Minutes of a meeting of the Devonport-Takapuna Local Board held in the Devonport-Takapuna Local Board Office, 1 The Strand, Takapuna, on Tuesday, 19 November 2019 at 2:00pm.

PRESENT

Chairperson          Aidan Bennett
Deputy              George Wood, CNZM
Chairperson          Trish Deans
Members             Ruth Jackson
                        Jan O’Connor, QSM
                        Toni van Tonder

ABSENT

ALSO PRESENT

IN ATTENDANCE
1 Welcome
Member Toni van Tonder opened the meeting with a Karakia.
Chairperson Aidan Bennett gave a brief welcome.

2 Apologies
There were no apologies.

3 Declaration of Interest
There were no declarations of interest.

4 Confirmation of Minutes
Resolution number DT/2019/59
MOVED by Chairperson A Bennett, seconded by Deputy Chairperson G Wood:
That the Devonport-Takapuna Local Board:
  a) confirm the ordinary minutes of its meeting, held on Tuesday, 17 September 2019 and the extraordinary minutes of its meeting, held on Tuesday, 29 October 2019, as true and correct.

   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
There were no deputations.
9 Public Forum

9.1 Public Forum - Anne Mortimer
Anne Mortimer, President of the Takapuna Croquet Club, was in attendance to address the board in support of this item.

A 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 DT/2019/60
MOVED by Chairperson A Bennett, seconded by Member J O'Connor:
That the Devonport-Takapuna Local Board:
a) receive the presentation form Anne Mortimer and thank her for her attendance.

CARRIED

Attachments
A 19 November 2019 - Item 9.1 Public Forum Anne Mortimer - Presentation

9.2 Public Forum - Phillip Moll
Phillip Moll was in attendance to address the board in support of this item.

A 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 DT/2019/61
MOVED by Chairperson A Bennett, seconded by Member T van Tonder:
That the Devonport-Takapuna Local Board:
a) receive the presentation form Phillip Moll and thank him for his attendance.

CARRIED

Attachments
A 19 November 2019 - Item 9.2 Public Forum Phillip Moll - Presentation

9.3 Public Forum - Lynn Lawton
Lynn Lawton, Manager of Depot Artspace and Jermaine Reihana were in attendance to address the board in support of this item.

Resolution number DT/2019/62
MOVED by Chairperson A Bennett, seconded by Deputy Chairperson G Wood:
That the Devonport-Takapuna Local Board:
a) receive the presentation from Lynn Lawton and Jermaine Reihana thank them for their attendance.

CARRIED
9.4 Public Forum – Bill Raynor

Bill Raynor of Grey Power Trust was in attendance to address the board in support of this item.

Resolution number DT/2019/63

MOVED by Chairperson A Bennett, seconded by Member R Jackson:

That the Devonport-Takapuna Local Board:

a) receive the presentation from Bill Raynor and thank him for his attendance.

CARRIED

10 Extraordinary Business

There was no extraordinary business.

11 Notices of Motion

Under Standing Order 2.5.1 a Notice of Motion has been received from Chairperson A Bennett for consideration under item 12.
12 Notice of Motion - Chairperson Aidan Bennett - Public Workshops

Resolution number DT/2019/64

MOVED by Chairperson A Bennett, seconded by Deputy Chairperson G Wood:

That the Devonport-Takapuna Local Board:

a) notes that the definition of a ‘meeting’ as outlined in Part 7 Section 45(2) of the Local Government Official Information and Meetings Act 1987 (LGOIMA) excludes any meeting of a local authority (or any committee or sub-committee of a local authority) at which no resolutions or decisions are made is not a meeting as defined by LGOIMA, and as such there is no requirement for the local authority to undertake the following activities as outlined in sections 45 to 54 of LGOIMA for such meetings:
   i) to publicly notify workshops;
   ii) to publicly provide agendas and reports for workshops at least two working days in advance;
   iii) to provide for public and / or media access to workshops;
   iv) to provide publicly available minutes of workshop after the fact; and
   v) note that the Local Government Official Information and Meetings Act 1987 (LGOIMA) does not prohibit public or media access to workshops.

b) notes that the Standing Orders of the Devonport-Takapuna Local Board (December 2017) explicitly defines ‘workshop’ as an informal forum held primarily for information or discussion purposes as the case may be, and at which no resolutions or decisions are to be made.

c) notes that Standing Order 12.1.2 as outlined with the Standing Orders of the Devonport-Takapuna Local Board (December 2017) explicitly states that:
   i) workshops are solely for information and discussion purposes;
   ii) workshops are not considered public ‘meetings’ as defined by Section 45(2) of the Local Government Official Information and Meetings Act 1987 (LGOIMA); and
   iii) part 7 of LGOIMA and the requirements contained therein as outlined in resolution a) above do not apply to local board workshops.

