Minutes of a meeting of the Kaipātiki Local Board held in the Kaipatiki Local Board Office, 90 Bentley Avenue, Glenfield, Glenfield on Wednesday, 20 November 2019 at 4:09pm.

PRESENT

Chairperson
John Gillon
Danielle Grant, JP
Paula Gillon
Ann Hartley, JP
Melanie Kenrick
Cindy Schmidt
Andrew Shaw
Adrian Tyler
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/2019/214
MOVED by Deputy Chairperson D Grant, seconded by Member P Gillon:
That the Kaipātiki Local Board:
a) confirm the extraordinary minutes of its inaugural meeting, held on Wednesday, 30 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
There was no public forum.

10 Extraordinary Business
There was no extraordinary business.
11 New community lease to Northart Society Incorporated at Norman King Square, 65 Pearsn Crescent, Northcote

Resolution number KT/2019/215

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

That the Kaipātiki Local Board:

a) grant a new community lease to Northart Society Incorporated for a portion of the ground floor within the Norman King Building, R65 Pearsn Crescent, Northcote legally described as Lot 4 DP 92328 and Allotment 651 Parish of Takapuna and shown outlined in red in Attachment A of the agenda report subject to the following terms and conditions:

i) term - three (3) years commencing 1 December 2019 with one right of renewal for a further term of three (3) years

ii) final expiry – 30 November 2025

iii) rent - $1.00 plus GST per annum, if requested

iv) Maintenance fee (which comprises of building insurance, compliance costs and maintenance but not overheads incurred (e.g. electricity and water charges)) - $500.00 plus GST per annum

v) Early termination clause – by either party giving 12 months’ notice.

b) approve the Northart Society Incorporated’s Community Outcomes Plan which will be appended to the lease and is attached to the agenda report as Attachment B.

c) note that all other terms and conditions will be in accordance with Auckland Council’s Community Occupancy Guidelines 2012 and the Local Government Act 2002.

CARRIED

12 Renewal of community lease to Hearts and Minds NZ Incorporated at the Norman King Building, R 65 Pearn Crescent, Northcote

Resolution number KT/2019/216

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

That the Kaipātiki Local Board:

a) grant a renewal of the community lease to Hearts and Minds NZ Incorporated for the upstairs portion of the Norman King Building at R65 Pearn Crescent, Northcote legally described as Lot 4 DP 92328 and Allotment 651 Parish of Takapuna with an area of 409 m² (more or less), and shown outlined in red in Attachment A of the agenda report subject to the following terms and conditions:

i) term – five (5) years commencing 1 January 2020

ii) final expiry – 31 December 2024

iii) rent – $1.00 plus GST per annum, if requested

iv) an operational charge (which comprises of building insurance, share of overheads incurred (e.g. electricity and water charges) and maintenance) – $10,225.00 per annum plus GST

v) a variation to the existing lease to provide an early termination clause – by either party giving 12 months’ notice.
b) note that all other terms and conditions will be in accordance with the original lease agreement dated 10 March 2015.  

CARRIED

13 New community lease to New Zealand Playcentre Federation Incorporated at Hillcrest Reserve, 51 Hillcrest Avenue, Hillcrest

Resolution number KT/2019/217

MOVED by Deputy Chairperson D Grant, seconded by Member A Hartley:

That the Kaipātiki Local Board:

a) grant a new community lease to New Zealand Playcentre Federation Incorporated at Hillcrest Reserve, R51 Hillcrest Avenue, Hillcrest for Part Lot 69 DP 18327 shown outlined in red and marked A on Attachment A of the agenda report subject to the following terms and conditions:

i) term - ten (10) years commencing 1 April 2020 with one right of renewal for a further term of ten (10) years;

ii) final expiry – 31 March 2040; and

iii) rent -$1.00 plus GST per annum, if requested.

b) approve the New Zealand Playcentre Federation Incorporated - Onepoto Community Outcomes Plan which will be appended to the lease and is attached to the agenda report as Attachment B.

c) note that all other terms and conditions will be in accordance with Auckland Council’s Community Occupancy Guidelines 2012 and the Reserves Act 1977.

CARRIED

14 Local board governance work management for the 2019-2022 triennium

Eric Perry, Relationship Manager, was in attendance to address the board in support of this item.

Resolution number KT/2019/218

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

That the Kaipātiki Local Board:

a) endorse the following approach to effectively and efficiently manage the governance work of the local board for the 2019-2022 triennium:

i) maintain a key focus on annual work programmes and their implementation through quarterly reporting and regular workshops with the whole local board, with decisions made at business meetings;

ii) appoint nominated local board members who will be consulted on landowner consents and events, and who will provide feedback on liquor licences and resource consents; and

iii) appoint nominated local board members as non-voting liaisons to external organisations.

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

Eric Perry, Relationship Manager, was in attendance to address the board in support of this item.

