
Kaipātiki Local Board

OPEN MINUTES

Minutes of the meeting of the Kaipātiki Local Board held in the Kaipātiki Local Board Office, 90 Bentley Avenue, Glenfield on Wednesday, 21 June 2017 at 4.00pm.

PRESENT

Chairperson	Danielle Grant
Deputy Chairperson	John Gillon
Members	Paula Gillon Ann Hartley, JP Kay McIntyre, QSM Anne-Elise Smithson Adrian Tyler Lindsay Waugh

1 Welcome

2 Apologies

There were no apologies.

3 Declaration of Interest

There were no declarations of interest.

4 Confirmation of Minutes

Resolution number KT/2017/64

MOVED by Member K McIntyre, seconded by Member A Hartley:

That the Kaipātiki Local Board:

- a) **confirm the minutes of its ordinary meeting, held on Wednesday, 17 May 2017 and the minutes of its extraordinary meeting, held on Wednesday, 7 June 2017, as true and correct records.**

CARRIED

5 Leave of Absence

There were no leaves of absence.

6 Acknowledgements

6.1 Jane Bruning

Resolution number KT/2017/65

MOVED by Member A Hartley, seconded by Member K McIntyre:

That the Kaipātiki Local Board:

- a) **congratulates Jane Bruning on her appointment as an honorary officer of the New Zealand Order of Merit for services to people with HIV in the Queens Birthday Honours 2017.**

CARRIED

6.2 Simon O'Neill

Resolution number KT/2017/66

MOVED by Member A Hartley, seconded by Member K McIntyre:

That the Kaipātiki Local Board:

- a) **congratulates Simon O'Neill on his appointment as an honorary officer of the New Zealand Order of Merit for services to opera in the Queens Birthday Honours 2017.**

CARRIED

6.3 Tim Bray

Resolution number KT/2017/67

MOVED by Member A Hartley, seconded by Member K McIntyre:

That the Kaipātiki Local Board:

- a) **congratulates Tim Bray for being awarded The Queen's Service Medal at for services to children and theatre in the Queens Birthday Honours 2017.**

CARRIED

6.4 Shane Hale

Resolution number KT/2017/68

MOVED by Member A Hartley, seconded by Member K McIntyre:

That the Kaipātiki Local Board:

- a) **congratulates Shane Hales on his appointment as a member of the New Zealand Order of Merit for services to entertainment in the Queens Birthday Honours 2017.**

CARRIED

6.5 Ross Aitken

Resolution number KT/2017/69

MOVED by Member A Hartley, seconded by Member K McIntyre:

That the Kaipātiki Local Board:

- a) **congratulates Ross Aitken on his appointment as a member of the New Zealand Order of Merit for services to conservation in the Queens Birthday Honours 2017.**

CARRIED

6.6 Anne Farrington

Resolution number KT/2017/70

MOVED by Member A Hartley, seconded by Member K McIntyre:

That the Kaipātiki Local Board:

- a) **congratulates Anne Farrington on her appointment as a member of the New Zealand Order of Merit for services to women in the Queens Birthday Honours 2017.**

CARRIED

7 Petitions

There were no petitions.

8 Deputations

There were no deputations.

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.

12 Kaipātiki Local Board Arts, Community and Events work programme 2017/2018

Resolution number KT/2017/71

MOVED by Chairperson D Grant, seconded by Deputy Chairperson J Gillon:

That the Kaipātiki Local Board:

- a) **defer consideration of the 2017/2018 Arts, Community and Events work programme as it was not available at the time of this meeting.**

CARRIED

13 Kaipātiki Local Board Local Economic Development work programme 2017/2018

Resolution number KT/2017/72

MOVED by Chairperson D Grant, seconded by Deputy Chairperson J Gillon:

That the Kaipātiki Local Board:

- a) defer consideration of the local economic development work programme for the 2017/2018 financial year.
- b) request staff investigate and present back alternate options for the funding currently proposed for the 'supporting town centres' activity, with particular attention given to the following matters:
 - i. potential follow up on activities emanating from the 'Starting Off Right' small business initiative funded by the local board in the 2016/2017 financial year;
 - ii. possible funding of Marketview services for the Birkenhead Business Association; and
 - iii. investigate potential local economic development initiatives for small businesses in Glenfield and Beach Haven town centres.
- c) support the continuation of the Young Enterprise Scheme for the 2017/2018 financial year, and request that staff bring this initiative back to the local board as part of the 2017/2018 local economic development work programme.