CARRIED

Resolution number DT/2019/65

MOVED by Chairperson A Bennett, seconded by Deputy Chairperson G Wood:

That the Devonport-Takapuna Local Board:

d) rescinds the resolution from its 21 February 2017 meeting where it resolved to ‘hold workshops and / or briefings with members of the public, media and stakeholders in attendance’ (resolution number DT/2017/15 resolution b)).

e) resolves to holds its workshops, briefings and / or other meetings at which no resolutions or decisions are to be made without members of the public, media and / or stakeholders in attendance, as is allowed for under the Local Government Official Information and Meetings Act 1987.
A division was called for, voting on which was as follows:

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<tr>
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<td>Member J O'Connor</td>
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The motion was declared **EQUAL**.
The chair exercised their casting vote for so the motion was **Carried**.

Resolution number DT/2019/66

MOVED by Chairperson A Bennett, seconded by Deputy Chairperson G Wood:

**That the Devonport-Takapuna Local Board:**

f) request local board services staff, in order to ensure openness and transparency of the content at local board workshops, undertake the following activities:

   i) all material and documentation, unless it is considered confidential under section 7(2) of LGOIMA, will be made available on the Devonport-Takapuna Local Board webpage within two working days following the workshop;

   ii) agenda material and workshop outputs will continue to be included on the subsequent local board business meeting agenda (e.g. workshop material from February will be included on the March business meeting agenda);

   iii) staff have amended and enhanced the content available on the *Record of Workshops* report, which will now include an overview of the item, summary of the discussion and agreed action points, along with the agenda materials as highlighted in the previous bullet point above;

   iv) a monthly drop-in session which will enable the public to be kept informed on matters relating to the workshop material. Staff propose that these sessions will:

      o be held on the fourth week of the month on Thursday mornings, and will run for two hours.

      o be booked in advanced by calling or emailing the local board office and confirming an appointment

      o have appointments which run for 15 minutes at a time.

      o allow multiple requests as one appointment when considered appropriate.

      o be led by Local Board Services staff

   v) this process will be outlined on the local board webpage and will also include the creation of a dedicated email address for booking an appointment.

   vi) note that these sessions will not be attended by the council staff who presented the workshop item to the local board.

   vii) ongoing engagement between Local Board Services team and interested members of the public and / or community groups;

   viii) all material and documentation will be sent to local media for their information, along with the invitation to meet with Local Board Services staff in person to discuss any of the matters raised in workshops;

   ix) local media will continue to have the opportunity to proactively work with council communications staff to discuss workshop items, and to
meet with Local Board Services staff to discuss other local matters; and
x) increase activity on existing communications channels such as Our Auckland, social media and local media to inform the public that workshop material is available to be viewed on the local board webpage

CARRIED

Note: The meeting adjourned at 4.30pm and reconvened at 4.38pm. All members of the meeting were present.

13 Local board appointments and delegations for the 2019-2022 electoral term

Resolution number DT/2019/67

MOVED by Chairperson A Bennett, seconded by Deputy Chairperson G Wood:
That the Devonport-Takapuna Local Board:

a) appoint Chairperson A Bennett and Deputy Chairperson G Wood as delegates for landowner consents (excluding landowner consents for filming) and authorise them to:
   i) be the first point of consultation for relevant council staff on all applications for landowner consent, excluding landowner consents for filming.
   ii) may distribute to all local board members any materials, documentation and correspondence in relation to landowner consent applications, which will enable all members to have an opportunity to provide individual views and preferences.
   iii) refer any application for landowner consent to the full local board for views and preferences under the following circumstances:
       A) if the landowner consent application is determined by the Chairperson and Deputy Chairperson, to be of significant public interest to merit consideration by the full local board for decision-making at a business meeting;
       B) if there is either disagreement between the Chairperson and Deputy Chairperson or amongst local board members, to the point where it is not possible to achieve a majority view of the local board; or
       C) at the discretion of the Chairperson and Deputy Chairperson.
   iv) receive staff notification on areas that may involve reputational, financial, performance or political risk.