Resolution number KT/2019/219

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

That the Kaipātiki Local Board:

a) appoint Chairperson John Gillon and Deputy Chairperson Danielle Grant as the nominated local board members for landowner consents (excluding landowner consents for filming) and authorise them to:
   i) be the point of consultation for relevant council staff on all applications for landowner consent, excluding landowner consents for filming.
   ii) 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 a decision under the following circumstances:
       A) if the landowner consent application is determined by the Chairperson, Deputy Chairperson or a majority of responding local board members, 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 or Deputy Chairperson.
   iv) receive staff notifications on areas that may involve reputational, financial, performance or political risk.

b) appoint Chairperson John Gillon and Deputy Chairperson Danielle Grant as the nominated local board member for landowner consents for filming, and authorise them to:
   i) to be the point of consultation with relevant council staff on all applications for landowner consent for filming.
   ii) 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 a decision under the following circumstances:
       A) if the landowner consent application is determined by the Chairperson, Deputy Chairperson or a majority of responding local board members, 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 or Deputy Chairperson.

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

c) note Attachment D to agenda item 9 of the 10 September 2019 meeting of the Environment and Community Committee entitled ‘Summary of local board feedback and recommended amendments to the draft Auckland Film Protocol’, noting specifically that:

i) film permit timeframes within the Auckland Film Protocol as adopted by the Environment and Community Committee will continue to be 3-5 working days.

ii) local board feedback on applications for landowner consent for filming is therefore required within two working days to enable Screen Auckland to fulfil its service agreements as outlined within the Auckland Film Protocol.

d) appoint Chairperson John Gillon and Deputy Chairperson Danielle Grant as the nominated local board member for events and authorises them to:

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

ii) 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 decision under the following circumstances:

A) if the event application is determined by the Chairperson, Deputy Chairperson or a majority of responding local board members, 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 point where it is not possible to achieve a majority view of the local board; or

C) at the discretion of the Chairperson or Deputy Chairperson.

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

e) delegate to Chairperson John Gillon and Deputy Chairperson Danielle Grant, 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) 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 Chairperson, Deputy Chairperson or a majority of responding local board members, 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 or Deputy Chairperson.

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

delegate to Chairperson John Gillon, Deputy Chairperson Danielle Grant and Member Melanie Kenrick, 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 resource consent notification.

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

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

A) if the resource consent notification is determined by the Chairperson, Deputy Chairperson or a majority of responding local board members, 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 or Deputy Chairperson.

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

delegate to Chairperson John Gillon, Deputy Chairperson Danielle Grant and Member Melanie Kenrick, the authority to prepare and provide local board views and speak those local board views at any hearings on notified resource consents; and authorise them to:

i) be the point of consultation with relevant council staff on all notified resource consents

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

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

A) if the notified resource consents are determined by the Chairperson, Deputy Chairperson or a majority of responding local board members, 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 or Deputy Chairperson.

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

h) confirm the appointments to the following political working parties or appoint new members for the 2019 – 2022 political term with the responsibility to receive regular project updates and provide informal feedback to staff on the direction being taken for the project, noting all decisions regarding the project will be taken by the local board at its business meetings:

i) Birkenhead War Memorial Masterplan working group – Chairperson John Gillon, Deputy Chairperson Danielle Grant, Member Paula Gillon and Member Ann Hartley

ii) Open Space Network Plan working group – Chairperson John Gillon, Deputy Chairperson Danielle Grant and Member Andrew Shaw

iii) Local Park Management Plan working group – Chairperson John Gillon, Deputy Chairperson Danielle Grant and Andrew Shaw

iv) Glenfield Centre Plan working group – Chairperson John Gillon, Deputy Chairperson Danielle Grant and Member Ann Hartley

i) confirm the appointment of Member Adrian Tyler to the selection panel of the Auckland Regional Services Trust (ARST) grant to the Kaipātiki Public Arts Trust and delegate Member Tyler to undertake the following responsibilities on behalf of the local board during the 2019-2022 political term:

   i) finalise the project brief alongside the selection panel;

   ii) decide and rationalise the artist selection criteria alongside the selection panel;

   iii) advocate for the views of the local board; and

   iv) decide on the artist alongside the selection panel.

CARRIED

16 Process for appointment of Local Government New Zealand National Council representative

Resolution number KT/2019/220

MOVED by Deputy Chairperson D Grant, seconded by Member A Tyler:

That the Kaipātiki 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
Adoption of a business meeting schedule

Eric Perry, Relationship Manager, was in attendance to address the board in support of this item.

Resolution number KT/2019/221
MOVED by Chairperson J Gillon, seconded by Deputy Chairperson D Grant:
That the Kaipātiki Local Board:
a) agree to adjourn the meeting at 5.28pm.

