

I hereby give notice that an ordinary meeting of the Manukau Harbour Forum will be held on:

Date: Friday, 16 May 2014
Time: 9:30am
Meeting Room: Māngere-Otāhuhu Local Board Office
Venue: Shop 17, 93 Bader Drive
Māngere Town Centre

Manukau Harbour Forum

OPEN AGENDA

MEMBERSHIP

| | | |
|---------------------------|-------------------------------|--|
| Chairperson | Member Jill Naysmith | <i>Franklin Local Board</i> |
| Deputy Chairperson | Member Saffron Toms | <i>Waitakere Ranges Local Board</i> |
| Members | Member Simeon Brown | <i>Manurewa Local Board</i> |
| | Member Carrol Elliott, JP | <i>Mangere-Otahuhu Local Board</i> |
| | Member Lotu Fuli | <i>Otara-Papatoetoe Local Board</i> |
| | Member Bridget Graham, QSM | <i>Maungakiekie-Tamaki Local Board</i> |
| | Member Graham Purdy | <i>Papakura Local Board</i> |
| | Member Michael Wood | <i>Puketapapa Local Board</i> |
| | Member Amy Chand | <i>Whau Local Board</i> |
| Alternate Members | Member Catherine Farmer | <i>Whau Local Board</i> |
| | Member Angela Dalton | <i>Manurewa Local Board</i> |
| | Member Danella McCormick | <i>Manurewa Local Board</i> |
| | Member Neil Henderson | <i>Waitakere Ranges Local Board</i> |
| | Member Leau Peter Skelton | <i>Mangere-Otahuhu Local Board</i> |
| | Member Alan Cole | <i>Franklin Local Board</i> |
| | Member Brett Clark | <i>Maungakiekie-Tamaki Local Board</i> |
| | Member David Holm | <i>Puketapapa Local Board</i> |
| | Member Fa'anana Efeso Collins | <i>Otara-Papatoetoe Local Board</i> |

(Quorum 5 members)

Gaylene Harvey
Democracy Advisor

7 May 2014

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1 Welcome

The Chairperson will open the meeting and welcome everyone present.

2 Apologies

At the close of the agenda no apologies had been received.

3 Declaration of Interest

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

4 Confirmation of Minutes

That the Manukau Harbour Forum confirm the ordinary minutes of its meeting, held on Monday, 24 February 2014, as a true and correct record.

5 Leave of Absence

At the close of the agenda no requests for leave of absence had been received.

6 Acknowledgements

At the close of the agenda no requests for acknowledgements had been received.

7 Petitions

At the close of the agenda no requests to present petitions had been received.

8 Deputations

At the close of the agenda no requests for deputations had been received.

9 Public Forum

A period of time (approximately 30 minutes) is set aside for members of the public to address the meeting on matters within its delegated authority. A maximum of 3 minutes per item is allowed, following which there may be questions from members.

At the close of the agenda no requests for public forum had been received.

10 Extraordinary Business

Section 46A(7) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“An item that is not on the agenda for a meeting may be dealt with at that meeting if-

- (a) The local authority by resolution so decides; and
- (b) The presiding member explains at the meeting, at a time when it is open to the public,-
 - (i) The reason why the item is not on the agenda; and
 - (ii) The reason why the discussion of the item cannot be delayed until a subsequent meeting.”

Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“Where an item is not on the agenda for a meeting,-

- (a) That item may be discussed at that meeting if-
 - (i) That item is a minor matter relating to the general business of the local authority; and
 - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
- (b) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.”

11 Notices of Motion

At the close of the agenda no requests for notices of motion had been received.

Triennial Schedule of Business Meetings for the Manukau Harbour Forum

File No.: CP2014/08425

Purpose

1. Pursuant to the requirements of clauses 21(5)(d) and 22(1)(a) of Schedule 7 of the Local Government Act 2002, a date has to be set for the remaining business meetings in for the 2013-2016 term of the Manukau Harbour Forum.

Executive Summary

2. To enable times to be scheduled and protected in members diaries options have been presented in the body of this report for the Forum to consider.
3. It is proposed to schedule workshops for the Forum from 9.30am to 11.30am prior to their business meetings commencing at 11.30am.
4. The options available to the Forum which appear to be clear in most members local board calendars and/or the general local board calendar are:
 - a) First or second Monday morning (9.30am – 12.30pm) of alternate months
 - b) First or second Friday morning (9.30am – 12.30pm) of alternate months
5. This schedule does not preclude the Forum setting extraordinary meetings to consider business if required.

Recommendation/s

- a) That the Manukau Harbour Forum confirms holding bi-monthly workshops and business meetings, noting that workshops will commence at 9.30am, followed by business meetings at 11.30am.
- b) That the Manukau Harbour Forum confirms the following meeting dates for the 2013-2016 triennial term:
 - i) ?? July 2014
 - ii) ?? September 2014
 - iii) ?? November 2014
 - iv) ?? February 2015
 - v) ?? April 2015
 - vi) ?? June 2015
 - vii) ?? August 2015
 - viii) ?? October 2015
 - ix) ?? December 2015
 - x) ?? February 2016
 - xi) ?? April 2016
 - xii) ?? June 2016
 - xiii) ?? August 2016

Attachments

There are no attachments for this report.

Signatories

| | |
|-------------|---|
| Authors | Gaylene Harvey - Democracy Advisor |
| Authorisers | Victoria Villaraza - Relationship Manager |