

Puketāpapa Local Board Workshop Programme

Date of Workshop: Thursday, 25 January 2024

Time: 9.30am – 12.00noon

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

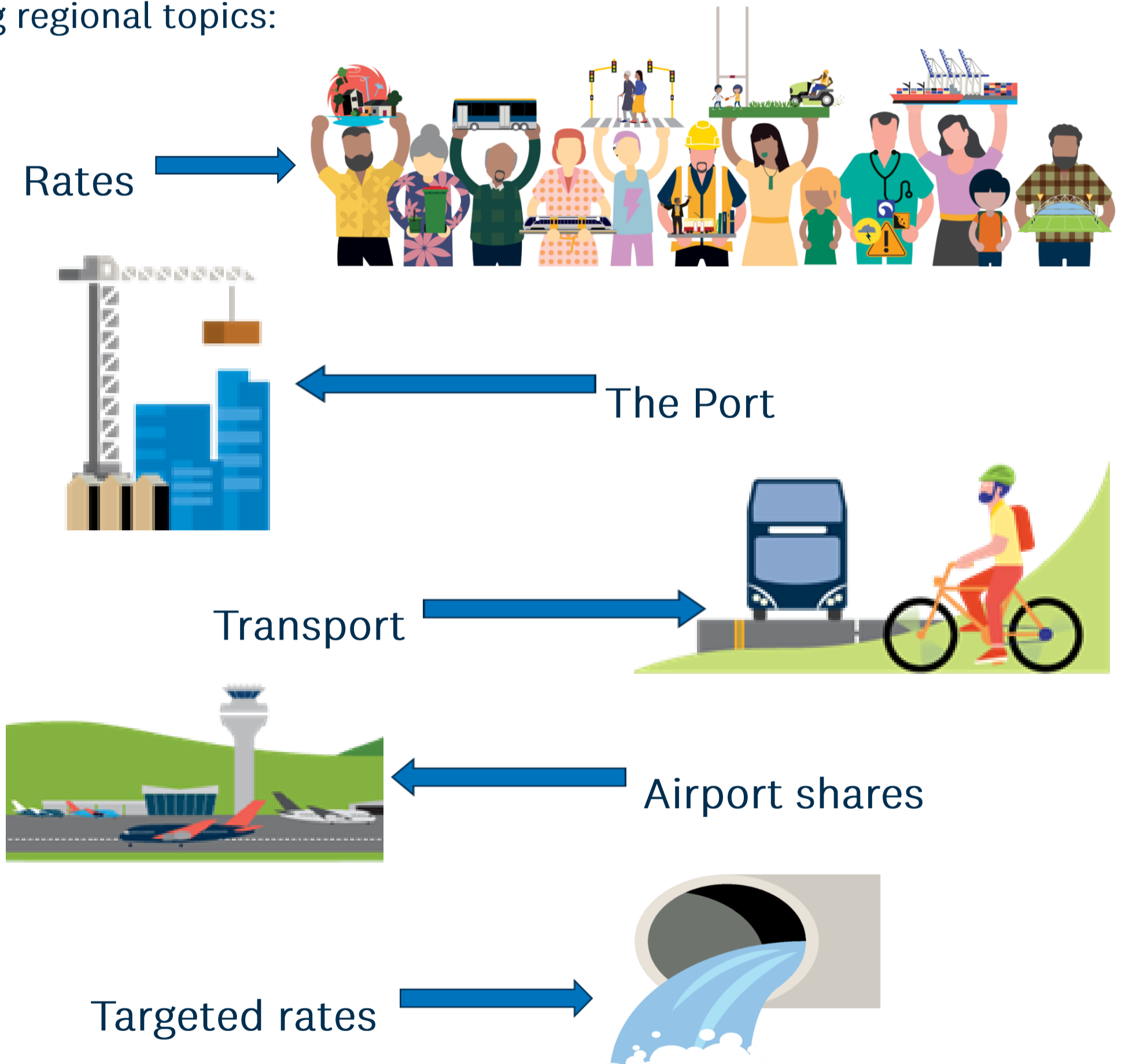
Time	Workshop Item	Overview	Governance role	Presenter/s
9.30am – 10.00am	<p><u>Item 1</u></p> <p>Local Board Members-only Discussion</p>	Local board members-only discussion of general updates and other items of interest.	<p>What is the local board's governance role with regards to the item being workshopped:</p> <ul style="list-style-type: none"> Keeping informed. 	* Local Board Members.
10.00am – 11.00am	<p><u>Item 2</u></p> <p>Engagement Strategy and Long-term Plan (LTP) Engagement Plan</p> <p><u>Information Materials:</u></p> <ol style="list-style-type: none"> Puketāpapa Local Board Engagement Strategy 2024-2025 Powerpoint re. Puketāpapa Local Board Engagement Strategy 2024-2025 Puketāpapa Local Board Long-term Plan 2024 Special Consultative Procedure (SCP) Engagement Plan Powerpoint re. Puketāpapa Local Board Long-term Plan 2024 Special Consultative Procedure (SCP) Engagement Plan. 	<p><u>Purpose:</u></p> <p>Staff will be in attendance to facilitate discussion of the following items:</p> <p>Puketāpapa Local Board Engagement Strategy 2024-2025</p> <p>The Puketāpapa Local Board Engagement Strategy 2024-2025 provides an overarching direction for engagement by elected members and support team for 2024-2025.</p> <p>The strategy should be viewed as an umbrella document which sits above all of the smaller and much more detailed engagement plans that are produced for each consultation or engagement activation.</p> <p>Puketāpapa Local Board Engagement Plan for the Long-term Plan 2024 consultation.</p> <p>Board members are asked to consider this as an organic document that may change as events and activities are added and refined. The Local Board Engagement Advisor will seek elected members support/attendance for the upcoming dates and activities and to discuss other opportunities.</p>	<p>What is the local board's governance role with regards to the item being workshopped:</p> <ul style="list-style-type: none"> Local Board Feedback / Direction Oversight and monitoring Keeping informed Engagement. 	* Cathy McIntosh – Local Board Engagement Advisor.

