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## Upper Harbour Local Board

### OPEN MINUTES

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Minutes of a meeting of the Upper Harbour Local Board held in the Upper Harbour Local Board Office, 30 Kell Drive, Albany on Thursday, 17 August 2017 at 9.33am.

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#### PRESENT

<b>Chairperson</b>	Lisa Whyte	
<b>Deputy Chairperson</b>	Margaret Miles, JP	
<b>Members</b>	Uzra Casuri Balouch, JP	
	Nicholas Mayne	
	Brian Neeson, JP	[until 12.30pm, item 26]

#### ABSENT

<b>Member</b>	John McLean
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1 **Welcome**

2 **Apologies**

Resolution number UH/2017/

MOVED by Chairperson L Whyte, seconded by Deputy Chairperson M Miles:

**That the Upper Harbour Local Board:**

- a) **accept the apology from Member J McLean for absence.**

**CARRIED**

3 **Declaration of Interest**

There were no declarations of interest.

4 **Confirmation of Minutes**

Resolution number UH/2017/115

MOVED by Chairperson L Whyte, seconded by Member N Mayne:

**That the Upper Harbour Local Board:**

- a) **confirm the ordinary minutes of its meeting, held on Thursday, 20 July 2017, as a true and correct record.**

**CARRIED**

5 **Leave of Absence**

There were no leaves of absence.

6 **Acknowledgements**

There were no acknowledgements.

7 **Petitions**

There were no petitions.

8 **Deputations**

**8.1 Greenhithe Community Trust**

A presentation was tabled at the meeting, a copy of which has been placed on the official minutes and is available to view on the Auckland Council website as a minutes attachment.

Resolution number UH/2017/116

MOVED by Member N Mayne, seconded by Member B Neeson:

**That the Upper Harbour Local Board:**

- a) **receive the deputation from Amanda Mitchell, Chair of the Greenhithe Community Trust, and thank her for her attendance and presentation.**

**CARRIED**

**Attachments**

- A Greenhithe Community Trust presentation

**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 Minutes of the Upper Harbour Local Board meeting held, Thursday 20 July 2017**

The Upper Harbour Local Board note that the open unconfirmed minutes and minute attachments of the Upper Harbour Local Board meeting held on Thursday, 20 July 2017, are attached at item 12 of the agenda for the information of the board only, and will be confirmed under item 4 of the agenda.

**13 Auckland Transport monthly report - August 2017**

The Elected Member Relationship Manager, Auckland Transport, was in attendance to support the item.

Resolution number UH/2017/117

MOVED by Member N Mayne, seconded by Member U Balouch:

**That the Upper Harbour Local Board:**

- a) receive the Auckland Transport update for August 2017.
- b) request Auckland Transport provide rough orders of cost for the following projects:
  - i. walking and cycling footpath, from 8 to 12 Chester Avenue to 32 Chester Avenue.
  - ii. walking and cycling path request, from 32 Chester Avenue through to the road becoming Wickham Lane, to the intersection with Kyle Road, Greenhithe / Schnapper Rock.
  - iii. walking and cycling path, from 170 Albany Highway to 8 to 12 Chester Avenue, Greenhithe.
  - iv. pedestrian crossing outside Pinehill School.
  - v. re-alignment of Rame Road, Greenhithe.

**CARRIED**

**14 Draft Annual Report 2016/2017 – Upper Harbour Local Board**

The Lead Financial Advisor was in attendance to support the item.

Resolution number UH/2017/118

MOVED by Member B Neeson, seconded by Member N Mayne:

**That the Upper Harbour Local Board:**

- a) note the monitoring and reporting requirements set out in the Local Government (Auckland Council) Act 2009 and the draft local board information

- proposed for the Auckland Council Annual Report 2016/2017.
- b) receive the draft local board report to be included in the Auckland Council Annual Report 2016/2017.
  - c) approve the message from the chairperson, which provides the local board's comments on local board matters in the Annual Report 2016/2017, with the following amendment:  

**The 3<sup>rd</sup> sentence of the last paragraph to read: - 'We welcome your participation in our meetings; we have a public forum at our business meeting each month, and host a community forum on the 3<sup>rd</sup> Thursday evening each month from 6.30, specifically to allow time for community interest groups to speak with us.'**
  - d) give authority to the chairperson and deputy chairperson to make typographical changes before submitting for final publication.

