
Waitākere Ranges Local Board

OPEN MINUTES

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, 22 September 2016 at 6.30pm.

PRESENT

| | |
|-------------------------------|---|
| Chairperson | Sandra Coney, QSO |
| Deputy Chairperson | Denise Yates, JP |
| Members | Neil Henderson Greg Presland Steve Tollestrup Saffron Toms |

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"> • Waitemata District Health Board – <i>Elected Member</i> • Women’s Health Action Trust – <i>Patron</i> • New Zealand Society of Genealogists – <i>Member</i> • New Zealand Military Defence Society – <i>Member</i> • Cartwright Collective – <i>Member</i> • Titirangi RSA - <i>Member</i> |
| Neil Henderson | <ul style="list-style-type: none"> • Portage Trust – <i>Elected Member</i> • West Auckland Trust Services (WATS) Board – <i>Trustee/Director</i> • EcoMatters Environment Trust – <i>Employee</i> |
| Greg Presland | <ul style="list-style-type: none"> • Portage Trust – <i>Elected Member</i> • Lopdell House Development Trust – <i>Trustee</i> • Titirangi Residents & Ratepayers Group – <i>Committee Member</i> • Whau Coastal Walkway Environmental Trust – <i>Trustee</i> • Combined Youth Services Trust – <i>Trustee</i> • Glen Eden Bid - <i>Member</i> |
| Steve Tollestrup | <ul style="list-style-type: none"> • Waitakere Licensing Trust – <i>Elected Member</i> • West Auckland Trust Services (WATS) Board – <i>Trustee/Director</i> • Waitakere Task force on Family Violence – <i>Appointee</i> |
| Saffron Toms | NIL |
| Denise Yates | <ul style="list-style-type: none"> • Friends of Arataki Incorporated – <i>Committee member</i> • EcoMatters Environment Trust – <i>Trustee</i> • Charlotte Museum Trust – <i>Trustee</i> |

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">Friends of Arataki Incorporated – <i>Trustee</i> |
| Neil Henderson | <ul style="list-style-type: none">Friends of Arataki Incorporated – <i>Trustee</i>Living Cell Technologies Animal Ethics Committee – <i>Member</i>Rural Advisory Panel - <i>Member</i> |
| Saffron Toms | <ul style="list-style-type: none">Ark in the Park – <i>Governance Group Member</i> |

4 Confirmation of Minutes

Resolution number WTK/2016/118

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

That the Waitākere Ranges Local Board:

- a) confirm the ordinary minutes of its meeting, held on Thursday, 8 September 2016, as a true and correct record.

CARRIED

5 Leave of Absence

There were no leaves of absence.

6 Acknowledgements

There were no acknowledgements.

7 Update from Ward Councillors

Apologies from Deputy Mayor Penny Hulse and Councillor Linda Cooper were noted.

8 Deputations

8.1 Titirangi Waka Ama deputation - feasibility study of possible sites for a waka ama facility on the Manukau harbour

Resolution number WTK/2016/119

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

That the Waitākere Ranges Local Board:

- a) receive the deputation from Titirangi Waka Ama and thank them for attending the Waitakere Ranges Local Board meeting.

CARRIED

9 Public Forum

There was no public forum.

10 Extraordinary Business

There was no extraordinary business.

11 Notices of Motion

There were no notices of motion.

Member S Toms left the meeting at 7.05 pm.

12 Auckland Transport Update Report - September 2016

Resolution number WTK/2016/120

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

That the Waitākere Ranges Local Board:

- a) **receive the Auckland Transport Update Report September 2016.**

CARRIED

13 New community lease to The Roundabout Society, 4 Lookout Drive, Laingholm

Secretarial note: the correct version of attachment A: Site Plan for The Roundabout Society Incorporated, Laingholm Hall Reserve, Ex Doctors Room, 4 Lookout Drive, Laingholm was tabled at the meeting. A copy has been placed on the official minutes and is available on the Auckland Council website as a minutes attachment.

