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# **Waitākere Ranges Local Board**

## **OPEN MINUTES**

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Minutes of an extraordinary meeting of the Waitākere Ranges Local Board held in the Waitākere Ranges Local Board Office, 39 Glenmall Place, Glen Eden on Tuesday, 17 June 2014 at 2:11pm.

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### **PRESENT**

<b>Deputy Chairperson</b>	Denise Yates, JP
<b>Members</b>	Neil Henderson Saffron Toms

### **APOLOGIES**

<b>Chairperson</b>	Sandra Coney, QSO
<b>Members</b>	Greg Presland Steve Tollestrup

### **ALSO PRESENT**

### **IN ATTENDANCE**

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**Secretarial Note: In the absence of the Chairperson the Deputy Chair presided.**

**1 Welcome**

The Deputy Chairperson opened the meeting and welcomed those present.

**2 Apologies**

Resolution number WTK/2014/77

MOVED by Member S Toms, seconded by Member NR Henderson:

That the Waitākere Ranges Local Board:

- a) Accept the apologies from Chairperson Sandra Coney, Members Greg Presland and Steve Tollestrup for absence.

**CARRIED**

**3 Declaration of Interest**

Members were 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.

Specifically members are asked to identify any new interests they have not previously disclosed, an interest that might be considered as a conflict of interest with a matter on the agenda.

At its meeting on 28 November 2013, the Waitakere Ranges Local Board resolved (resolution number WTK/2010/5) to record any possible conflicts of interest in a register.

*Register*

<b>Board Member</b>	<b>Organisation / Position</b>
Sandra Coney	<ul style="list-style-type: none"> <li>• Waitemata District Health Board – <i>Elected Member</i></li> <li>• Women’s Health Action Trust – <i>Patron</i></li> </ul>
Neil Henderson	<ul style="list-style-type: none"> <li>• Portage Trust – <i>Elected Member</i></li> <li>• West Auckland Trust Services (WATS) Board – <i>Trustee/Director</i></li> <li>• Weedfree Trust – <i>Employee</i></li> </ul>
Greg Presland	<ul style="list-style-type: none"> <li>• Portage Trust – <i>Elected Member</i></li> <li>• Lopdell House Development Trust – <i>Trustee</i></li> <li>• Titirangi Residents &amp; Ratepayers Group – <i>Committee Member</i></li> </ul>
Steve Tollestrup	<ul style="list-style-type: none"> <li>• Waitakere Licensing Trust – <i>Elected Member</i></li> <li>• Community Waitakere – <i>Trustee</i></li> <li>• West Auckland Trust Services (WATS) Board – <i>Trustee/Director</i></li> <li>• Henderson Valley Residents Association – <i>Committee Member</i></li> </ul>
Saffron Toms	No current conflict of interest.
Denise Yates	<ul style="list-style-type: none"> <li>• Ecomatters Environment Trust – <i>Deputy Chair</i></li> <li>• Keep Waitakere Beautiful Trust – <i>Board Member</i></li> <li>• Huia-Cornwallis Ratepayers &amp; Residents</li> </ul>

	Association – <i>Co-chairperson</i> <ul style="list-style-type: none"><li>• Charlotte Museum Trust – <i>Trustee</i></li></ul>
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### Member appointments

Board members are appointed to the following bodies. In these appointments the board members represent Auckland Council.

Board Member	Organisation / Position
Sandra Coney	<ul style="list-style-type: none"><li>• Friends of Arataki Incorporated – <i>Trustee</i></li></ul>
Neil Henderson	<ul style="list-style-type: none"><li>• Friends of Arataki Incorporated – <i>Trustee</i></li><li>• Living Cell Technologies Animal Ethics Committee – <i>Member</i></li></ul>
Saffron Toms	<ul style="list-style-type: none"><li>• Ark in the Park – <i>Governance Group Member</i></li></ul>

### 4 Leave of Absence

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

### 5 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.”

**6 Notices of Motion**

There were no notices of motion.

**Adjournment of Meeting**

Resolution number WTK/2014/78

MOVED by Deputy Chairperson DA Yates, seconded by Member S Toms:

That the Waitākere Ranges Local Board:

- a) Adjourn the meeting at 2.16 pm and reconvened on Thursday, 19 June 2014 at 9.50 am.

**CARRIED**



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## Waitākere Ranges Local Board

### RECONVENED MINUTES

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Minutes of an extraordinary reconvened meeting of the Waitākere Ranges Local Board held in the Waitākere Ranges Local Board Office, 39 Glenmall Place, Glen Eden on Thursday, 19 June 2014 at 9.50 am.

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#### PRESENT

<b>Deputy Chairperson</b>	Denise Yates, JP
<b>Members</b>	Saffron Toms Greg Presland Steve Tollestrup

#### APOLOGIES

<b>Chairperson</b>	Sandra Coney, QSO
<b>Member</b>	Neil Henderson

#### ALSO PRESENT

#### IN ATTENDANCE

9.50 am meeting reconvened

**Secretarial Note: In the absence of the Chairperson the Deputy Chair presided.**

## 1 Welcome

The Deputy Chairperson opened the meeting and welcomed those present.

## 2 Apologies

Resolution number WTK/2014/77

MOVED by Member S Toms, seconded by Member GB Presland:

That the Waitākere Ranges Local Board:

- a) Accept the apologies from Chairperson Sandra Coney, Members Neil Henderson for absence.

**CARRIED**

## 3 Declaration of Interest

Members were 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.

Specifically members are asked to identify any new interests they have not previously disclosed, an interest that might be considered as a conflict of interest with a matter on the agenda.

