



## **Local Government – 25 years' experience and skills development**

With a deep understanding of the intricacies of council operations, size, variety of activities, people and complexity and unmatched across the rest of regional Aotearoa as well as other NZ cities.

Known for rationalising contract portfolio's and continuously improving purchase orders and arrangements to remove duplication and align standard operating procedures into self-managing mechanisms for audit and compliance.

Always demonstrating accountability, transparency and responsibility as a People Leader of high performing teams and as a subject matter expert for administration, contracts and procurement.

Depth and breadth of experience spans:

- Licensing & Regulatory Compliance,  
(reviewed and centralised Resource Consenting, Compliance and Engineering Master Supplier Agreements in 2017)
- Building Consents and Resource Consents,  
(Reviewed internal systems to reduce excessive volume and, re-work impacting other teams in council and improve a commitment to paying bill on time. Outsourcing of building consent inspections produced hundreds of invoices every week and compounding over a month and year. Introduced consolidated electronic invoicing and standard operating procedures removing interdependencies whilst enabling payments on time, reductions in volumes from hundreds of invoices only 4 – 6 more month and designed to pick up any invoices to be rechecked. - 2018)
- Parks, Open Space and Facilities management,  
(reviewed pools & leisure facilities master service agreements for; the supply of chemicals, the supply of merchandise and the renewal of exercise & gym equipment) for 26 Leisure & pool facilities – Auckland -wide - 2016)  
(Centralised purchase orders for 26 sites of pool & recreation facilities saving 1.3 million 2014)
- Libraries, Holiday places & Cemeteries  
(centralised purchase orders and contracts for Holiday place, Cemeteries and Farming businesses - 2017)
- Shared Services - Finance, Procurement, Records, and Administration,  
(Survived 3 restructures and was 3 times to look after teams perceived as high maintenance or unknown due to technical abilities and leadership experience. Teams of 20 -25 administrators, personal assistants and purchasing staff)

- Co-Governance with Tūpuna Maunga Authority, and (Operations manager for TMA, Full Facility management and maintenance contracts, sports fields, Events and permit approvals, Leased buildings and stakeholder engagement, TMA board reports and presentations, research scholarships, Maunga outcomes and integrated asset management plans, jobs for nature and conservation team of ecologist, extensive planting program, playgrounds upgrades, capital works programme).
- Logistics with Civil Defence & Auckland Emergency Management Welfare and Centre Supervisor – Civil Defence, Mangere CD centre in response to floods and cyclones and continued with supporting Auckland Emergency Management with logistics and payment of emergency work and response work 2023)



Fig 1. Civil Defence Centre, Mangere

- Māori Outcome and staff development (bi-cultural relationships portfolio manager from 2005 and implement training suite to help staff working directly with māori, treaty of Waitangi principals, māori worldview post treaty, tikanga protocols. Upskilled mana whenua rangatahi into administration, minutes/agenda's and tracking activity for mana whenua forums in relation to parks sports and recreation capex and opex. Commitment to capability building of mana whenua rangatahi, 1 is now in programme management and project delivery and the other is an executive assistant to a director).
- Created Māori staff network – Manawa for Auckland Council based on legacy council funds from Manukau City Council and Auckland Council with the Auckland Transition Authority. Māori outcome roles at General Manager now exist as a consequence of the early work delivered in the early 2000's.
- Review, designed and consulted with Regional Parks, Cemeteries, Local and Sports Parks, and Community Facilities for records structure as new council in 2012 – 2017. Review records structure for co-governance Te Waka Tairanga Whenua and Tūpuna Maunga Authority.



Fig 2. Sportsfield, Otahuhu Domain.

- Worked in detail with work order management and an admin team of 14 relating to full facility management and the sale of a business (city parks services) and release of staff to new owners followed by 9 months of tidy up and closing accounts, and final payments.
- Contract support and programme management support for Te Waka Kerewai – Auckland Libraries. He Kupenga Horopounamu programme management, contract management and capacity building.
- Cultural visual impact assessments and researching stories for historical pā site “Pukekiwiriki Pa” in preparation for new gateway and palisades construction to acknowledge the historical site.

This is a short list of the achievements and work experience I have engaged and undertaken whilst employed @ Auckland Council. I am passionate about government work, and wish to work at regional councils, throughout NZ to continue giving forward to Aotearoa and LG staff and our communities.

Noho ora mai



Nga mihi nui,  
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