Minutes of a meeting of the Upper Harbour Local Board held in the Upper Harbour Local Board office, 30 Kell Drive, Albany village on Thursday, 21 November 2019 at 9:30am

PRESENT

Chairperson
Margaret Miles, QSM, JP

Deputy Chairperson
Lisa Whyte
Anna Atkinson

Members
Uzra Casuri Balouch, JP
Nicholas Mayne
Brian Neeson, JP
1 Welcome

The Chairperson opened the meeting and welcomed those present.

2 Apologies

There were no apologies.

3 Declaration of Interest

There were no declarations of interest.

4 Confirmation of Minutes

Resolution number UH/2019/133

MOVED by Deputy 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, 19 September 2019 and the minutes of its extraordinary meeting, held on Thursday, 31 October 2019, as true and correct.

CARRIED

5 Leave of Absence

There were no leaves of absence.

6 Acknowledgements

6.1 Acknowledgement - Rita Williamson

Resolution number UH/2019/134

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

That the Upper Harbour Local Board:

a) acknowledge the recent passing of Rita Williamson and extend thoughts and condolences to Rita’s family at this time.

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

Under Standing Order 2.5.1, a Notice of Motion has been received from Member N Mayne for consideration under item 13.

12 Minutes of the Upper Harbour Local Board meetings held Thursday, 19 September and 31 October 2019

Note: The open unconfirmed minutes of the Upper Harbour Local Board meeting held on Thursday, 19 September 2019 and the minutes of its extraordinary meeting, held on Thursday, 31 October 2019, are attached at item 12 of the agenda for the information of the board only and were confirmed under item 4 of the agenda.

13 Notice of Motion - Nicholas Mayne - Climate Change Emergency

Resolution number UH/2019/135

MOVED by Member N Mayne, seconded by Member Atkinson:

That the Upper Harbour Local Board:

a) acknowledge the resolution of the Auckland Council Environment and Community Committee on 11 June 2019 (resolution number ENV/2019/72) declaring a climate emergency in Auckland.

b) acknowledge that climate change will impact the quality of life in Upper Harbour and how the Auckland Council is able to conduct business of behalf of the Upper Harbour Local Board.

c) recognise a climate emergency in Upper Harbour and commit to consider the impact of climate change in all decisions.

CARRIED

Note: Under Standing Order 1.9.7, Members B Neeson and U Casuri Balouch abstained from voting on the above resolutions.

Under Standing Order 1.9.7, Deputy Chairperson L Whyte requested that her dissenting vote be recorded.

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

Four items of correspondence were provided by the Chairperson. Copies have been placed on the official minutes and are available on the Auckland Council website as a minutes attachment.

Resolution number UH/2019/136

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

That the Upper Harbour Local Board:

a) agree that, pursuant to Standing Order 1.7.1, the motion under debate now be put to a vote.

A division was called for, voting on which was as follows:
For
Member A Atkinson
Member U Casuri Balouch
Member B Neeson

Against
Chairperson M Miles
Deputy Chairperson L Whyte

Abstained
Member N Mayne

The motion was declared CARRIED by 3 votes to 2.

Resolution number UH/2019/137

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

That the Upper Harbour Local Board:

a) agree 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, noting that such delegations will be addressed via a separate report on this agenda

iii) appoint nominated local board members to external organisations, noting that such appointments will be addressed via a separate report on this agenda.

CARRIED

Resolution number UH/2019/138

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

That the Upper Harbour Local Board:

b) agree to establish topic area leads to effectively and efficiently manage some aspects of the governance work of the local board for the 2019-2022 triennium, and confirm that topic area leads will:

i) understand the work programme projects within their respective topic lead area(s)

ii) at the direction of the local board, maintain relationships with key stakeholders and understand community needs and preferences

iii) under the leadership and direction of the Chairperson, maintain relationships with mana whenua who are kaitiaki over those things that they consider taonga within the Upper Harbour local board area, noting that the Chairperson will represent those views back to the local board as part of decision-making

iv) lead the development of local board feedback on regional policies, plans and strategies relevant to the topic area and report back to the full local board for approval

v) at the direction of the local board, undertake any feedback or decision-making roles as directed or delegated (which is required when decision-making is required)

vi) include Local Board Services staff on all communications in regard to those issues that they have been directed to manage for the local board on its behalf, which will ensure ongoing and active monitoring and oversight of issue resolution.