CARRIED

Resolution number KT/2019/222
MOVED by Chairperson J Gillon, seconded by Member A Tyler:
That the Kaipātiki Local Board:
a) agree to reconvene the meeting at 5.39pm.

CARRIED

Resolution number KT/2019/223
MOVED by Chairperson J Gillon, seconded by Member A Tyler:
That the Kaipātiki Local Board:
a) confirm that its next two business meetings will be held at 9.30am on Wednesday 11 December 2019 and Wednesday 19 February 2020 at Kaipātiki Local Board Office, 90 Bentley Avenue Glenfield, noting the business meeting schedule will be considered at the 19 February 2020 business meeting.
b) confirm one community forum meeting every second month, generally held on the fourth Wednesday of the month, commencing at 6.00pm and held at various locations around the Kaipātiki Local Board area, noting that the primary purpose is to engage with the public via public forum, deputations and reporting from community organisations, and also to consider any items of business that need to be considered due to time constraints, or that are more appropriately dealt with at community forum as below:

<table>
<thead>
<tr>
<th>Year</th>
<th>Day</th>
<th>Date</th>
<th>Start Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020</td>
<td>Wednesday</td>
<td>26 February</td>
<td>6.00pm</td>
<td>Kaipātiki Local Board meeting room, 90 Bentley Avenue, Glenfield</td>
</tr>
<tr>
<td>2020</td>
<td>Wednesday</td>
<td>29 April</td>
<td>6.00pm</td>
<td>Birkenhead Library, Corner Rawene Road and Hinemoa Street, Birkenhead</td>
</tr>
<tr>
<td>2020</td>
<td>Wednesday</td>
<td>24 June</td>
<td>6.00pm</td>
<td>Northcote Citizens Centre Hall, Corner Ernie Mays Street and College Road, Northcote</td>
</tr>
<tr>
<td>2020</td>
<td>Wednesday</td>
<td>26 August</td>
<td>6.00pm</td>
<td>Bayview Community Centre, 72 Bayview Road, Bayview</td>
</tr>
<tr>
<td>2020</td>
<td>Wednesday</td>
<td>28 October</td>
<td>6.00pm</td>
<td>Beach Haven Community House, 130 Beach Haven Road, Beach Haven</td>
</tr>
<tr>
<td>2020</td>
<td>Wednesday</td>
<td>25 November</td>
<td>6.00pm</td>
<td>Kaipātiki Local Board meeting room, 90 Bentley Avenue, Glenfield</td>
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</tbody>
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c) note the board will consider the community forum schedule for the remainder of the 2019-2022 political term in December 2020, reflecting on the frequency and
effectiveness of varied locations during the first 12-month period.

d) confirm public forum and deputations will be scheduled in the early part of the business meeting, to enable participation by the public and stakeholders in the democratic process.

e) confirm workshops be held every first, second and fourth week of the month and additionally confirm two recess weeks a year on the following dates:

- 6 – 12 July 2020 and 5 – 11 October 2020;
- 12 – 18 July 2021 and 4 – 10 October 2021; and

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

CARRIED

18 Urgent decision-making process

Resolution number KT/2019/224

MOVED by Member A Tyler, seconded by Member A Shaw:

That the Kaipātiki 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

19 Kaipātiki Local Board Chairperson’s Report

There was no Chairperson’s report at this time.

20 Members’ Reports

20.1 Member Report - Danielle Grant

Deputy Chairperson Danielle Grant provided a verbal update regarding the Haumaru housing.

Resolution number KT/2019/225

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

That the Kaipātiki Local Board:

a) note the verbal update from Deputy Chairperson Danielle Grant.

CARRIED
20.2 Member Report - Adrian Tyler
Member Adrian Tyler provided a verbal update regarding the rubbish bins at Kendall’s Bay.

Resolution number KT/2019/226
MOVED by Member A Tyler, seconded by Member P Gillon:
That the Kaipātiki Local Board:
a) note the verbal update from Member Adrian Tyler.
CARRIED

20.3 Member Report - Cindy Schmidt
Member Cindy Schmidt provided a verbal update regarding the Northcote Residents’ Association.

Resolution number KT/2019/227
MOVED by Member C Schmidt, seconded by Chairperson J Gillon:
That the Kaipātiki Local Board:
a) note the verbal update from Member Cindy Schmidt.
CARRIED

20.4 Member report - Paula Gillon and Melanie Kenrick
Members Paula Gillon and Melanie Kenrick provided a verbal update on freedom campers at Little Shoal Bay.

Resolution number KT/2019/228
MOVED by Member P Gillon, seconded by Member M Kenrick:
That the Kaipātiki Local Board:
a) note the verbal update from Member Paula Gillon and Member Melanie Kenrick.
CARRIED

21 Governing Body and Independent Maori Statutory Board Members’ Update
There was no update provided at this time.

22 Consideration of Extraordinary Items
There was no consideration of extraordinary items.
6.07 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:....................................................