CARRIED

14 Kaipātiki Local Board Local Environment and Local Development work programme 2017/2018

Resolution number KT/2017/73

MOVED by Deputy Chairperson J Gillon, seconded by Member A Smithson:

That the Kaipātiki Local Board:

- a) approve the allocation of \$145,000 for local environment projects to be delivered by the Infrastructure and Environmental Services directorate in the 2017/2018 financial year, as detailed in the agenda report and summarised in the table below:

Project	Budget
Kaipātiki Project Environment Centre	\$45,000
Pest Free Kaipātiki Strategy implementation programme	\$100,000
Total	\$145,000

- b) note the allocation of \$1,585,000 asset based services capital budget for the Birkenhead Main Street upgrade project.
- c) request officers report back on options to include an industry pollution prevention programme with focus on Bay Park Place and Le Roys Bush, including residential surrounds, with an indicative budget of \$8,000;
- d) request that any change to the 2017/2018 local environment work programme be brought back to the Chairperson for consideration and approval, in consultation with the Deputy Chairperson, noting the possibility that changes deemed

‘significant’ by the Chairperson or Deputy Chairperson will require consideration and decision-making by the full board.

CARRIED

15 Kaipātiki Local Board Libraries Work Programme 2017/2018

Resolution number KT/2017/74

MOVED by Member P Gillon, seconded by Deputy Chairperson J Gillon:

That the Kaipātiki Local Board:

- a) **approve the 2017/2018 Libraries work programme as outlined in Attachment A to the agenda report.**
- b) **request that any change to the 2017/2018 Libraries work programme be brought back to the Chairperson for consideration and approval, in consultation with the Deputy Chairperson, noting the possibility that changes deemed ‘significant’ by the Chairperson or Deputy Chairperson will require consideration and decision-making by the full board.**

CARRIED

16 Kaipātiki Local Board Parks, Sport and Recreation work programme 2017/2018

Mark Maxlow, Portfolio Manager, Parks, Sports and Recreation, and Mat Walsh, Sport and Recreation Lead, Parks, Sports and Recreation, were in attendance to address the board regarding the Kaipātiki Local Board Parks, Sport and Recreation work programme 2017/2018 report.

Resolution number KT/2017/75

MOVED by Deputy Chairperson J Gillon, seconded by Member A Tyler:

That the Kaipātiki Local Board:

- a) **approve the Kaipātiki Local Board Parks, Sport and Recreation work programme for the 2017/2018 financial year as outlined in Attachment A to the agenda report, subject to the following amendment:**
 - i. **removal of the ‘priority areas for inclusion’ as indicated as part of the project 842 (Kaipātiki Reserves: Nature Space/ Trails Feasibility Assessment) in order to ensure as much flexibility as to where such assets could be provided in the future.**
- b) **request that any change to the 2017/2018 Parks, Sport and Recreation work programme be brought back to the Chairperson for consideration and approval, in consultation with the Deputy Chairperson, noting the possibility that changes deemed ‘significant’ by the Chairperson or Deputy Chairperson will require consideration and decision-making by the full board.**

CARRIED

17 Relationship Agreements with Mana Whenua

Dean Martin, Principal Advisor, Te Waka Angamua, was in attendance to address the board regarding Relationship Agreements with Mana Whenua report.

An updated relationship agreement template document 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 KT/2017/76

MOVED by Chairperson D Grant, seconded by Member K McIntyre:

That the Kaipātiki Local Board:

- a) **approve the relationship agreement template as tabled as the basis for discussions with mana whenua**
- b) **request that the completed agreements are reported back to the board for final approval prior to their execution.**

CARRIED

Attachments

A Updated relationship agreement template

18 Grant to assist with equitable access to sport and recreation facilities

Mat Walsh, Sport and Recreation Lead, Parks, Sports and Recreation, was in attendance to address the board regarding the Grant to assist with equitable access to sport and recreation facilities report.