**CARRIED**

**15 Feedback on the proposed direction of the Regional Pest Management Plan**

The Relationship Advisor and Biosecurity Principal Advisor, Infrastructure and Environmental Services, were in attendance to support the item.

Feedback, as per Attachment C of the agenda report, was discussed and amended, a copy of which has been placed on the official minutes and is available to view on the Auckland Council website as a minutes attachment.

Resolution number UH/2017/119

MOVED by Chairperson L Whyte, seconded by Member N Mayne:

**That the Upper Harbour Local Board:**

- a) provide feedback on the proposed direction of specific regional and local programmes being considered as part of the Auckland Regional Pest Management Plan review (as per Attachment C of the agenda report).

**CARRIED**

**Attachments**

- A Regional Pest Management Plan feedback

*Member B Neeson left the meeting at 10.36 am*

*Member B Neeson returned to the meeting at 10.38 am.*

**16 Submissions and feedback on the draft Upper Harbour Local Board Plan 2017**

The Local Board Advisor was in attendance to support the item.

Resolution number UH/2017/120

MOVED by Chairperson L Whyte, seconded by Deputy Chairperson M Miles:

**That the Upper Harbour Local Board:**

- a) receive submissions and feedback on the draft Upper Harbour Local Board Plan 2017.
- b) note that submission number 6043 in relation to the use of chemical sprays and herbicides in streets and parks (refer to Attachment C, p.113 of the business meeting agenda) has been withdrawn at the request of the submitter, and therefore should not be considered as part of deliberations on the final local board plan.

**CARRIED**

**17 Governance Framework Review recommendations**

The Senior Local Board Advisor was in attendance to support the item.

Resolution number UH/2017/121

MOVED by Deputy Chairperson M Miles, seconded by Member U Balouch:

**That the Upper Harbour Local Board:**

- a) provide feedback on the following draft positions and recommendations of the political working party:**

**Regional policy and decision-making**

- i. support the political working party position that council should implement new mechanisms that ensure effective local board input to regional policy decisions, via a framework that sets out, at a minimum:**
  - 1. a process for involving local boards in the development of regional work programmes at the beginning of each term and in an annual refresh;**
  - 2. earlier and more joint engagement between local boards and governing body in regional decision-making processes;**
  - 3. requirements for analysis of local impacts and local interest of regional decisions and options, and reporting of this to local boards and governing body;**
  - 4. specified criteria for categorising the potential local impact and local board interest of regional decisions;**
  - 5. processes and methods for tailoring local board engagement in line with the local impact and local interest of regional decisions e.g. high categorisation requiring more specific local engagement and analysis, low categorisation requiring more cluster joint local board workshop sessions and less in depth analysis; and**
  - 6. specified methods for engagement and communication with local boards at all stages of the decision-making process.**
- ii. support the political working party position that local boards will be consulted on the details of these mechanisms prior to implementation.**
- iii. note that the Quality Advice programme is continuing to be implemented in order to improve the quality of advice to elected members for decision-making, in line with the recommendations of the Governance Framework Review.**
- iv. support the political working party position to not implement any formal policies or procedures that control when and how local boards may procure external or contestable advice, but note that, in principle, the Auckland Council organisation should be the first provider of advice to local boards.**
- v. support the political working party position to not implement any policy or procedure that would limit local boards' ability to advocate to governing body on regional issues.**

**Local decisions that may have regional impacts (development of a 'call-in' right)**

- vi. note that an explicit call-in right is not possible under the Local**

**Government (Auckland Council) Act .**

- vii. **support the political working party position to not implement any mechanism that would have the effect of ‘calling in’ or allocating decision-making to governing body for otherwise local activities or decisions that have regional implications.**
- viii. **support the political working party position to direct officers that, whenever a local board is to make a decision that has potential impacts beyond the immediate local board area e.g. a sub-regional impact or an impact on regional networks, advice on those potential impacts is to be provided to the local board as a matter of course (for example through a regional impact statement).**

**Allocations and delegations**

- ix. **support the political working party position that governing body delegates, subject to the necessary statutory tests being met, the following Reserves Act 1977 decision-making functions for local reserves to local boards:**
  - 1. **declaration;**
  - 2. **classification;**
  - 3. **reclassification; and**
  - 4. **application for revocation of reserve status (limited to when there is a desire by a local board to manage open space under the Local Government Act).**
- x. **note that officers’ advice on decision-making for exchanges of reserve land was that it should remain with governing body, with the relevant local board consulted on these decisions.**
- xi. **note that the working party did not reach consensus on this issue, and will consider the feedback of local boards before making a recommendation.**
- xii. **support the political working party position that the Minister of Conservation’s supervisory powers remain delegated to staff, but where there is likely to be significant public interest, an independent commissioner should be engaged.**