Resolution number WTK/2016/121

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

That the Waitākere Ranges Local Board:

- a) **grant a new community lease to The Roundabout Society Incorporated for part of the Ex Doctors Room on Laingholm Hall Reserve, being Lot 40 Deposited Plan 19099 (Attachment A) on the following terms and conditions:**
- i) Term – two years commencing 17 October 2016;**
 - ii) Rent - \$1.00 plus GST per annum if requested;**
 - iii) Subsidised maintenance fee - \$1.00 plus GST per annum;**
 - iv) The Roundabout Society Incorporated Community Outcomes Plan as approved be attached to the lease document (Attachment B);**
 - v) Repairs estimated at \$8,500, funded through allocation from the local board LDI Community Halls and Facilities fund, will be undertaken by Auckland Council prior to occupation by the society;**
 - vi) As the future options of the building are explored Auckland Council will not undertake capital upgrade work to the facility during the term of the lease;**
 - vii) The Ex Doctors Room area marked 1 and outlined in red must only be used for the purposes of producing the newspaper and storing the society's printers, printing paper and associated materials to produce the community newspaper;**

- viii) The area marked 2 and outlined in green will be closed off by Auckland Council. The society will not seek to enter or gain access to this area;
 - ix) Auckland Council may conduct quarterly or frequent inspections should the council in its sole discretion deem it necessary to monitor the condition of the building;
 - x) Auckland Council reserves the right to give the society one month's written notice to terminate the lease if it considers the building is non-tenantable or not safe or healthy for the tenant to remain in occupation and Auckland Council will require the tenant to vacate the premises immediately if the building is not safe or sanitary pursuant to the Building Act 2004 or to eliminate a risk or hazard pursuant to the Health and Safety at Work Act 2015;
 - xi) Auckland Council has adopted a Smoke-Free Policy to apply on all Council land, which policy the Lessee is obligated to abide by during the Term. The Lessee will use its best endeavours to ensure its members, employees, invitees, contractors and agents abide by the policy.
- b) council staff to report back to the local board in May 2017 with options and costings for the Ex Doctors Room including but not limited to replacement using the existing footprint, repair, or relocation of the tenant.
 - c) approve all other terms and conditions in accordance with the Reserves Act 1977 and the Auckland Council Community Occupancy Guidelines July 2012.

CARRIED

Attachments

- A Attachment A: Site Plan for The Roundabout Society Incorporated, Laingholm Hall Reserve, Ex Doctors Room, 4 Lookout Drive, Laingholm

Member S Toms returned to the meeting at 7.18 pm.

14 Accountability Report - Community Waitākere Work Programme 2015/2016

Resolution number WTK/2016/122

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

That the Waitākere Ranges Local Board:

- a) note the accountability report for Community Waitākere's work in the Waitākere Ranges Local Board area in 2015/2016.

CARRIED

15 Community Capacity Building - Community Waitākere work programme 2016-17

Resolution number WTK/2016/123

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

That the Waitākere Ranges Local Board:

- a) approve Community Waitākere's work programme for 2016/2017.

CARRIED

16 Youth skills development and pathways to employment project 2016/17

Resolution number WTK/2016/124

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

That the Waitākere Ranges Local Board:

- a) **approve funding of \$18,200 to Youth Services West to deliver the Youth Skills and Pathways to Employment project for 2016/2017.**

CARRIED

17 Temporary arrangements for urgent decisions and staff delegations during the election period

Resolution number WTK/2016/125

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

That the Waitākere Ranges Local Board:

- a) **delegate to the chair and deputy chair the power to make, on behalf of the local board, urgent decisions that may be needed between the final local board business meeting and the commencement of the term of office of new local board members.**
- b) **note that from the commencement of the term of office of new local board members until the inaugural meeting of the incoming local board, urgent decision-making will be undertaken by the Chief Executive under existing delegations.**
- c) **approve that staff, as a temporary measure, can make business as usual decisions under their existing delegated authority without requiring compliance with the requirement in the current delegation protocols to consult with the nominated portfolio holder, from 8 October 2016 until new arrangements are made at the first business meeting in the new term.**
- d) **note that existing appointments by the local board to external bodies will cease at the election and new appointments will need to be made by the local board in the new term.**

CARRIED

18 Chairperson's report - September 2016

Secretarial note: The Proposed 2017 Parks and Building Maintenance Contracts – Feedback from the Waitakere Ranges Local Board was tabled at the meeting. A copy has been placed on the official minutes and is available on the Auckland Council website as a minutes attachment.