Time	Workshop Item	Overview	Governance role	Presenter/s
11.00am – 12.00noon	<u>Item 3</u> 2023 in review, 2024 key milestones	<u>Purpose:</u> Staff will be in attendance to facilitate the local board's discussion of milestones for 2024.	What is the local board's governance role with regards to the item being workshopped: <ul style="list-style-type: none"> • Local Board Feedback / Direction • Oversight and monitoring • Keeping informed • Engagement. 	* Mary Hay – Senior Local Board Advisor.
	LUNCH / END of DAY			

Long Term Plan 2024 Engagement

Community Engagement 28 February – 28 March 2024

Timelines are tight for this consultation and so we need to use our time and focus our efforts. This engagement plan aims to help the local board reach out to the community in a timely and helpful way. It is important to note that a large portion of the consultation, the information provided, the discussions expected, will be around the big regional topics:



Making way for water, environment, community investment and so much more...



Long Term Plan 2024 Engagement

Elected members are not expected to be subject matter experts, but it is their job to facilitate and enable the important Long Term Plan 2024 discussions with their community.

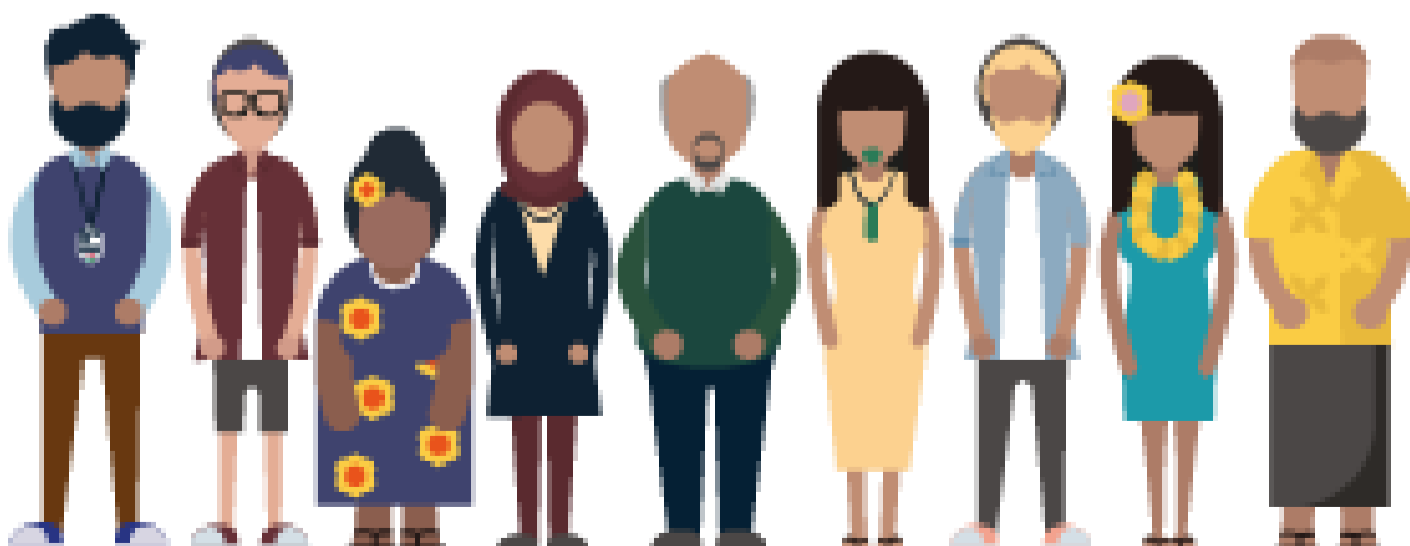
#1 Encourage submissions

This means helping your community have its voice heard, ensure that your community understands and is able to provide feedback, knows where to go to find out more, is aware of the consultation and what it means to them.

#2 Hear the community

The conversations you have during this time will help inform the boards' feedback on the regional topics. It also continues to inform your work programme budgetary decisions ongoing.

We need your opinion



Long Term Plan 2024 Engagement

Puketāpapa Local Board is running a very ‘we will come to you’ focussed engagement for the Long Term Plan 2024. This means that elected members will be asked to:

Reach out to a variety of existing local groups and attend a mix of local events to present/discuss the LTP - *Chinese via Roskill Chinese Community Group, youth via the PYF, Puketāpapa Community Network. Pacifica via Global Hope Mission*

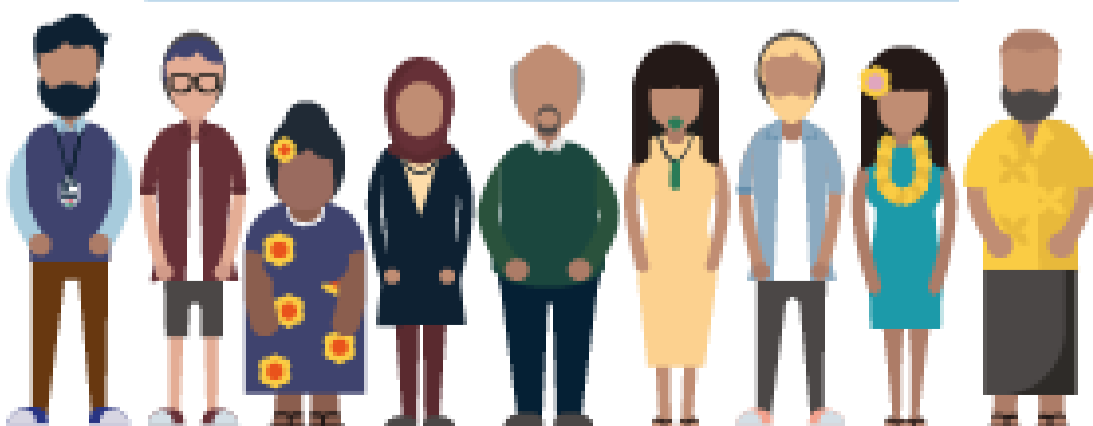
Provide, or inform the community of how to access translated information where needed – *Hindi, Simplified Chinese*