CARRIED
vii) recognise that topic area leads are not decision-making roles, unless the local board resolves a specific delegation to a topic area lead(s) to make decisions on behalf of the local board

eviii) at the direction of the local board (or as requested by council staff via Local Board Services), work through issues with relevant staff in their area of responsibility and then lead discussions alongside staff when issues are brought back to the full board

ix) support other local board members to respond to enquiries relating to their topic area that have been brought to their attention by constituents, noting that constituents retain the right to approach and discuss matters with any local board member they so choose

x) at the direction of the local board, work with relevant staff to respond to constituent enquiries in the areas of work that the topic area lead is responsible for, noting that all members should encourage constituents to use council’s Request for Service (RFS) system to log and manage requests for service or complaints, or failing that, members should log requests for service or complaints in RFS directly on behalf of the constituent

xi) fully update the local board on matters that they have managed on behalf of the local board, including meetings attended, which should be provided at each monthly business meeting by way of a written member’s report, noting that any decision sought by a member must be done through the notice of motion process as outlined in Section 2.5 of the Standing Orders of the Upper Harbour Local Board

xii) for the purpose of delegations to Auckland Council employees, topic area leads will perform the role of ‘portfolio holder(s)’ as referenced in the Auckland Council Combined Chief Executives Delegation Register (updated October 2019), noting that:

   A) where an employee of Auckland Council is delegated responsibility to make a decision on behalf of the local board, that they may (as directed by the Delegations Register) be required to seek and consider the views of the appropriate topic area lead (as directed by either the local board or Local Board Services)

   B) the decision remains with the Auckland Council employee unless, as provided for in the Delegations Register, the topic area lead directs staff to bring a report to the full local board for a decision

xiii) seek the views and preferences of all members when directed to provide feedback (for example, where council staff is making a decision through a delegation, or where an entity of council is considering an issue in their own right) on behalf of the local board, noting that:

   A) all correspondence and documentation will be sent to all board members for comment before finalising the local board’s view, and

   B) that any dissenting views will be captured and noted in any feedback provided

xiv) provide all members with reasonable notice (defined as a minimum of 24 hours) of any organised meeting or discussion with staff regarding issues that they are responsible for, in order to enable other members to attend such meetings / discussions at their discretion.

A division was called for, voting on which was as follows:
Upper Harbour Local Board
21 November 2019

For
Member A Atkinson
Member N Mayne
Chairperson M Miles
Deputy Chairperson L Whyte

Against
Member U Casuri Balouch
Member B Neeson

The motion was declared CARRIED by 4 votes to 2.

CARRIED

Resolution number UH/2019/139

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

That the Upper Harbour Local Board:

c) confirm the following topic lead areas that broadly align to local board work programme areas, as organisational staff resourcing is focused on work programme development, delivery, and advice to support workshops and business meetings:

i) Transport

ii) Infrastructure and Environment

iii) Arts, Community and Events

iv) Parks (Reserves), Sport and Recreation

v) Economic Development

vi) Policy and Planning

vii) Libraries.

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

For
Member A Atkinson
Member N Mayne
Chairperson M Miles
Deputy Chairperson L Whyte

Against
Member U Casuri Balouch
Member B Neeson

The motion was declared CARRIED by 4 votes to 2.

CARRIED

Resolution number UH/2019/140

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

That the Upper Harbour Local Board:

d) confirm the following responsibilities for the Transport topic lead area, in that the Transport topic area lead(s) will:

i) at the direction of the local board, liaise with relevant Auckland Transport staff to collate feedback on behalf of the local board for transport matters such as (but not limited to) ‘no stopping at all times’ yellow broken lines and intersection improvements

ii) at the direction of the local board, liaise with Auckland Transport regarding present and potential future transport projects and initiatives and keep all board members fully updated

iii) meet with topic area leads from other local boards when deemed appropriate, such as to undertake shared learning / development opportunities or to highlight / discuss emerging regional or sub-regional issues of mutual significance
iv) respond to constituent transport-related enquiries with Auckland Transport via the Auckland Transport elected member email address and protocols, under the proviso that Local Board Services staff and all members are to be included on all correspondence.