Resolution number KT/2017/77

MOVED by Member A Hartley, seconded by Member K McIntyre:

That the Kaipātiki Local Board:

- a) **grant \$50,000 from the Equity Access Grant line of its 2016/2017 locally driven initiatives operational budget to Netball North Harbour to assist with equitable access to sport and recreation facilities from 1 July 2017 to 30 June 2018.**

CARRIED

19 Auckland Transport Monthly Update - June 2017

Marilyn Nicholls, Elected Member Relationship Manager, Auckland Transport was in attendance to address the board regarding the Auckland Transport Monthly Update - June 2017 report.

Resolution number KT/2017/78

MOVED by Deputy Chairperson J Gillon, seconded by Chairperson D Grant:

That the Kaipātiki Local Board:

- a) **note the Auckland Transport Monthly Update Kaipātiki Local Board June 2017.**
- b) **allocate \$34,500 from the Local Board Transport Capital Fund towards the purchase and installation of two 'new style' bus shelters (Minor 1500) to replace the existing shelters at the bus stop outside 323 Rangatira Road, Beach Haven,**

- noting the existing shelters will be reused elsewhere in Kaipātiki where no shelter exists.
- c) allocate \$12,500 from the Local Board Transport Capital Fund towards the purchase and installation of five cycle repair stations at the following locations, noting that the board requests further conversation with relevant officers as to the exact location and design of each station once known:
- i. Onepoto Domain, in the vicinity of the learn to ride track;
 - ii. pump track at Birkenhead War Memorial Reserve;
 - iii. Shepherd's Park, in the vicinity of the playground and community house;
 - iv. outside Birkenhead Library; and
 - v. Marlborough Park.
- d) request Auckland Transport include installation of cycle repair stations during construction of the Northcote Safe Cycle route.

CARRIED

20 Renewal of the community lease to the Northcote Birkenhead Rugby Union and Sports Club Incorporated, Birkenhead War Memorial Park, Recreation Drive, Birkenhead

Elena Malkova, Community Lease Advisor, Community Facilities, was in attendance to address the board regarding the Renewal of the community lease to the Northcote Birkenhead Rugby Union and Sports Club Incorporated, Birkenhead War Memorial Park, Recreation Drive, Birkenhead report.

Member Ann Hartley declared an interest in the item and took no part in the voting on the item.

Resolution number KT/2017/79

MOVED by Chairperson D Grant, seconded by Member K McIntyre:

That the Kaipātiki Local Board:

- a) approve the renewal of the community lease to the Northcote Birkenhead Rugby Union and Sports Club Incorporated for Part Allotment 152 held in fee simple by the Auckland Council as a classified recreation reserve under the Reserves Act 1977 (as outlined in Attachment A to the agenda report) subject to the following terms and conditions:
- i. term – 33 years commencing 1 December 2015 with the final expiry on 30 November 2048;
 - ii. rent - \$1.00 plus Goods and Services Tax per annum if requested; and
 - iii. all other terms and conditions in accordance with the Auckland Council Community Occupancy Guidelines July 2012 and Birkenhead War Memorial Park Management Plan as approved by the Birkenhead/Northcote Community Board in October 2003.

CARRIED

21 Renewal of community leases 2016/2017

Elena Malkova, Community Lease Advisor, Community Facilities, was in attendance to address the board regarding the Renewal of community leases 2016/2017 report.

Resolution number KT/2017/80

MOVED by Chairperson D Grant, seconded by Member A Smithson:

That the Kaipātiki Local Board:

- a) **grant a renewal of the community lease to the North Shore Woodturners Guild Incorporated for Section 1 SO 361236 being part of Agincourt Reserve together with the clubrooms on the site (refer to Attachment A of the agenda report) subject to the following terms and conditions:**
 - i. **term - 10 years commencing 1 April 2017;**
 - ii. **rent - \$1.00 plus Goods and Services Tax per annum if requested; and**
 - iii. **all other terms and conditions in accordance with the original lease and the Auckland Council Community Occupancy Guidelines 2012.**
- b) **grant a renewal of the community lease to the Takapuna Amateur Athletics and Harriers Club Incorporated for Part Lot 1 DP 78630 being part of Onewa Domain (refer to Attachment B of the agenda report) subject to the following terms and conditions:**
 - i. **term - 11 years commencing 1 October 2016;**
 - ii. **rent - \$1.00 plus Goods and Services Tax per annum if requested; and**
 - iii. **all other terms and conditions in accordance with the original lease and the Auckland Council Community Occupancy Guidelines 2012.**
- c) **grant a renewal of the community lease to the Takapuna District Cricket Club Incorporated for Part Allotment 375 of Takapuna Parish (refer to Attachment C of the agenda report) subject to the following terms and conditions:**
 - i. **term - 11 years commencing 1 April 2017;**
 - ii. **rent - \$1.00 plus Goods and Services Tax per annum if requested; and**
 - iii. **all other terms and conditions in accordance with the original lease and the Auckland Council Community Occupancy Guidelines 2012.**