b) appoint Chairperson A Bennett and Member R Jackson as delegates for landowner consents for filming and authorise them to:
   i) be the point of consultation with relevant council staff on all applications for landowner consent for filming.
   ii) may distribute to all local board members any materials, documentation and correspondence in relation to landowner consent applications for filming, which will enable all members to have an opportunity to provide individual views and preferences.
   iii) refer any application for landowner consent for filming to the full local board for views and preferences under the following circumstances:
A) if the landowner consent application is determined by the Chairperson A Bennett and Member R Jackson, to be of significant public interest to merit consideration by the full local board for decision-making at a business meeting;

B) if there is either disagreement between the Chairperson A Bennett and Member R Jackson or amongst local board members, to the point where it is not possible to achieve a majority view of the local board.

iv) receive staff notification on areas that may involve reputational, financial, performance or political risk.

c) appoint Member T van Tonder and Member J O'Connor as delegates for events and authorises them to:

i) be the point of consultation with relevant council staff on all event applications.

ii) may distribute to all local board members any materials, documentation and correspondence in relation to event applications, which will enable all members to have an opportunity to provide individual views and preferences.

iii) refer any application for an event to the full local board for a decision under the following circumstances:

A) if the event application is determined by the Member T van Tonder and Member J O'Connor, to be of significant public interest to merit consideration by the full local board for decision-making at a business meeting;

B) if there is either disagreement between Member T van Tonder and Member J O'Connor or amongst local board members, to the point where it is not possible to achieve a majority view of the local board.

iv) receive staff notification on areas that may involve reputational, financial, performance or political risk.

d) delegate to Deputy Chairperson G Wood and Member R Jackson, the authority to prepare and provide local board views and speak to those local board views at any hearings on applications for liquor licences and authorise them to:

i) be the point of consultation with relevant council staff on all liquor licence applications.

ii) may distribute to all local board members any materials, documentation and correspondence in relation to liquor licence applications, which will enable all members to have an opportunity to provide individual views and preferences.

iii) refer any liquor licence application to the full local board for a decision under the following circumstances:

A) if the liquor licence application is determined by the Deputy Chairperson G Wood and Member R Jackson, to be of significant public interest to merit consideration by the full local board for decision-making at a business meeting;

B) if there is either disagreement between Deputy Chairperson G Wood and Member R Jackson or amongst local board members, to the point where it is not possible to achieve a majority view of the local board; or

C) at the discretion of the Deputy Chairperson G Wood and Member R Jackson.
e) delegate to Member T van Tonder and Member T Deans, the authority to provide the local board views on whether a resource consent should proceed as a non-notified, limited notified or fully notified application. and authorise them to:

i) be the point of consultation with relevant council staff on all resource consent applications.

ii) may distribute to all local board members any materials, documentation and correspondence in relation to resource consent applications, which will enable all members to have an opportunity to provide individual views and preferences.

iii) refer any resource consent application to the full local board for a decision under the following circumstances:

A) if resource consent application is determined by the Member T van Tonder and Member T Deans, to be of significant public interest to merit consideration by the full local board for decision-making at a business meeting;

B) if there is either disagreement between the Member T van Tonder and Member T Deans or amongst local board members, to the point where it is not possible to achieve a majority view of the local board.

f) delegate to Member T van Tonder and Member T Deans, the authority to prepare and provide local board views and speak those local board views at any hearings on notified resource consents.

g) delegate to Member J O'Connor and Member R Jackson, the authority to approve applications for new and/or upgraded memorial park benches and plaques.

h) note that Local Board Services staff will work with delegated members for each activity area to ensure delegated views are reported back to the whole local board for their information.

CARRIED
14 Appointment of Devonport-Takapuna Local Board members to external community organisations

Resolution number DT/2019/68

MOVED by Chairperson A Bennett, seconded by Deputy Chairperson G Wood:

That the Devonport-Takapuna Local Board:

a) appoint local board members to the following organisations to act in a liaison role on behalf of the local board for the 2019-2022 triennium:

<table>
<thead>
<tr>
<th>External organisation</th>
<th>Lead</th>
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<tbody>
<tr>
<td>i. Devonport Peninsula Trust</td>
<td>Trish Deans</td>
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<tr>
<td>ii. Takapuna Community Facilities Trust</td>
<td>Toni van Tonder</td>
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<tr>
<td>iii. Michael King Writers Studio Trust</td>
<td>Trish Deans</td>
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<tr>
<td>iv. Takapuna Beach Business Association</td>
<td>George Wood</td>
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<tr>
<td>v. Devonport Business Association</td>
<td>Aidan Bennett</td>
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<td>vi. Milford Business Association</td>
<td>Jan O'Connor</td>
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b) note that in the event an appointed Local Board member cannot attend an engagement of their appointed organisation, another member must be approached in conjunction with the Chairperson, to attend on their behalf.

c) agree that, to avoid potential conflicts of interest, elected members appointed to any outside organisations do not exercise any voting rights conferred by the organisations.

d) agree that appointed Local Board members keep the entire local board informed of their role and matters relating to these organisations through the use of board Member reports.

CARRIED
15 **Adoption of a business meeting schedule**

MOVED by Chairperson A Bennett, seconded by Deputy Chairperson G Wood:

That the Devonport-Takapuna Local Board:

a) agree to one business meeting per month, to be held on the third Tuesday of each month at 2:00pm to be held at the Devonport-Takapuna Local Board Office, Ground Floor, 1 The Strand, Takapuna.

b) adopt the meeting schedule outlined in Attachment A of the agenda report, for the 2019-2022 electoral term.

c) recommend to reschedule the June 2020 meeting from Tuesday June 16 2020 to Tuesday June 23 2020.

d) agree to two workshops per month, to be held on the first and second Tuesday of each month, commencing at 9.30am, for workshop sessions around the work programmes.

e) agree to two recess weeks a year on the following dates to accommodate for school holidays, all of which are rescheduled to the 4th week of the month:
   - i. 14 April 2020 and 14 July 2020;
   - ii. 13 July 2021 and 12 October 2021; and
   - iii. 14 June 2022.

f) note that the fourth week of the month has been left free of business, and additional workshops can be scheduled on these days should they be required.

g) note that the first Community Forum for the 2019-2022 triennium is included in the schedule of meetings at attachment A (25 February 2020 at 5pm) and that:
   - i. staff will work with the local board on the long-term vision for the community forum space
   - ii. the scope and location of community forum will be workshopped with the board prior to an agenda report confirming the schedule for term in March 2020.

h) note the dates and time for meetings for local board plans and local board agreements are yet to be finalised.

MOVED by Member J O'Connor, seconded by Member R Jackson:

Member J O'Connor moved an amendment by replacement to the original recommendation as follows:

a) agree to one business meeting per month, to be held on the third Tuesday of each month at 4:00pm to be held at the Devonport-Takapuna Local Board Office, Ground Floor, 1 The Strand, Takapuna.

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

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<tr>
<td>Member J O'Connor</td>
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The motion was declared **EQUAL**.

The chair exercised their casting vote against so the motion was **Lost**.
Resolution number DT/2019/69
MOVED by Chairperson A Bennett, seconded by Deputy Chairperson G Wood:
The Chairperson put the substantive motion.
**That the Devonport-Takapuna Local Board:**
a) agree to one business meeting per month, to be held on the third Tuesday of each month at 2:00pm to be held at the Devonport-Takapuna Local Board Office, Ground Floor, 1 The Strand, Takapuna.
b) adopt the meeting schedule outlined in Attachment A of the agenda report, for the 2019-2022 electoral term.

CARRIED

Resolution number DT/2019/70
MOVED by Chairperson A Bennett, seconded by Deputy Chairperson G Wood:
**That the Devonport-Takapuna Local Board:**
c) recommend to reschedule the June 2020 meeting from Tuesday June 16 2020 to Tuesday June 23 2020.

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

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The motion was declared **EQUAL.**
The chair exercised their casting vote for so the motion was Carried.

CARRIED

Resolution number DT/2019/71
MOVED by Chairperson A Bennett, seconded by Deputy Chairperson G Wood:
**That the Devonport-Takapuna Local Board:**
d) agree to two workshops per month, to be held on the first and second Tuesday of each month, commencing at 9.30am, for workshop sessions around the work programmes.

CARRIED
Resolution number DT/2019/72

MOVED by Chairperson A Bennett, seconded by Deputy Chairperson G Wood:

That the Devonport-Takapuna Local Board:

e) agree to two recess weeks a year on the following dates to accommodate for school holidays, all of which are rescheduled to the 4th week of the month:
   i) 14 April 2020 and 14 July 2020;
   ii) 13 July 2021 and 12 October 2021; and
   iii) 14 June 2022.

