or activity):**

The Hibiscus and Bays Local Board will also take into account whether the applicant:

- The Hibiscus and Bays Local Board will prioritise funding groups who demonstrate an ability (or an attempt) to source additional funding or, sponsorship through external sources, and explored additional income streams.
- Is making a contribution to the event/project/activity (financial, volunteer time etc.)
- Has identified collaboration and working with other groups to deliver an event/project/activity and is seeking funding collaboratively
- Is utilising and supporting volunteer groups through the delivery of an event/project/activity
- Will get the community involved early on, by working collaboratively and creating opportunities to meet new people and share experiences
- 

## **Facilities Grant**

The Facilities Grant provides funding to assist with the costs of planning or developing a facility within the Hibiscus and Bays Local Board area. This can include:

- needs assessments
- feasibility reports
- investigation and design
- small building work or minor capital work

Note: the local board strongly supports groups to investigation multiple use of a facility

## **Exclusions**

The Hibiscus and Bays Local Board will not consider grants for financial assistance for:

- Applicants who have had one successful local grant application within the current financial year from the Hibiscus and Bays Local Board unless there is mitigating circumstances (which need to be explained in the application)
- Administrative costs that are ongoing, such as salaries, debt servicing, legal expenses, medical expenses, or a commitment to ongoing funding or financial support
- Churches and Educational Institutions, except where these groups can demonstrate the wider community benefit
- Activities whose purpose serves to promote religious, political or contentious messages
- Activities that do not relate to one or more of the local board plan initiatives
- Activities or projects where the funding responsibility lies with another organisation or central government
- Prizes for sports and other events (except trophies)
- Commercial business enterprises and educational institutions in accordance with the Council's Community Grants Policy (Scope and Eligibility, Page 20)
- Applications to fund projects, programmes or facilities run by Auckland Council or its employees
- Auckland Council CCO's or organisations who receive funding from the Auckland Regional Amenities Fund
- Applications for activities, events or projects outside of the local board area
- Applications to subsidise rentals, reduce debt, or payment of rates unless it is a transitional Rate grant
- Applications for the purchase or subsidy of alcohol or costs associated with staging after-match functions
- Grants for the sole purpose of an individual
- Family reunions

## **Guidelines that will be applied if a successful applicant seeks to repurpose their grant:**

Under exceptional circumstances if a grant will not be able to be spent, the Hibiscus and Bays Local Board will consider using the following criteria:

- That the request meets the initial intention behind the grant, specifically, the main purpose and outcomes
- That the new activity/project/events outcome remains the same and does not fall within an exclusion

## **Transitional Rates Grants:**

This is a closed grant, only available to existing recipients of transitional rates grants

## Objectives

The following Objectives apply to Transitional Rates Grants:

- to meet the needs of residents of the Hibiscus and Bays Local Board area, by facilitating ongoing provision of non-commercial (non-business) in such fields as community services, recreational or sporting services
- to assist organisations to provide services during their path to financial self-sustainability to deliver programmes. Consideration will be given to other sources of income each organisation has available such as catering income as well as the organisation's Financial Statements
- to make membership of the organisation more accessible to all.

## Criteria

The following Criteria apply to Transitional Rates Grants:

- Transitional Rates Grants will only apply to land owned by the council or owned and occupied by a charitable organisation, which is used exclusively or principally for sporting, recreation, or community purposes and is located in the **Hibiscus and Bays Local Board** area.
- Transitional Rates Grants will not apply to organisations operated for private pecuniary profit or which charge tuition fees based on the principal of cost recovery

## Important factors for a successful application (where appropriate to a proposed event/project or activity):

- The application for a Transitional Rates Grant must be made in round one of the **Hibiscus and Bays** Grants Programme and must be applied for the same financial year.
- Note that successful recipients of the Transitional rates scheme will likely receive their grant *after* the first instalment of their rates are due. The prompt payment of an organisations rates is not the responsibility of the Local Board
- All other rules for Transitional Rates Grants are as per the **Hibiscus and Bays** Grants Programme guidelines for other applications.
- Recipients of the transitional rates grant are also eligible to apply for Hibiscus and Bays Contestable Grants including the Facilities grant.

## Investment approach

Name of grant	Local board's proposed figures	
	Minimum	Maximum
Local Grants	\$2,000	\$10,000

## Grant Round Dates

### Local Grant 2023/2024

Grant round:	Open date	Close date	Decision date	Projects to occur after
Round One	31 July 2023	8 September 2023	24 October 2023	1 November 2023

Round Two	4 March 2024	12 April 2024	28 May 2024	1 June 2024
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## Local Grant 2023/2024

Grant round:	Open date	Close date	Decision date	Projects to occur after
Round One	7 August 2023	15 September 2023	24 October 2023	1 November 2023
Round Two	4 March 2024	12 April 2024	28 May 2024	1 June 2024

## Local Grant 2023/2024

Grant round:	Open date	Close date	Decision date	Projects to occur after
Round One	4 September 2023	13 October 2023	28 November 2023	1 December 2023
Round Two	4 March 2024	12 April 2024	28 May 2024	1 June 2024

## Facilities Round 2023/2024

Grant round:	Open date	Close date	Decision date	Projects to occur after:
Round One	4 March 2024	12 April 2024	28 May 2024	1 June 2024

## Multi-board funding

Hibiscus and Bays Local Board will also consider funding multi-board grant applications in collaboration with other local boards. Applicants will need to clearly demonstrate how their intended project, event or activities will specifically benefit people and communities in the Hibiscus and Bays Local Board area.