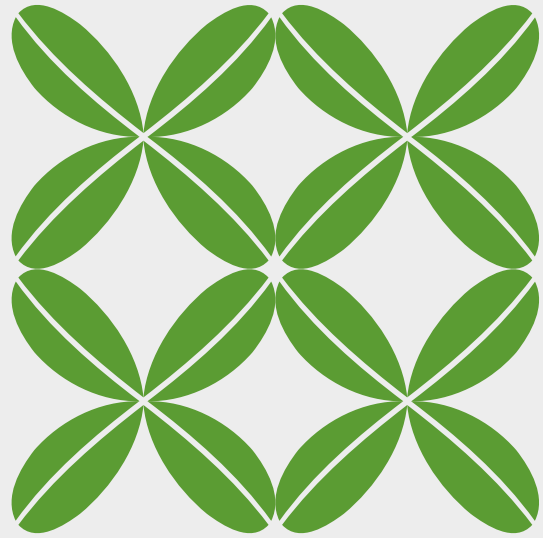
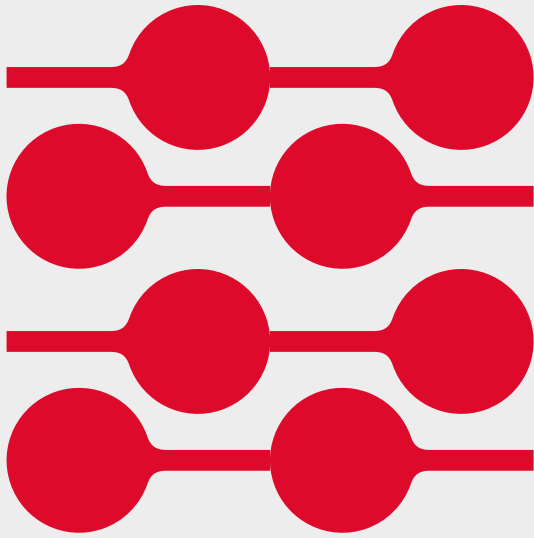
Help to inform the community of what the LTP24 is, what it means to them, how to provide feedback, why it is important to provide feedback, where to provide feedback, dates, times, locations and opportunities to get involved or find out more

Communicate via different channels to reach different audiences – *email, social, printed, word of mouth, events, community networks i.e. resident associations, BIDs etc*

Be available and accessible to the community – *pop-ups planned at the library, at the Key Hay Park fun day at events, network meetings*

We need your opinion





Engagement Strategy 2024-2025

February 2024



1. Purpose

The purpose of engagement for the Puketāpapa Local Board is to maintain an understanding of community needs, challenges, and aspirations to support local board decision-making and advocacy. It also seeks to improve community understanding of the role of council and the local board.

Engagement provides an opportunity for communities to contribute to and make decisions that affect their well-being and provides feedback to the local board about its plans and decisions.

This engagement strategy outlines the Puketāpapa Local Board's commitment to engagement. It captures the board's intent to improve local civic participation through its engagement activity, particularly for underrepresented groups. It serves as a guide to board members and to staff engaging with their communities.

2. Context

Engagement is required or recommended under a number of statutes, plans and policies, however the overarching context is provided by the Local Government Act 2002 (LGA), (together with subsequent amendments) and Auckland Council's Significance and Engagement policy (SEP) which sets out the way in which council complies with the legislation. Information Auckland Council Significance and Engagement Policy can be found in Appendix 1 and 2.

From a legislative perspective, a local board is expected to:

- Communicate with community organisations and special interest groups within its local board area.
- Identify and communicate the interests and preferences of the people in its local board area in relation to the content of the strategies, policies, plans, and bylaws of the Auckland Council.
- Consider the views and preferences of persons likely to be affected by, or to have an interest in, a local board decision.
- Use the local board plan process to reflect the priorities and preferences of the community and identify and describe the interests and preferences of the people and communicate them to the Auckland Council.
- Provide an opportunity for people to participate in decision-making processes on the nature and level of local activities to be provided by the Council within the local board area.

3. Puketāpapa's communities of focus

Puketāpapa has very diverse communities that can be difficult to reach or are not keenly aware or informed about what Council does and offers. The boards focus on reaching out to diverse communities helps ensure it satisfies LGA 2002 requirements for decisions to 'take into account the diversity of the community and the community's interests.'