**The role of Auckland Transport and local boards**

- xiii. **note the critical interface between the local place-shaping role of local boards and Auckland Transport’s jurisdiction over the road corridor and transport networks.**
- xiv. **note that the Governance Manual for Substantive Council Controlled Organisations (CCOs) requires Auckland Transport, amongst other things, to:**
  - 1. **develop, with local boards, a shared understanding of local board views and CCO priorities to inform the following year’s business planning, including through an annual interactive workshop ‘where local boards communicate their local board priorities and the CCOs communicate how their current year work programme will contribute to local board priorities’;**
  - 2. **develop, by 31 July each year, an annual local board engagement plan, which includes a schedule ‘clearly indicat[ing] for each board, the projects and/or activities that it expects to report on, and the projects and activities that it expects to consult on, for the following year. This should be updated annually or more frequently if**

- required'; and
3. report against their local board engagement plan in their quarterly performance reports to the CCO Governance and Monitoring Committee.
- xv. support the political working party position to direct Auckland Transport to meet all requirements for local board engagement as set out in the Governance Manual for Substantive Council Controlled Organisations.
  - xvi. support the political working party position to direct Auckland Council officers to monitor Auckland Transport's compliance with the requirements for local board engagement, as set out in the Governance Manual for Substantive Council Controlled Organisations, and to report this monitoring to governing body at least annually.
  - xvii. note that the Mayor's 2017 letter of expectation to Auckland Transport stipulated that council expects there to be:
    1. better and earlier engagement and communication between Auckland Transport and local boards; and
    2. active consideration by Auckland Transport, of which of its decision-making powers it could delegate to local boards (within the constraints created by the regulatory environment, safety considerations, the needs of regional networks and the role played by the New Zealand Transport Agency in decision-making).
  - xviii. note that the following activity statement has been included in Auckland Transport's 2017-2020 Statement of Intent:
    1. 'Participation in the governance review which is aimed at changing behaviours and processes across relevant council family activities, including Auckland Transport, to enable local boards to give effect to their governance role, particularly around local place-shaping.'
  - xix. note that the Governance Framework Review has investigated the potential delegation of a range of Auckland Transport powers and the working party recommends that additional work be undertaken to identify delegation opportunities.
  - xx. support the political working party position to direct Auckland Transport, in working with local boards, to:
    1. ensure that local boards have a strong governance role in determining the 'look and feel' of town centres and streetscapes, in line with their allocation of non-regulatory decision-making;
    2. improve co-ordination between local place-shaping projects, such as town centre upgrades, and its renewals programmes;
    3. provide more opportunities for local board direction on the prioritisation of minor traffic safety projects, with the exception of those which Auckland Transport considers are of critical safety importance;
    4. be more responsive to local place-shaping initiatives in non-transport parts of the road corridor, including reducing or removing barriers to community place-making initiatives e.g. looking at ways to reduce the costs of developing traffic management plans for community events; and
    5. take direction from local boards on how and where to implement community-focused programmes.

- xxi. support the political working party position to direct Auckland Transport to report to governing body annually on how it is meeting the directions given under recommendation xx.
- xxii. note that the Quality Advice programme has been working with Auckland Transport to improve the quality of advice to local boards and will shortly begin regular six-monthly surveys of local board members' satisfaction with Auckland Transport advice, engagement and reporting to local boards.
- xxiii. note that the Local Board Transport Capital Fund is valued by local boards but that the level of funding means that some boards are not able to progress meaningful projects, and that improved local transport outcomes may be achieved if the size of the fund was significantly increased.
- xxiv. support the political working party position to direct officers to report to the relevant governing body committee, through the Long-term Plan process, on options for significantly increasing the Local Board Transport Capital Fund and the method of allocation of the fund.
- xxv. support the political working party position to direct Auckland Transport to implement a more systematic work programme approach to assist local boards to identify potential projects and make decisions.
- xxvi. support the political working party position to direct Auckland Transport to actively engage with governing body members (ward councillors) on transport projects and issues within their ward areas.

#### Waiheke Local Board pilot

- xxvii. support the political working party position that governing body should endorse the Waiheke Local Board pilot project as set out in the Waiheke Local Board pilot project plan.
- xxviii. note that the Waiheke Local Board will maintain oversight of local implementation of the pilot.

