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# **Waitākere Ranges Local Board**

## **OPEN MINUTES**

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Minutes of a meeting of the Waitākere Ranges Local Board held in the Waitakere Ranges Local Board Office, 39 Glenmall Place, Glen Eden on Thursday, 10 March 2016 at 6.30pm.

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### **PRESENT**

<b>Chairperson</b>	Sandra Coney, QSO
<b>Deputy Chairperson</b>	Denise Yates, JP
<b>Members</b>	Neil Henderson Greg Presland Steve Tollestrup

### **ABSENT**

Saffron Toms

11<sup>th</sup> February to 31<sup>st</sup>  
March 2016

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## 1 Welcome

The Chairperson opened the meeting and welcomed those present.

## 2 Apologies

There were no apologies.

## 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>• EcoMatters Environment 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> <li>• Whau Coastal Walkway Environmental Trust – <i>Trustee</i></li> <li>• Combined Youth Services Trust – <i>Trustee</i></li> <li>• Glen Eden Bid - <i>Member</i></li> </ul>
Steve Tollestrup	<ul style="list-style-type: none"> <li>• Waitakere Licensing Trust – <i>Elected Member</i></li> <li>• West Auckland Trust Services (WATS) Board – <i>Trustee/Director</i></li> <li>• Waitakere Task force on Family Violence – <i>Appointee</i></li> </ul>
Saffron Toms	NIL
Denise Yates	<ul style="list-style-type: none"> <li>• Friends of Arataki Incorporated – <i>Committee member</i></li> <li>• EcoMatters Environment Trust – <i>Trustee</i></li> <li>• Charlotte Museum Trust – <i>Trustee</i></li> </ul>

Secretarial note: Member Greg Presland declared an interest in Item 16

### 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><li>• Rural Advisory Panel - <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 Confirmation of Minutes

Resolution number WTK/2016/13

MOVED by Chairperson S Coney, seconded by Member NR Henderson:

**That the Waitākere Ranges Local Board:**

- a) **Confirms the ordinary minutes of its meeting, held on Thursday, 25 February 2016, as a true and correct record.**

**CARRIED**

### 5 Leave of Absence

There were no leaves of absence.

### 6 Acknowledgements

The Waitakere Ranges Local Board acknowledged the passing of Harry Turbott a resident of Karekare.

### 7 Update from Ward Councillors – This item was discussed after Item 12

Secretarial note: Apology from Councillor Linda Cooper was noted.

### 8 Deputations

There were no deputations.

### 9 Public Forum

#### 9.1 **Marie Dent from Albionvale Steering Group was in attendance and spoke on the following:**

- Thank the Waitakere Ranges Local Board for the grant received towards the upkeep of the public and shared spaces in the village.
- The Trust also acknowledged Waitakere Ranges Local Board for their interest in Villages affairs.

#### 9.2 **George Michael Swan a member of the community was in attendance and spoke on the:**

- Noxious weeds - moth plant around Kelston area.

Secretarial note: This relates to the Whau Local Board area and has been

forwarded to them for their response.

Resolution number WTK/2016/14

MOVED by Member NR Henderson, seconded by Deputy Chairperson DA Yates:

**That the Waitākere Ranges Local Board:**

- a) **Receives the public forum submission from Marie Dent and George Michael Swan and thank him for his presentation.**

**CARRIED**

## 10 Extraordinary Business

There was no extraordinary business.

## 11 Notices of Motion

There were no notices of motion.

## 12 Piha Stream Erosion Management

Resolution number WTK/2016/15

MOVED by Chairperson S Coney, seconded by Member GB Presland:

**That the Waitākere Ranges Local Board:**

- a) **Approves the use of rock toe protection, and vegetation planting in place of gabion baskets, with rock or log weirs, for the management of erosion on the embankment of Piha Stream to provide protection for the West Coast Gallery, a Ministry of Education building and the Piha Fire Station and Seaview Road.**
- b) **Notes that stream erosion can be significantly impacted by storm events and the location of this area could create multiple risks to Council, community, and Auckland Transport assets in such an event. It is requested that consideration be given to identifying funding to urgently progress the delivery of the protection outlined in a). from across related Council areas, not just Parks, given the range of assets potentially at risk.**

**CARRIED**

Deputy Mayor Penny Hulse arrived @ 7.00 pm

## 7 Update from Ward Councillors

Deputy Mayor Penny Hulse provided the members with matters being addressed by Governing Boyd including:

- Update on SHA
- Update on the Unitary Plan
- Acknowledged the members for the work around the WRHA events

**Precedence of Business**

Resolution number WTK/2016/16

MOVED by Chairperson S Coney, seconded by Member SR Tollestrup:

**That the Waitakere Ranges Local Board:**

- a) **Agree that Confidential Item C1 – Local Board Transport Capex Fund Report be accorded precedence at this time.**

**CARRIED**

**21 Procedural motion to exclude the public**

Resolution number WTK/2016/17

MOVED by Member SR Tollestrup, seconded by Chairperson S Coney:

**That the Waitākere Ranges Local Board:**

- a) **Excludes the public from the following part(s) of the proceedings of this meeting.**

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

**C1 Local Board Transport Capex Fund Report**

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.  In particular, disclosure of the selection of main contractor for the constructon of Mountain Road would compromise council's sensitive information obtained during a competitive tender process..	s48(1)(a)  The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.