Multi-board grant round:	Open date	Close date	Decision date	Projects to occur after:
Round one	03 July 2023	01 September 2023	24 October 2023	01 November 2023
Round two	15 January 2024	15 March 2024	28 May 2024	03 June 2024

## Obligations if you receive funding

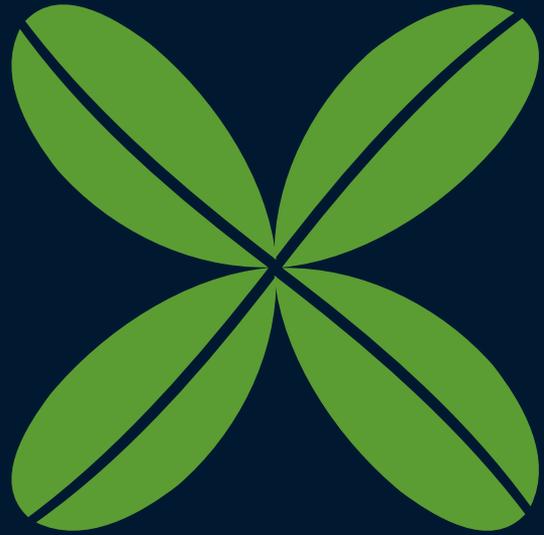
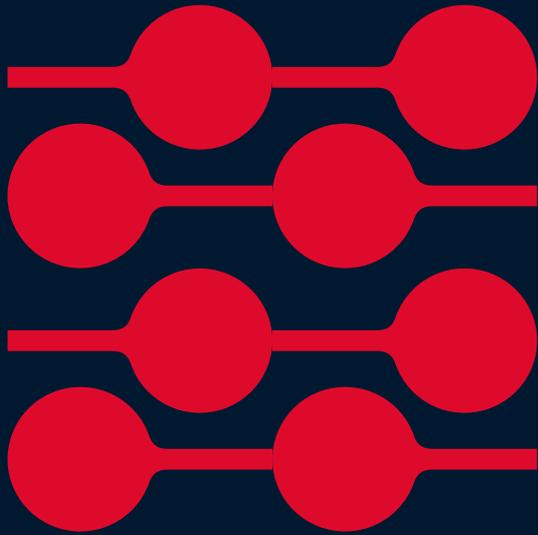
To ensure that the Hibiscus and Bays Local Board grant achieves positive results, recipients will be obligated to provide evidence that the assistance has been used for the agreed purpose and the stated outcomes have been achieved. Obligations will be outlined in a funding agreement that the applicant will be required to enter into.

The following accountability measures are required:

- The completion and submission of accountability forms (including receipts), proving that grants have been used for the right purpose
- Any grant money that is unspent and not used for the project must be returned to the Hibiscus and Bays Local Board
- Recognition of the Hibiscus and Bays Local Board's support of your initiative (e.g. using the Hibiscus and Bays Local Board logo on promotional material)

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**Hibiscus  
and Bays  
Local Board  
Economic  
and  
Business  
Grants  
2023/2024**



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# **Hibiscus and Bays Local Board Economic and Business Grant 2023/2024**

## **About the Hibiscus and Bays Local Board Local Economic and Business Grant**

The local economic development and business grant funding is intended to assist business associations with funding for planning and developing programmes and projects to support and grow local businesses, who contribute to the area's local economic prosperity.

Businesses are key in providing the "local" in local economic development.

Growing business is not just about doing more, it is about being smarter, future-proofing business, and supporting change to meet the current and future needs.

The Local Economic and Business Grant could assist with:

- Providing essential skills training for businesses and their staff to increase their business capability.
- Undertaking a needs analysis to identify issues and opportunities, actions, or initiatives, for business or business sectors.
- Developing resilience and recovery plans focused on individual businesses, strategic business clusters or sectors
- Supporting programmes for business-to-business support using local service providers
- Exploring strategic alliances and collaboration opportunities with other local business areas
- Opportunities for increased local employment, local recruitment and local business supporting local business

The grant is only open to business associations in the Hibiscus and Bays Local Board area.

Applications must demonstrate alignment with the Hibiscus and Bays Local Board Grant Outcomes and funding priorities.

## **Desired outcomes**

The local Economic and Business Grant Funding programme will support activities that meet the Hibiscus and Bays Local Board Plan 2020.

Specifically, they need to focus on the outcome of "Having a strong local economy that supports thriving town centres that attract visitors and business investment and provide opportunities for people to live, work and play locally".

- A strong local economy means that there are: More business choices for residents
- More local jobs and employment opportunities
- Increased business prosperity
- Reduced pressure to commute
- Viable and sustainable local business, products, and services.

## **Funding Priorities**

We welcome grant applications for projects and programmes that align to the following priorities:

- Local place-shaping, that adds value by making improvements to town centres to celebrate local businesses and the town centre environment
- Opportunities for increased local employment and local recruitment and business supporting business
- Providing skills and training that support staff recruitment, upskilling and retention
- Focuses on local business resilience and developing plans that move towards economic prosperity.

## **Eligibility**

We will prioritise applications for the Hibiscus and Bays Local Board Economic and Business grants that:

- Can be upscaled, by leveraging from other funding or resources
- Include a significant contribution from the business association applicant (financial, time. Volunteers, etc.)
- Includes partnerships and collaboration for example: Between businesses, the community and business associations
- Application must clearly outline and state the economic benefit to the local business community.

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