#### Local boards funding and finance

- xxix. support the political working party position that the enhanced status quo model be progressed now, giving as much additional decision-making to local boards as possible within that framework.
- xxx. support the political working party position that the additional work to support the enhanced status quo model be undertaken – framework for service levels and local flexibility, options for addressing historical uneven funding, improving the information and advice that is provided to local boards.
- xxxi. support the political working party position that further work on the implications of the local decision-making model also be undertaken for further consideration as part of the next review of the governance model, including the modelling of rates implication following the revaluation, costs to the organisation of supporting more local decision-making.

#### The optimum number of local boards

- xxxii. support the political working party position that council should undertake no further work until the outcomes of reorganisation proposals that are underway for North Rodney and Waiheke Island are known, or until after the next governance review. This should be undertaken in conjunction with any review of governing body membership.

**Methods of electing governing body members**

- xxxiii. support the political working party position that a change to the current system of electing governing body members from existing wards is not warranted, purely to address alignment between governing body members and local boards.
- xxxiv. note that the statutory review of representation arrangements for Auckland Council must be completed by September 2018.
  - xxxv. note that the Local Government Act Amendment Bill no.2, which proposes a simplified process for local government-led reorganisation processes, is currently before Parliament.
- xxxvi. support the political working party position that council should continue to advocate to central government for legislative amendments that would allow changes to the number of governing body members in line with population changes, and simplification of the process for changes to numbers and boundaries of local boards. Consideration of the impact on local boards of any change in governing body membership must be addressed concurrently.
- b) support the delegation of decision-making regarding the exchange of reserve land to local boards, when the exchange occurs between two parcels of land within the local board area.
- c) support use of the term 'local councillor' as the preferred naming convention for local board members, as our community does not currently understand the roles and responsibilities of the different arms of governance, and believes that it is the responsibility of the governing body to develop a naming convention that makes sense and provides clarity of their role to the community.
- d) support the continuation of the political working party (PWP), comprised of governing body members and local board members, as identified under Option 2 in the agenda report, with the following additional comments:
  - i. the local board agrees that the PWP would provide a valuable vehicle for considering matters that impact on both arms of governance, and as a mechanism to make recommendations to the governing body on these matters;
  - ii. the role and function of the PWP should be expanded to ensure ongoing and continual oversight of the implementation of any recommendations that emanate from this review, with particular focus given to the development and monitoring of a project plan, including clear deliverables and timelines aligned to those matters that have been identified within this review to require further work by council staff; and
  - iii. request that an opportunity be provided for an improved, broadened and more inclusive process of selecting political working party members in the event that the PWP is retained.

**CARRIED**

**18 Upper Harbour Local Board feedback to the 'Tākaro - Investing in Play' Discussion Document**

The Senior Local Board Advisor was in attendance to support the item. An amendment was made to the feedback provided in Attachment A of the agenda report and tabled at the meeting. A copy of the amended feedback has been placed on the official minutes document and can be viewed on the Auckland Council website as a minutes attachment.

Resolution number UH/2017/122

MOVED by Chairperson L Whyte, seconded by Member N Mayne:

**That the Upper Harbour Local Board:**

- a) **submit Attachment A of the agenda report as their formal feedback to the 'Tākaro - Investing in Play' discussion document.**

**CARRIED**

**Attachments**

A Amended feedback to the 'Takaro - Investing in Play' discussion document

**Adjournment of Meeting**

Resolution number UH/2017/123

MOVED by Chairperson L Whyte, seconded by Member N Mayne:

**That the Upper Harbour Local Board:**

- a) **agree to adjourn the meeting at 11:38am.**

**CARRIED**

**Secretarial note:** The meeting adjourned at 11.38am and reconvened at 11:41am as quorum was not met

*Deputy Chairperson M Miles left the meeting at 11.38 am*

*Deputy Chairperson M Miles returned to the meeting at 11.47 am*

**19 Auckland Council's Quarterly Performance Report: Upper Harbour Local Board for quarter four, 1 April - 30 June 2017**

The Senior Local Board Advisor was in attendance to support this item.