Resolution number WTK/2016/126

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

That the Waitākere Ranges Local Board:

- a) **receive the Chairperson's report.**
- b) **approves The Proposed 2017 Parks and Building Maintenance Contracts –**

Feedback from the Waitakere Ranges Local Board

CARRIED

Attachments

- A Proposed 2017 Parks and Building Maintenance Contracts - Feedback from the Waitakere Ranges Local Board

19 Portfolio update: Member Sandra Coney

Resolution number WTK/2016/127

MOVED by Chairperson S Coney, seconded by Member S Toms:

That the Waitākere Ranges Local Board:

- a) receive the Portfolio Update from Member Sandra Coney.

CARRIED

20 Portfolio update: Member Denise Yates

Resolution number WTK/2016/128

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

That the Waitākere Ranges Local Board:

- a) receive the portfolio update from Deputy Chair Denise Yates.

CARRIED

21 Portfolio Update: Member Greg Presland

Resolution number WTK/2016/129

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

That the Waitākere Ranges Local Board:

- a) receive the Portfolio Update from Member Greg Presland.

CARRIED

22 Portfolio update: Member Neil Henderson

Resolution number WTK/2016/130

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

That the Waitākere Ranges Local Board:

- a) receive the portfolio update from Member Neil Henderson.

CARRIED

23 Portfolio update - Member Steve Tollestrup

Resolution number WTK/2016/131

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

That the Waitākere Ranges Local Board:

- a) receive the portfolio update from Member Steve Tollestrup.

CARRIED

24 Portfolio update - Member Saffron Toms

Secretarial note: Additional information was tabled. A copy has been placed on the official minutes and is available on the Auckland Council website as a minutes attachment.

Resolution number WTK/2016/132

That the Waitākere Ranges Local Board:

- a) receive the portfolio updates from Member Saffron Toms

CARRIED

Attachments

A Environment Portfolio Report

25 Confirmation of Workshop Records - 21 July - 15 September 2016

Resolution number WTK/2016/133

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

That the Waitākere Ranges Local Board:

- a) confirm that the attached records of the workshops held 11, 18 and 25 August, 01, 08 September 2016.

CARRIED

26 Waitakere Ranges Local Board Plan 2014 - 2017 Progress Report

Secretarial note: Additional information was provided. A copy has been placed on the official minutes and is available on the Auckland Council website as a minutes attachment.

Resolution number WTK/2016/134

MOVED by Chairperson S Coney, seconded by Member S Toms:

That the Waitākere Ranges Local Board:

- a) receive the Waitākere Ranges Local Board Plan 2014 - 2017 Progress Report (October 2014 – September 2016).
b) receive the additional information tabled and request this be incorporated into a revised final report.
c) thank the local board and wider council staff for their professionalism and

dedication over the last term.

CARRIED

Attachments

- A Additional information for Waitakere Ranges Local Board Plan 2014 - 2017 Progress Report

27 Consideration of Extraordinary Items

There was no consideration of extraordinary items.

7.44 pm

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

In accordance with Clause 3.19.2 of the Auckland Council Local Board Standing Orders, we hereby confirm the correctness of the minutes of the last meeting of the Waitakere Ranges Local Board, held on 22 September 2016 prior to the next Auckland Council election.

DATE:.....

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Sandra Coney, Chairperson

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Glenn Boyd, Relationship Manager
(delegate of the chief executive)