The text of these resolutions is made available to the public who are present at the meeting and form part of the minutes of the meeting.

**CARRIED**

7.34pm The public was excluded.

Resolutions in relation to the confidential items are recorded in the confidential section of these minutes and are not publicly available.

7.44pm The public was re-admitted.

**13 Changes to the West Coast Lagoons Septic Tank Subsidy Scheme**

Resolution number WTK/2016/18

MOVED by Deputy Chairperson DA Yates, seconded by Member NR Henderson:

**That the Waitākere Ranges Local Board:**

- a) **Approves the following changes to the 'West Coast Lagoons Septic Tank Upgrade Subsidy' scheme:**
- **Increase the subsidy that is available from \$2,500 to \$5,000 and make this subsidy only available until 30 April 2016.**
  - **Fund three septic tank management workshops up to a budget of \$7,500**
- b) **Approves that the one applicant who has received the subsidy to date, is paid \$2,500 to reflect these changes to the subsidy.**

**CARRIED**

**14 Approval for ballot purposes of the proposed expansion area of Glen Eden Business Improvement District**

Resolution number WTK/2016/19

MOVED by Member SR Tollestrup, seconded by Member NR Henderson:

**That the Waitākere Ranges Local Board:**

- a) **Approves for ballot purposes the proposed expanded Glen Eden Village Business Improvement District area as indicated on the attached map (Attachment B).**

**CARRIED**

Member Greg Presland declared an interest and took no part in discussion or voting in this matter.

**15 Community Led Small Build Programme**

Resolution number WTK/2016/20

MOVED by Chairperson S Coney, seconded by Member GB Presland:

**That the Waitākere Ranges Local Board:**

- a) **Receives the update report on the Community Led Small Build programme**
- b) **Notes that the Community Led Small Build Programme has been developed without input from the Waitakere Ranges Local Board.**
- c) **Notes that the Local Board must balance enabling community initiatives with the needs of the general public to access Council assets, as well as providing value for ratepayers.**
- d) **Notes that any applications will be assessed against the Waitakere Ranges Local Board priorities, any relevant management or other plans /and the WRHA Act.**
- e) **All applications involving the use of Council land will be put before the entire Waitakere Ranges Local Board at a workshop early in the process.**
- f) **Land owner consent will be sought from the entire Waitakere Ranges Local Board at a business meeting.**

**CARRIED**

**16 Draft Business Improvement District Policy (2016) – local board feedback**

Resolution number WTK/2016/21

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

**That the Waitākere Ranges Local Board:**

- a) Provides the following feedback on the draft Business Improvement District Policy (2016)**
- i. Support the Local Board Roles and Responsibilities as outlined in the policy noting the collaborative nature and shared placed based goals between local boards and their BIDs.**
  - ii. Note that while there should be good accountability and partnership between Council and BID's that each business association as a society should have clear independence.**
  - iii. Support the concept of variable financial audit requirements as outlines and that BIDs who collected a targeted rate of less than \$100,000 and which had no serious concerns from the previous audit should be subject to undertake only bi-annual financial audits.**
  - iv. Support the processes outlined to handle problems and issues, serious concerns.**
  - v. Notes that Council has discretionary ability to alter target rate structure, it is implied that adequate notification will be given, but this should be more explicitly written ( pg. 24).**
  - vi. Support the requirements of Bid Accountability and that BIDS to include a risk register presented to BID governance meetings quarterly.**
  - vii. Support staff recommendation of the hybrid model methodology of part fixed charge and part capital value with regards to calculating the targeted rate for individual properties within a BID.**
  - viii. Propose that to support BID development that consideration be given to how Council may regionally facilitate a pre-BID 'incubator' such as an affiliate structure for smaller aspirational Business Associations with like BIDS.**

**CARRIED**

**17 Local government elections - order of names on voting documents**

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

**That the Waitākere Ranges Local Board:**

- a) Recommend to the governing body that candidate names on voting documents should be arranged in random order.**

**This motion was lost**

Resolution number WTK/2016/22

MOVED by Chairperson S Coney, seconded by Deputy Chairperson DA Yates:

**That the Waitākere Ranges Local Board:**

- b) Recommends to the governing body that candidate names on voting documents should be arranged in alphabetical order of surname**

**CARRIED**



**18 Governance Forward Work Calendar**

Resolution number WTK/2016/23

MOVED by Deputy Chairperson DA Yates, seconded by Chairperson S Coney:

**That the Waitākere Ranges Local Board:**

- a) **Notes the attached updated Governance Forward Work Calendar.**

**CARRIED**

**19 Waitakere Ranges Local Board Submission on the Proposed New Marine Protected Areas Consultation Document**

Resolution number WTK/2016/24

MOVED by Member GB Presland, seconded by Member NR Henderson:

**That the Waitākere Ranges Local Board:**

- a) **Retrospectively approves its submission to Auckland Council on the Proposed New Marine Protected Areas Consultation document (attachment A).**

**CARRIED**

**20 Consideration of Extraordinary Items**

There was no consideration of extraordinary items.

8.33 pm

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:**.....