Puketāpapa local board engagement efforts will focus on the following community groups:

1. Chinese and Hindi speaking community (Asian community 39.9% 2018)

- 8.2% of population speak Hindi. Note: most speak English
- 7% speak mandarin Chinese. Note: many do not speak English
- Both groups were underrepresented in recent consultation processes.
- Some success through targeted engagement on the Local Board Plan 2023 and will nurture this connection towards long-term engagement and understanding of local board work.

2. Refugees and new migrants (53% born overseas 2018)

- There are large numbers of refugees and new migrants in the Puketāpapa Local Board area, many are isolated groups so pointed focus is needed.
- Low awareness of the role of the local board or the resources council provides so it is mutually beneficial to increase engagement with these groups.
- Many cultural and language barriers.

3. Pasifika community (14.7% population 2018)

- Underrepresented in recent consultation processes.
- Cultural and language barriers
- Recent success working with local groups helped provide access and voice to this community and will continue to nurture this opportunity.

4. New Residents

- Large housing developments are changing neighbourhoods and bringing many new residents to the Puketāpapa area. Ongoing consideration of how to engage with and hear from these communities will be a priority.

5. Youth 15-24yrs and children under 15yrs (approx. 33% 2018)

- Underrepresented in recent consultation processes.
- Important to keep youth informed and engaged so that their valid views are included in decision making, and likelihood of future civic engagement is increased.
- Engagement as centralised call to action doesn't appeal.

6. Seniors/older people (12.2% 65 years or more 2018)

- Increased isolation in recent years due to Covid restrictions
- Language, cultural and technology barriers to engagement
- This is a hard-to-reach group but make up an increasing proportion of the population. Special focus is needed to engage with local senior residents.

7. 7Māori, mana whenua and mataawaka (6%% population 2018)

- Underrepresented in recent consultation processes.
- Existing understanding of Mana whenua priorities, gained through mutual projects, is taken into consideration in all work that local boards do.

4. Puketāpapa Local Board engagement goals

Both community engagement and civic participation are critical for building social cohesion and resilience in communities as well as enabling meaningful engagement for local boards and communities.

This section of the strategy outlines the main engagement goals for 2024 and 2025 and actions toward achieving them.

Goal	To achieve this we will:
Civic participation and community engagement across the Puketāpapa local board area, particularly in communities of focus is meaningful and accessible.	<ul style="list-style-type: none"> • Continue to build on-going relationships with key community, in particular those representing communities of focus (as noted in Section 3). • Work collaboratively with other entities working within the same area, including Kainga Ora and CCOs, to coordinate engagement activity where possible, and share understanding and knowledge of previous feedback. This will also help reduce “consultation fatigue” felt by the community. • Communicate and engage with individuals and groups <i>where they are</i>, and in their own language when possible (or with supporting, translated information). • Look for opportunities for communities to have a central role in relevant decision-making.
Diversity of voices heard that reflects the Puketāpapa community	<ul style="list-style-type: none"> • Seek opportunities for elected members to join and present at a variety of community meetings/events. • Work with diverse groups to share opportunities and messages via their channels and community networks. • Provide translated information when possible.
Improved awareness of the local board role in Puketāpapa	<ul style="list-style-type: none"> • Include awareness raising of what the Local Board does and how to access opportunities in all engagement activities. • Work with communications team to ensure awareness of opportunities are shared and understood within the communities.
Legal requirement	<ul style="list-style-type: none"> • Facilitate SCP as required (<i>see Appendix 2</i>) in a meaningful and accessible way.

4. Engaging with Māori

Legal Obligations

Council is committed to meeting our broad legal obligations to Māori including responsibilities under *Te Tiriti o Waitangi, the Treaty of Waitangi*. There are specific, additional provisions in the LGA (sections 7 and 81) the Local Government (Auckland Council) Act 2009 and in the Significance and Engagement Policy that define council's relationships with and responsibilities towards Māori residents and ratepayers in Tāmaki Makaurau (including but differentiating between mana whenua iwi and mataawaka).

Partnership Approach

Mana whenua are more than just another stakeholder, they are a Treaty partner, in practice this means:

- Engage with iwi at the start of a project – at the thinking stage
- Supporting relationships at two levels
 1. Staff to staff
 2. Rangatira to rangatira relationships
- Recognise that mana whenua iwi may have limited capacity and resources.