CARRIED

22 New community lease to Birkenhead Tennis Club Incorporated at John G Kay Park, corner Verran Road and Waipa Street, Birkdale

Elena Malkova, Community Lease Advisor, Community Facilities, was in attendance to address the board regarding the New community lease to Birkenhead Tennis Club Incorporated at John G Kay Park, corner Verran Road and Waipa Street, Birkdale report.

Resolution number KT/2017/81

MOVED by Deputy Chairperson J Gillon, seconded by Member P Gillon:

That the Kaipātiki Local Board:

- a) **approve a new community lease to the Birkenhead Tennis Club Incorporated for Part Lot 150 DP 5105 held in fee simple by the Auckland Council under the Local Government Act 2002 with the following terms and conditions:**
 - i. **term – 5 years commencing 1 April 2016 with one 5 year right of renewal;**
 - ii. **rent - \$1.00 plus Goods and Services Tax per annum if requested;**
 - iii. **The Birkenhead Tennis Club Incorporated Community Outcomes Plan as approved be attached to the lease document (as outlined in Attachment B to the agenda report); and**
 - iv. **all other terms and conditions in accordance with the Auckland Council Community Occupancy Guidelines July 2012.**
- b) **request all new lease requests presented to the board for approval include the proposed lease document as an attachment to the agenda report.**
- c) **request that b) above be forwarded to all local boards for their information.**

CARRIED

23 Landlord consent to North Shore Playcentre Association Incorporated – Landscape and play area renewal project – 37A Totaravale Drive, Sunnynook

Elena Malkova, Community Lease Advisor, Community Facilities, was in attendance to address the board regarding the Landlord consent to North Shore Playcentre Association Incorporated – Landscape and play area renewal project – 37A Totaravale Drive, Sunnynook report.

Resolution number KT/2017/82

MOVED by Deputy Chairperson J Gillon, seconded by Member A Hartley:

That the Kaipātiki Local Board:

- a) **grant landlord consent to the North Shore Playcentre Association Incorporated to carry out stages one and two of the proposed landscape and play area renewal project at 37A Totaravale Drive, Sunnynook subject to the following conditions:**
 - i. **all work to be undertaken must occur within the leased area as designated on the site plan shown as indicated in Attachment B to the agenda report (Part Lot 109 DP 58805);**
 - ii. **the North Shore Playcentre must secure and adhere to the terms and conditions of any resource or building consents required to undertake the proposed development on the site;**
 - iii. **the North Shore Playcentre must ensure that the funding required to**

- complete the project is in place before works commence;
- iv. all work must be undertaken by qualified and professional trades-people with adequate public liability insurance;
 - v. the North Shore Playcentre must ensure that all machinery and equipment stored onsite meets health and safety requirements before works commence;
 - vi. the North Shore Playcentre must ensure that no heavy machinery travels across the Totaravale East reserve during Winter;
 - vii. a project implementation plan must be prepared by the North Shore Playcentre and approved by Auckland Council staff prior to any works being undertaken;
 - viii. all health and safety regulations are met and supervised sufficiently for the duration of the project;
 - ix. a site specific safety plan is obtained by the North Shore Playcentre and accepted by Auckland Council staff prior to any works being undertaken; and
 - x. all work is to be completed in a tidy, efficient, professional and timely manner.
- b) note that the North Shore Playcentre Association Incorporated will require separate landowner approval for both the future discharge and access across the reserve as part of the stage two development.
- c) note that landlord consent for stage three of the proposed landscape and play area renewal project will be sought at a later date.