Resolution number UH/2017/124

MOVED by Member B Neeson, seconded by Member U Balouch:

**That the Upper Harbour Local Board:**

- a) **receive the performance report for the financial quarter ending 30 June 2017.**

**CARRIED**

**20 Input to the review of Citizens Advice Bureaux services**

Resolution number UH/2017/125

MOVED by Chairperson L Whyte, seconded by Member N Mayne:

**That the Upper Harbour Local Board:**

- a) **provide the following input to the review of Citizens Advice Bureaux services:**
  - i. **there is merit in being able to speak to someone face-to-face in one particular location, particularly in relation to private or confidential matters, and especially when technology is not available or the use thereof is not a particular strength.**
  - ii. **there is no one-size-fits-all solution, the local board recognises that, when compared with Upper Harbour, the CAB may play a stronger role elsewhere in the region, which may require different levels of funding and support**
  - iii. **there is a degree of overlap with services provided within Auckland libraries and it may be prudent to investigate the expansion these**

services as an alternative.

- iv. it is unclear as to exactly what the services provided in the Upper Harbour area are and what the direct benefit to the community is.
- v. factors considered for funding the CAB should be dependent on actual reportable beneficial outcomes for the Upper Harbour community.
- vi. the local board wishes to receive more evidenced-based reporting from the CAB, covering off aspects such as which services are primarily requested, demographics of those utilising the services, etc.
- vii. six-monthly reporting from the CAB is adequate, but should be provided holistically in conjunction with neighbouring local boards.

**CARRIED**

**21 ATEED six-monthly report to the Upper Harbour Local Board**

Resolution number UH/2017/126

MOVED by Chairperson L Whyte, seconded by Member U Balouch:

**That the Upper Harbour Local Board:**

- a) receive the six-monthly report from Auckland Tourism, Events and Economic Development for the period 1 January to 30 June 2017.
- b) note that a written response to questions is awaited.

**CARRIED**

**22 Whenuapai herb garden**

The Senior Local Board Advisor was in attendance to support this item.

Resolution number UH/2017/127

MOVED by Member U Balouch, seconded by Member N Mayne:

**That the Upper Harbour Local Board:**

- a) approve the establishment of a herb garden in the Malcolm Hahn Reserve, at 41 Waimarie Road, in Whenuapai, by the Hobsonville Herb Group, within the designated area depicted in Attachment A of the agenda report.
- b) approve funding of \$600 to the Hobsonville Herb Group from the local board discretionary community grants fund to enable the establishment of the herb garden, and note that as this project provides improvement to a reserve, and in order to take advantage of the planting season, the board is considering this now, rather than through the contestable grants process.

**CARRIED**

**23 Approval of a new road name for the subdivision at 29 Oscar Road, Greenhithe**

Resolution number UH/2017/128

MOVED by Chairperson L Whyte, seconded by Member U Balouch:

**That the Upper Harbour Local Board:**

- a) approve 'Henry Blyth Lane' for the new private road constructed within the subdivision, being undertaken by Miller Cove Limited at 29 Oscar Road, Greenhithe, pursuant to section 319(1)(j) of the Local Government Act 1974.

**CARRIED**

**24 Governance forward work calendar**

Resolution number UH/2017/129

MOVED by Chairperson L Whyte, seconded by Deputy Chairperson M Miles:

**That the Upper Harbour Local Board:**

- a) receive the Upper Harbour Local Board governance forward work calendar for the period September 2017 to September 2018.

**CARRIED**

**25 Record of the Upper Harbour Local Board workshops held on Thursday 13 and 27 July, and Thursday 3 August 2017**

Resolution number UH/2017/130

MOVED by Member N Mayne, seconded by Chairperson L Whyte:

**That the Upper Harbour Local Board:**

- a) receive the record of the Upper Harbour Local Board workshops held on Thursday 13 and 27 July 2017, and Thursday 3 August 2017.

**CARRIED**

**26 Board Members' Reports**

Resolution number UH/2017/131

MOVED by Deputy Chairperson M Miles, seconded by Member U Balouch:

**That the Upper Harbour Local Board:**

- a) receive the verbal board members' reports.
- b) receive the attendance record of members as submitted by Chair L Whyte in response to requests from residents via social media for more transparency on attendance.

**CARRIED**

*Member B Neeson left the meeting at 12.30 pm*

*Deputy Chairperson M Miles left the meeting at 12.31 pm*

*Deputy Chairperson M Miles returned to the meeting at 12.33 pm*

**27 Consideration of Extraordinary Items**

There was no consideration of extraordinary items.

12.39 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 UPPER HARBOUR LOCAL  
BOARD HELD ON

**DATE:**.....

**CHAIRPERSON:**.....