Local insights

In Puketāpapa Māori number around 6% of the population, compared with 12% for the whole of Auckland. Most of these residents will be mataawaka (Māori who whakapapa to a different area). Some will be mana whenua (Māori who have a tribal connection to this rohe).

The local board will continue to engage with these groups in all consultation opportunities, however it is understood that there are capacity issues and that the board should first consider those priorities and views that mana whenua have shared through previous work.

Mana whenua

These mana whenua groups have connections to this area:

- Ngāti Whātua (Ngāti Whātua ki Kaipara, Ngāti Whātua Ōrākei)
- Te Kawerau ā Maki, Ngāi Tai ki Tāmaki, Ngāti Tamaoho, Te Ākitai Waiohua, Ngāti Te Ata Waiohua, Te Ahiwaru
- Ngāti Paoa, Ngaati Whanaunga, Ngāti Maru, Ngāti Tamaterā
- Waikato-Tainui.

The local board has a relationship agreement with Ngāti Tamaoho which identifies these areas of common interest and thus engagement focus: maunga (mountains), water, harbour and coastal margins, toi Māori (arts), engagement, housing.

Appendix 1: Local Board principles for engagement with communities in Puketāpapa

This section outlines Puketāpapa Local Board’s expectations for council (and CCO) staff undertaking engagement and consultation in the Puketāpapa Local Board area.

Principle	Explanation
Keep it simple	Language is kept clear and concise, with minimum use of technical or Council terms. Make it easy to be involved – use engagement methods that suit the people being engaged with.
Be strategic	Engagement is relevant to the community being engaged with. Engagement has an use – towards decision making, change process, informing.
Be genuine	Approach engagement with an open mind, allow time and space to listen and have avenues for which action can be taken from information received. Feedback is shared timely and impartially with the board/decision makers,
Go to the people	People are increasingly time-short and asking the community to change their routine to attend council led engagement activations is not realistic. Seek opportunities to go into the community, join exiting events and take up community led opportunities.
Recognise the ongoing conversation	Local Board members live in, and engage with, their community all the time. Engagement should not be seen as standalone, but as part of an ongoing dialogue with the community, the local board and wider council.
Nurture existing relationships	There are a variety of complex existing and growing relationships within each local board network. Including with mana whenua and community groups. Consideration needs to be given of these relationships and exiting understandings at all times.
Inform the board of opportunities	Elected members will be advised of engagement opportunities within their community.
Do more with less	Rather than creating events and activations join existing ones or support community led opportunities.
Seek to improve understanding	Every contact with the wider community should result in better understanding of what Local Boards /Council does and build trust and confidence.

Appendix 2: Auckland Council Significance and Engagement Policy

Council’s Significance and Engagement Policy is required under the LGA. Consultation and engagement principles related to Auckland Council’s strategic assets and matters of ‘significance’ are referenced in the Significance and Engagement Policy, which guides all local board engagement.

The type and nature of a decision, including its level of significance, guides how the local board will go about engaging its communities. This table provides an indicative guide to this:

Level of Significance	Examples of how we may engage
Low significance Small and simple <i>E.g., redevelopment of community hall, park improvements, playground renewal</i>	<ul style="list-style-type: none"> • Localised promotion through display boards at local council facilities • Targeted engagement through local community organisations • Promotion through e-newsletters and the local board Facebook page • Online via council’s ‘have your say’ digital engagement platform. • Paper surveys • Drop-in sessions/open days – often onsite where a project is taking place
Medium significance <i>E.g., cycle lanes, local area plan</i>	<ul style="list-style-type: none"> • Targeted online engagement which may include a survey and social media. • Hui or events • Information in libraries and service centres
High significance Large or complex <i>E.g., Long term plan, Local Board Plan, Annual Budget</i>	<ul style="list-style-type: none"> • Large scale publicity and promotion led centrally. • There could be an informal engagement/discussion phase ahead of a formal phase of consultation. • Likely to need consideration of different cultural styles and needs for engagement, including translations. • Likely to include a range of events and a focus on online activities, and paper forms in various languages. • Promotion through OurAuckland and e-newsletters

Principles of consultation under the LGA

Section 82 of the LGA applies whenever the local board consults. In practice, this means that when consulting with the public, the local board will endeavour to:

- Identify people who will be affected by or have an interest in the decision.
- Provide them with reasonable access to relevant information about the process and decision in an appropriate format.
- Encourage people to give their views.
- Give people a reasonable opportunity to give their views in an appropriate way.
- Listen to, and consider those views, with an open mind.
- After the decision, provide access to the decision and any other relevant material.