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

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The motion was declared EQUAL. The chair exercised their casting vote for so the motion was Carried.

CARRIED

Resolution number DT/2019/73

MOVED by Chairperson A Bennett, seconded by Deputy Chairperson G Wood:

That the Devonport-Takapuna Local Board:

f) note that the fourth week of the month has been left free of business, and additional workshops can be scheduled on these days should they be required.

g) note that the first Community Forum for the 2019-2022 triennium is included in the schedule of meetings at attachment A (25 February 2020 at 5pm) and that:
   i) staff will work with the local board on the long-term vision for the community forum space
   ii) the scope and location of community forum will be workshopped with the board prior to an agenda report confirming the schedule for term in March 2020.

h) note the dates and time for meetings for local board plans and local board agreements are yet to be finalised.

The substantive motion was declared.

CARRIED
16  **Urgent decision-making process**

Resolution number DT/2019/74

MOVED by Chairperson A Bennett, seconded by Deputy Chairperson G Wood:

That the Devonport-Takapuna Local Board:

a) delegate authority to the Chairperson and Deputy Chairperson, or any person acting in these roles, to make urgent decisions on behalf of the local board in order to manage unforeseen and urgent circumstances when it is not practical to call the full board together and meet the requirements of a quorum.

b) agree that the Relationship Manager, Chairperson and Deputy Chairperson (or any person/s acting in these roles) will authorise the urgent decision-making process by signing off an authorisation memo.

c) note that all urgent decisions will be reported to the next ordinary meeting of the local board.

**CARRIED**

17  **Process for appointment of Local Government New Zealand National Council representative**

Resolution number DT/2019/75

MOVED by Deputy Chairperson G Wood, seconded by Member T van Tonder:

That the Devonport-Takapuna Local Board:

a) note the amended Local Government New Zealand (LGNZ) rules.

b) endorse Option A (selection panel made up of representatives from each local board) as the process for appointing the local board representative to the LGNZ National Council.

c) delegate the Chairperson to be part of the selection panel to appoint the local board representative to the LGNZ National Council.

d) agree in principle to two annual meetings of Auckland Council and LGNZ (or their representatives) with the arrangements to be decided by the three Auckland Council representatives to the LGNZ National Council and staff.

e) endorse the proposal that the meetings of the Auckland Council/LGNZ meetings be co-chaired by the governing body and local board representatives appointed to the LGNZ National Council.

**CARRIED**

18  **Chairpersons' Report**

This item was withdrawn
19 **Elected Members’ Reports**
Resolution number DT/2019/76
MOVED by Deputy Chairperson G Wood, seconded by Chairperson A Bennett:

That the Devonport-Takapuna Local Board:

a) receive and thank Deputy Chairperson G Wood for his written report.

CARRIED

Resolution number DT/2019/77
MOVED by Chairperson A Bennett, seconded by Deputy Chairperson G Wood:

That the Devonport-Takapuna Local Board:

b) receive and thank Member O’Connor for her written report.

c) receive and thank members for their verbal reports.

CARRIED

**Precedence of Business**
Resolution number DT/2019/78
MOVED by Chairperson A Bennett, seconded by Deputy Chairperson G Wood:

That the Devonport-Takapuna Local Board:

a) agree that Item 23: Elected Members Reports - Additional be accorded precedence at this time.

CARRIED

23 **Elected Members’ Reports - Additional**
Resolution number DT/2019/79
MOVED by Member J O’Connor, seconded by Member T van Tonder:

That the Devonport-Takapuna Local Board:

a) receive and thank members T Deans for her written report.

CARRIED

20 **Ward Councillor Update**
This item was withdrawn

21 **Governance Forward Work Calendar**
Resolution number DT/2019/80
MOVED by Deputy Chairperson G Wood, seconded by Chairperson A Bennett:

That the Devonport-Takapuna Local Board:

a) note the Devonport-Takapuna Local Board governance forward work calendar for November 2019 as set out in Attachment A of this agenda report.

CARRIED
22 Consideration of Extraordinary Items

There was no consideration of extraordinary items.

Note: Item 23: Elected Members Reports – Additional was taken ahead of Item 20: Ward Councillor Update

5:45 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 DEVONPORT-TAKAPUNA LOCAL BOARD HELD ON

DATE:.................................................................

CHAIRPERSON:....................................................