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

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The motion was declared **CARRIED** by 4 votes to 2.

Resolution number UH/2019/141

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

**That the Upper Harbour Local Board:**

e) confirm the following responsibilities for the Infrastructure and Environment topic lead area, in that the Infrastructure and Environment topic area lead(s) will:

i) at the direction of the local board, liaise with relevant staff on the board's Infrastructure and Environment work programme, and regarding projects in the local board area that are funded through regional budgets

ii) at the direction of the local board, liaise with relevant staff on natural heritage (including ecological, biosecurity and / or biodiversity matters, such as kauri dieback) initiatives that are included within the local board's Infrastructure and Environment work programme

iii) meet with topic area leads from other local boards when deemed appropriate, such as to undertake shared learning / development opportunities or to highlight / discuss emerging regional or sub-regional issues of mutual significance

iv) at the direction of the local board, liaise with environmental groups and stakeholders in order to represent the views and preferences of the board on a project or issue, and to bring back to the local board any issues identified by stakeholder or groups that the board should be aware of

v) respond to constituent infrastructure and environment-related enquires, under the proviso that Local Board Services staff and all members are to be included on all correspondence.

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The motion was declared **CARRIED** by 4 votes to 2.
Resolution number UH/2019/142

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

That the Upper Harbour Local Board:

f) confirm the following responsibilities for the Arts, Community and Events topic lead area, in that the Arts, Community and Events topic area lead(s) will:
   
   i) at the direction of the local board, liaise with relevant staff on the board’s Arts, Community and Events work programme, including any proposed public art projects
   
   ii) provide comment on behalf of the local board regarding land owner consent applications for filming activities and event permits
   
   iii) at the direction of the local board (or at the request of the organisation itself) liaise with community houses, resident and ratepayer organisations, community trusts and other community groups and organisations (such as the Newcomers Network, youth groups, Age Concern and Citizens’ Advice Bureaux)
   
   iv) meet with topic area leads from other local boards when deemed appropriate, such as to undertake shared learning / development opportunities or to highlight / discuss emerging regional or sub-regional issues of mutual significance
   
   v) respond to constituent arts, community and events-related enquiries, under the proviso that Local Board Services staff and all members are to be included on all correspondence.

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The motion was declared CARRIED by 4 votes to 2.

Resolution number UH/2019/143

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

That the Upper Harbour Local Board:

g) confirm the following responsibilities for the Economic Development topic lead area, in that the Economic Development topic area lead(s) will:

   i) at the direction of the local board (or at the request of the organisation itself), liaise with Auckland Tourism Events and Economic Development (ATEED), Business North Harbour and business associations located within the local board area
   
   ii) at the direction of the local board (or at the request of the organisation itself), liaise with education providers located within the local board area, such as Massey University, schools and other tertiary institutions
   
   iii) at the direction of the local board, work with relevant staff to maintain oversight of the local board’s Economic Development Strategy
   
   iv) meet with topic area leads from other local boards when deemed appropriate, such as to undertake shared learning / development opportunities or to highlight / discuss emerging regional or sub-regional issues of mutual significance
v) respond to constituent economic development-related enquiries, under the proviso that Local Board Services staff and all members are to be included on all correspondence.

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The motion was declared CARRIED by 4 votes to 2.

Resolution number UH/2019/144

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

That the Upper Harbour Local Board:

h) confirm the following responsibilities for the Parks (Reserves), Sport and Recreation topic lead area, in that the Parks (Reserves), Sport and Recreation topic area lead(s) will:

i) at the direction of the local board, liaise with relevant staff on the board’s Parks, Sports and Recreation work programme

ii) provide comment on behalf of the local board regarding land owner consents, excluding applications for filming activities and event permits

iii) at the direction of the local board (or at the request of the organisation itself) liaise with key sport and recreation organisations that have an interest in the area, including (but not limited to) Harbour Sport, regional sports organisations (RSOs), sports clubs and other community sport and recreation groups

iv) at the direction of the local board, liaise with Regional Facilities Auckland (RFA) regarding regional facility projects within the local board area

v) provide comment on behalf of the local board regarding proposed or existing leisure facilities located within the local board area, such as the Albany Stadium Pool