When the LGA requires us to consult in accordance with or in a manner that gives effect to Section 82, then (as set out in section 82A of the LGA) we will prepare and make available:

- A description of what we want to do, and why.
- An analysis of the practical options (with advantages and disadvantages)
- A draft of the policy or relevant document (or details of the changes to any policy or document).

The LGA requires consultation for certain matters, and Council also chooses to consult on a wide range of operational issues such as park upgrades and service improvements.

Special Consultative Procedure

A Special Consultative Procedure (SCP) is a type of formal consultation defined in part 6 of the LGA. The LGA specifies the use of the SCP for some plans and processes, including:

- Long-Term Plan/10-year budget (often referred to at the LTP)
- Regional Land Transport Plan

- Local Board Plans
- Annual Budget
- Auckland Plan
- Bylaws of significant interest to the public or of significant impact.

Under a SCP, the local board must:

- develop and make publicly available detailed information about the proposed decision.
- allow feedback for a minimum of one month.
- ensure people are given an opportunity to present their views to council through spoken interaction i.e., through a face-to-face event (or using NZ Sign language).

Puketāpapa Local Board

2024 key milestones

January 2024



Purpose for the day

- Outline key milestones coming for 2024
- Prepare for upcoming opportunities: giving direction, giving feedback, making-decisions



2024 – significant items

1. Long-term plan, local board agreement and work programme
 - Equity funding and increased decision making
2. Representation project
3. Kāinga Ora (confidential Section 7(2) (c): obligations of confidence)
4. Making Space for Water project



Long-term plan Local Board Agreement Work Programme



Purpose

- Recap on process and what has been agreed so far
- Highlight key decision points for the local board



Progress so far

- LB adopted consultation content (CD and SI) and HYSE date
- GB agreed on consultation topics



Governing Body

Adopt consultation materials



Governing Body

Adopt LTP



Developing
24/25



Work programme
Workshop draft



LTP/LBA
Public consultation
Have Your Say Event



LTP/LBA
Workshop
consultation feedback



Work programme
Workshop final



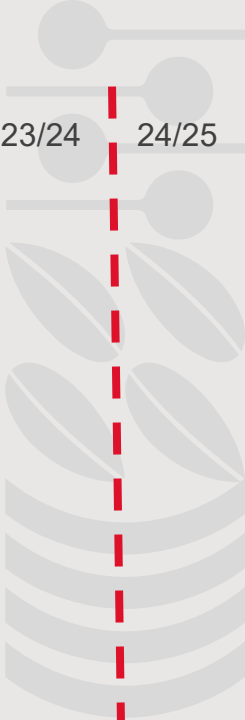
LTP/LBA
Input to GB



Work programme
Adopt work
programme



LTP/LBA
Adopt LBA



Puketāpapa workshop and business meetings dates

- 7 March – WS5 AB performance measures
- 28 March – WS6 draft work programme
- 11 April – WS7 AB Fees and Charges
- 24 April (Wed) – WS8 AB community feedback (for LB input to GB)
- 2 May - (BM) Approve AB regional input and receive feedback
- 9 May – WS9 draft work programme
- 13 June (BM) Adopt Local Board Agreement
- 20/27 June (BM) Approve Work Programmes



Connection between work programme and equity funding (aka fairer funding)

Developing this now



FY	Stage in process	Impact of equity funding – if proposal goes ahead
FY 2023/2024	NOW	-
FY 2024/2025	LTP Year 1	First year to prepare and develop advice
FY 2025/2026	LTP Year 2	Extra funding kicks in
FY 2026/2027	LTP Year 3	



Representation Project



Representation Project = Representation Review + Reorganisation Proposal

GB agreed to do early engagement on:

- Keep ward councillors at 20, with possible minor boundary changes
- Consider the status quo against a model of 15 local boards (amalgamating to match wards except for Waiheke and Aotea Great Barrier) to test the case for change
- Workshops with LBs in Feb/March

Presentation to GB on 14 Dec 2023 attached for your reference

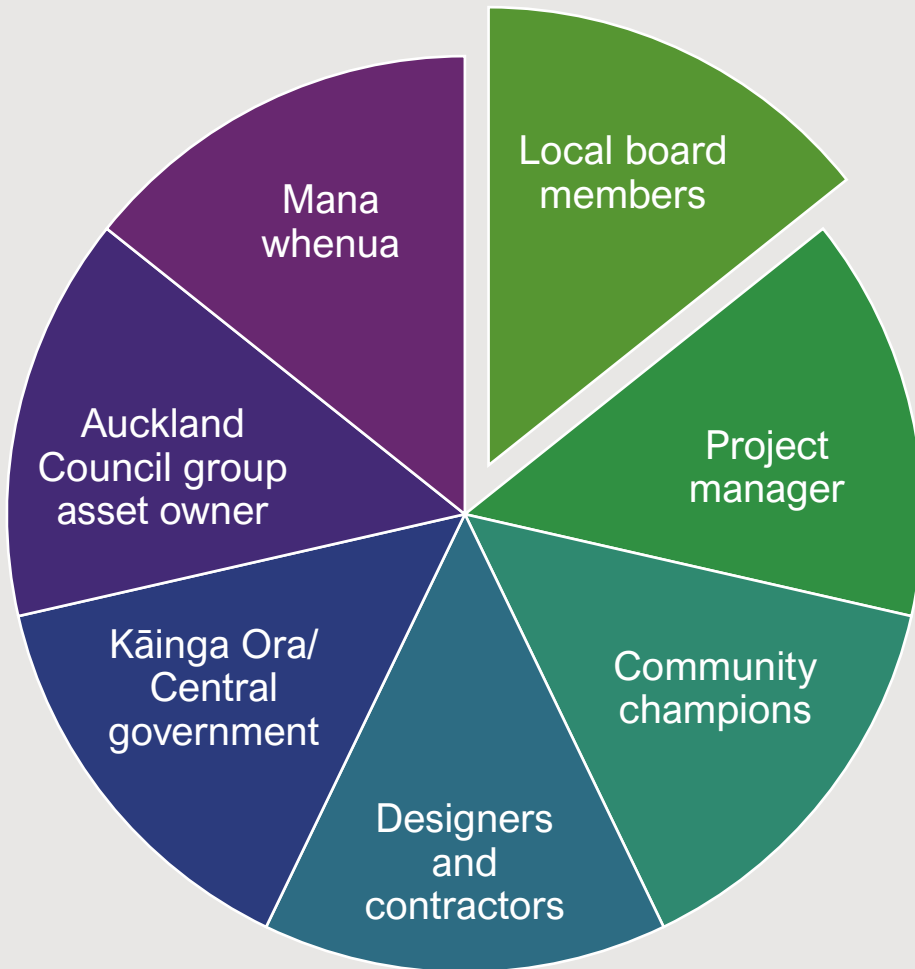


Making Space for Water





Working group for each blue-green network project (from March)



- 1 representative from each LB (plus alternate)
 - advocate for local priorities
 - keep local board informed of working group progress
 - **Report in February to select delegate and confirm role description**
- *Note, the working group is:*
 - *not a decision-making group*
 - *will only work on the Puketāpapa project*





The representative's role description*

Time expectation:

- **3-4 hours per week on average.** *There will be some variability through the project life cycle*
- **Minimum: 1 working group meeting per month.** *Likely more frequent during detailed design stage*

Scope:

- input local board priorities to working group (i.e. from local board plan or recent consultations)
- provide updates to the local board (via member time?)

Skills needed

- An interest in stormwater will help, but technical knowledge is not required

Support

The Blue-green networks initiative lead, the project manager, and the MSFW Governance Lead will be available to support members as needed. This may include understanding the technical aspects of the project, identifying coordination with other projects, or progressing decision making.

***Note:** *The working group is not a decision-making group - any formal decisions would be made by the relevant Committee/ LB, depending on delegations*