CARRIED

24 Project 17: Auckland Council maintenance contracts

Eric Perry, Relationship Manager, Local Board Services was in attendance to address the board regarding the Project 17: Auckland Council maintenance contracts report.

Resolution number KT/2017/83

MOVED by Chairperson D Grant, seconded by Member L Waugh:

That the Kaipātiki Local Board:

- a) agree the following community and workforce (SMART procurement) priorities for the local board area as follows:
 - i. percentage of workforce under the age of 25;
 - ii. local employment: percentage of staff living within contract area and local board area;
 - iii. number of subcontractors and suppliers sourced by contract area and local board area; and
 - iv. percentage of staff employed by group in traineeships, apprenticeships, cadetships or graduates.
- b) note that community and workforce (SMART procurement) targets may be developed over the next six to 12 months to establish a baseline, and the board reserves the right to revisit community and workforce (SMART procurement) priorities on an annual basis.
- c) request the successful contractors meet with the Kaipātiki Community Facilities

- Trust to discuss opportunities to support the SMART procurement priorities listed in a) above.
- d) request inclusion of the following assets in the current asset list as they may not be presently included:
- i. Kaimataara O Wai Manawa, Opaketai Beach Haven Gardens, 15 Chartwell Ave (Kaipātiki Community Facilities Trust), Lindisfarne Hall, Glenfield Community Centre, Larking’s Landing Reserve (Hilders Park, Beach Haven), and Te Onewa Pa.
- e) request that the specific assets listed below are included on the asset list so that the board can understand what classification is being applied within the locations outlined in the list:
- i. pump track at Birkenhead War Memorial Reserve;
 - ii. skate parks at Birkenhead War Memorial Reserve and Marlborough Park;
 - iii. learn to ride bike track at Onepoto Domain, Normanton Reserve and Lynn Reserve;
 - iv. annual flower gardens at various locations, but specifically the flowerbed at the roundabout at Verrans Corner; and
 - v. the boat located at Larking’s Landing (‘Frank’s Boat’).
- f) request the following assets receive enhanced maintenance service levels, noting that if there are any financial implications required for these enhancements they will be brought back to the board for consideration:
- i. Fernglen Native Plant Gardens – due to the ecological significance of the plants in the gardens, particularly around the lower garden tracks and fern garden areas;
 - ii. Kaimataara o Wai Manawa – due to the significance of the location in Birkenhead, as the premier civic and open space in the town centre;
 - iii. Opaketai Beach Haven Garden – in recognition of the memorandum of understanding between the local board and the Beach Haven Birkdale Residents Association; and
 - iv. Birkenhead, Glenfield and Northcote town centres – due to the significance of these town centres within the local board area, with a particular note for street planting and annual flower gardens.
 - v. Nell Fisher Reserve – due to its location within the Birkenhead town centre, and that it contains the Women’s Suffrage memorial, the cenotaph, play equipment and public artwork.
- g) note that Auckland Council will continue to encourage, support and work with volunteer and community groups across the region in alignment to the new maintenance contracts.

CARRIED

Secretarial Note: Item No 25 - Appointments to Outside Organisations was considered prior to Item No 27 - Governing Body and Independent Maori Statutory Board Members' Update.

26 Local Board Services Monthly Report - June 2017

Paul Edwards, Senior Local Board Advisor, Local Board Services was in attendance to address the board regarding the Local Board Services Monthly Report - June 2017 report.

Resolution number KT/2017/84

MOVED by Member P Gillon, seconded by Member A Smithson:

That the Kaipātiki Local Board:

- a) **approve the allocation of \$15,000 from the Kaipātiki Local Board Small Park Top Ups/response fund project line of its locally driven initiatives capital budget towards the provision of a conduit pipe from Archers Road to Marlborough Park Hall to enable the installation of a fibre phone and broadband connection.**
- b) **approve the following change of purpose to the grant of \$1,587 to the North Shore Chinese Community Network Trust; resolution number KT/2017/48:**

Applicant and application ID	Funding for	Amount granted	Comments (including reason for decline)
North Shore Chinese Community Network Trust LG1708-212	Towards venue hire for meetings and functions, event coordinator fee, hiring a sound system, and purchasing stationary and name badges from 1 April 2017 to 31 March 2018.	\$1,587	Purpose of grant extended to include hiring a sound system, and purchasing stationary and name badges

- c) **note the Kaipātiki Local Board governance forward work calendar – June 2017.**

CARRIED

25 Appointments to Outside Organisations

Andy Roche, Local Board Advisor, Local Board Services was in attendance to address the board regarding the Appointments to Outside Organisations report.