At its meeting on 28 November 2013, the Waitakere Ranges Local Board resolved (resolution number WTK/2010/5) to record any possible conflicts of interest in a register.

*Register*

Board Member	Organisation / Position
Sandra Coney	<ul style="list-style-type: none"> <li>• Waitemata District Health Board – <i>Elected Member</i></li> <li>• Women’s Health Action Trust – <i>Patron</i></li> </ul>
Neil Henderson	<ul style="list-style-type: none"> <li>• Portage Trust – <i>Elected Member</i></li> <li>• West Auckland Trust Services (WATS) Board – <i>Trustee/Director</i></li> <li>• Weedfree Trust – <i>Employee</i></li> </ul>
Greg Presland	<ul style="list-style-type: none"> <li>• Portage Trust – <i>Elected Member</i></li> <li>• Lopdell House Development Trust – <i>Trustee</i></li> <li>• Titirangi Residents &amp; Ratepayers Group – <i>Committee Member</i></li> </ul>
Steve Tollestrup	<ul style="list-style-type: none"> <li>• Waitakere Licensing Trust – <i>Elected Member</i></li> <li>• Community Waitakere – <i>Trustee</i></li> <li>• West Auckland Trust Services (WATS) Board – <i>Trustee/Director</i></li> <li>• Henderson Valley Residents Association – <i>Committee Member</i></li> </ul>
Saffron Toms	No current conflict of interest.
Denise Yates	<ul style="list-style-type: none"> <li>• Ecomatters Environment Trust – <i>Deputy Chair</i></li> <li>• Keep Waitakere Beautiful Trust – <i>Board Member</i></li> </ul>

	<ul style="list-style-type: none"> <li>• Huia-Cornwallis Ratepayers &amp; Residents Association – <i>Co-chairperson</i></li> <li>• Charlotte Museum Trust – <i>Trustee</i></li> </ul>
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### Member appointments

Board members are appointed to the following bodies. In these appointments the board members represent Auckland Council.

Board Member	Organisation / Position
Sandra Coney	<ul style="list-style-type: none"> <li>• Friends of Arataki Incorporated – <i>Trustee</i></li> </ul>
Neil Henderson	<ul style="list-style-type: none"> <li>• Friends of Arataki Incorporated – <i>Trustee</i></li> <li>• Living Cell Technologies Animal Ethics Committee – <i>Member</i></li> </ul>
Saffron Toms	<ul style="list-style-type: none"> <li>• Ark in the Park – <i>Governance Group Member</i></li> </ul>

## 7 Community halls assistance fund

Resolution number WTK/2014/78

MOVED by Member GB Presland, seconded by Member SR Tollestrup:

That the Waitākere Ranges Local Board:

- Accepts the late submission from RHA Community Centre Society Inc – Barnett Hall
- Approves the establishment of the 2013/2014 Community Halls Assistance Fund from the available underspend in the budget, “West Facilitation Fund”.

**CARRIED**

Resolution number WTK/2014/79

MOVED by Member GB Presland, seconded by Member SR Tollestrup:

- Approves the criteria and guidelines in Attachment A, with the inclusion of the phrase “facility insurance and utility costs” in the “what can you apply for section”.

**CARRIED**

Resolution number WTK/2014/80

MOVED by Member GB Presland, seconded by Member SR Tollestrup:

- Approves the following grant allocations from the Community Halls Assistance Fund as listed in Table 1 below.

*Table 1 – Community Halls Assistance Fund*

Organisation	Funding for	Amount Requested	Amount Allocated
Laingholm Village Hall	Electricity charges June 2013 – June 2014	\$694.77	\$694.77
Oratia Ratepayers and Residents Association – Oratia Settlers	Operating costs	\$3,000	\$2,800
Oratia Ratepayers and Residents Association – Small Hall	Operating costs	\$3,000	\$2,800
Paturoa Bay Ratepayers and Residents Association	Operating costs (power, insurance, cleaning and administration costs)	\$2,000	\$2,000



The Waitakere Residents and Ratepayers Association – Waitakere Domain Application	Operating costs		\$1,505.23
The Waitakere Residents and Ratepayers Association – Waitakere Township Hall Application	Operating costs (exterior maintenance, rear wall, windows and weather boards)	\$3,000	\$2,800
The Waitarua Ratepayers and Residents Association Inc.	Operating costs	\$3,000	\$2,800
RHA Community Centre Society Inc – Barnett Hall	Piha Community news design work and hall insurance	\$3,000	\$2,800

**CARRIED**

Resolution number WTK/2014/81

MOVED by Member S Toms, seconded by Member SR Tollestrup:

- e) Approves the following grant allocations from the Community Hall Assistance Fund as listed below.

Huia Cornwallis Ratepayers and Residents Association	Operating costs (insurance cover for the year 2014-15)	\$3,000	\$2800
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**CARRIED**

Secretarial Note: Member Yates declared an interest in the application from Huia-Cornwallis Ratepayers and Residents Association Inc. and withdrew as chair. She did not participate in the discussion or voting on this application.

Member Presland presided as chair for the consideration of the above application.

## 8 Consideration of Extraordinary Items

There was no consideration of extraordinary items.

10.20 am

The Chairperson thanked Members for their attendance and attention to business and declared the meeting closed.

CONFIRMED AS A TRUE AND CORRECT RECORD  
AT A MEETING OF THE WAITĀKERE RANGES  
LOCAL BOARD HELD ON

**DATE:**.....

**CHAIRPERSON:**.....