MOVED by Chairperson D Grant, seconded by Deputy Chairperson J Gillon:

That the Kaipātiki Local Board:

- a) appoint Member Paula Gillon as the liaison representative to Raeburn House.
- b) defer consider of a possible appointment to the Kaipātiki Youth Development Trust until after the two boards have had an opportunity to meet.
- c) defer consideration of a possible appointment to the Kaipātiki Project until the July business meeting.
- d) undertake a sector-based hui approach for those community organisations not receiving an annual funding agreement.
- e) decline to appoint a liaison to those community organisations as requested at the November 2016 board meeting as listed below, as it is not clear why most of these historical appointments were instigated, and relationships with these groups can be maintained through use of the Community Forum and other mechanisms:
 - i. Beach Haven Birkdale Residents' Association;

- ii. Kauri Point / Centennial Park Committee;
 - iii. North Shore Centre for Maritime Education Trust;
 - iv. Onepoto Awhina; and
 - v. Friends of Shepherd's Park.
- f) appoint Member Anne-Elise Smithson as the liaison representative to Northcote Town Centre Incorporated.

MOVED by Member A Hartley, seconded by Member K McIntyre:

Moved an amendment to the original motion as follows:

That the Kaipātiki Local Board:

- a) replace f) with "appoint Member Lindsay Waugh as the liaison representative to Northcote Town Centre Incorporated."

A division was called for, voting on which was as follows:

<u>For</u>	<u>Against</u>	<u>Abstained</u>
Member A Hartley	Deputy Chairperson J Gillon	
Member K McIntyre	Gillon	
Member L Waugh	Member P Gillon	
	Chairperson D Grant	
	Member A Smithson	
	Member A Tyler	

The motion was declared LOST by 3 votes to 5.

LOST

The Chairperson put the substantive motion.

Resolution number KT/2017/85

MOVED by Chairperson D Grant, seconded by Deputy Chairperson J Gillon:

That the Kaipātiki Local Board:

- a) **appoint Member Paula Gillon as the liaison representative to Raeburn House.**
- b) **defer consider of a possible appointment to the Kaipātiki Youth Development Trust until after the two boards have had an opportunity to meet.**
- c) **defer consideration of a possible appointment to the Kaipātiki Project until the July business meeting.**
- d) **undertake a sector-based hui approach for those community organisations not receiving an annual funding agreement.**
- e) **decline to appoint a liaison to those community organisations as requested at the November 2016 board meeting as listed below, as it is not clear why most of these historical appointments were instigated, and relationships with these groups can be maintained through use of the Community Forum and other mechanisms:**
 - i. **Beach Haven Birkdale Residents' Association;**
 - ii. **Kauri Point / Centennial Park Committee;**
 - iii. **North Shore Centre for Maritime Education Trust;**
 - iv. **Onepoto Awhina; and**
 - v. **Friends of Shepherd's Park.**
- f) **appoint Member Anne-Elise Smithson as the liaison representative to Northcote**

Town Centre Incorporated.

CARRIED

27 Governing Body and Independent Māori Statutory Board Members' Update

There were no Governing Body or Independent Māori Statutory Board members' updates.

28 Members' Reports

Resolution number KT/2017/86

MOVED by Member A Smithson, seconded by Member P Gillon:

That the Kaipātiki Local Board:

- a) **note the report from Member Anne-Elise Smithson.**

CARRIED

29 Workshop Records - Kaipātiki Local Board Workshops - Wednesday 10 May 2017 and Wednesday 24 May 2017

Resolution number KT/2017/87

MOVED by Member K McIntyre, seconded by Member A Tyler:

That the Kaipātiki Local Board:

- a) **note the records for the Kaipātiki Local Board workshops held on Wednesday 10 May 2017 and Wednesday 24 May 2017.**

CARRIED

30 Consideration of Extraordinary Items

There was no consideration of extraordinary items.

6.55 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 KAIPĀTIKI LOCAL BOARD
HELD ON

DATE:.....

CHAIRPERSON:.....