vi) at the direction of the local board, provide feedback on behalf of the local board on regional or external policy areas in the parks, sport and recreation sector

vii) at the direction of the local board, work with relevant staff to maintain oversight of the Upper Harbour Local Board’s Local Parks Management Plan, Open Space Network Plan and Greenways Plan prior to and during presentations and board decision-making

viii) meet with topic area leads from other local boards when deemed appropriate, such as to undertake shared learning / development opportunities or to highlight / discuss emerging regional or sub-regional issues of mutual significance

ix) respond to constituent parks (reserves), sport and recreation-related enquiries, under the proviso that Local Board Services staff and all members are to be included on all correspondence.

A division was called for, voting on which was as follows:
Resolution number UH/2019/145

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

That the Upper Harbour Local Board:

i) confirm the following responsibilities for the Policy and Planning topic lead area, in that the Policy and Planning topic area lead(s) will:

   i) at the direction of the local board, provide feedback on behalf of the local board on regional policies, plans and strategies that are deemed to be of importance to the board, and in the event such topics are not scheduled to come before the full board via a business meeting

   ii) provide feedback on behalf of the local board on whether a resource consent application should proceed as non-notified, limited notified or fully notified

   iii) provide feedback on behalf of the local board on notified resource consents, and attend council hearings to support the local board views and preferences

   iv) meet with topic area leads from other local boards when deemed appropriate, such as to undertake shared learning / development opportunities or to highlight / discuss emerging regional or sub-regional issues of mutual significance

   v) prepare feedback on behalf of the local board on applications for liquor licences and speak to those local board views at any hearings.

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

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The motion was declared CARRIED by 4 votes to 2.

Resolution number UH/2019/146

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

That the Upper Harbour Local Board:

j) confirm the following responsibilities for the Libraries topic lead area, in that the Libraries topic area lead(s) will:

   i) at the direction of the local board, work with relevant staff to maintain oversight of the local board’s Libraries work programme

   ii) meet with topic area leads from other local boards when deemed appropriate, such as to undertake shared learning / development opportunities or to highlight / discuss emerging regional or sub-regional issues of mutual significance.
iii) respond to and manage constituent Libraries-related enquiries, under the proviso that Local Board Services staff and all members are to be included on all correspondence.

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The motion was declared CARRIED by 4 votes to 2.

Resolution number UH/2019/147

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

**That the Upper Harbour Local Board:**

k) delegate the following local board members as topic area lead(s) to the respective topic lead areas:

i) Transport
ii) Infrastructure and Environment
iii) Arts, Community and Events
iv) Parks (Reserves), Sport and Recreation
v) Economic Development
vi) Policy and Planning
vii) Libraries.

CARRIED

Note: As a closure motion was resolved earlier in Item 14 Local board governance work management for the 2019-2022 triennium, debate was terminated giving no opportunity to delegate topic leads at this time. Therefore, the recommendation was considered under Item 15: Local board appointments and delegations for the 2019-2022 electoral term.

Resolution number UH/2019/148

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

**That the Upper Harbour Local Board:**

l) agree to review topic lead areas, topic lead roles and responsibilities and associated delegations at the mid-point of the current electoral term (by April 2021) as a matter of course, or at an earlier date if the local board resolves that such review should be brought forward.

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

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The motion was declared CARRIED by 4 votes to 2.
Attachments


Note: The meeting adjourned at 10.12am and reconvened at 10.53am.

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

Resolution number UH/2019/149

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

That the Upper Harbour Local Board:

a) delegate the following local board members as topic area lead(s) to the respective topic lead areas:

i) Transport – Member A Atkinson / Chairperson M Miles

ii) Infrastructure and Environment – Member N Mayne / Member A Atkinson

iii) Arts, Community and Events – Member N Mayne / Chairperson M Miles

iv) Parks (Reserves), Sport and Recreation – Deputy Chairperson L Whyte / Member N Mayne

v) Economic Development – Deputy Chairperson L Whyte / Member A Atkinson

vi) Policy and Planning – Chairperson M Miles / Deputy Chairperson L Whyte

vii) Libraries – Chairperson M Miles / Deputy Chairperson L Whyte.

CARRIED

Note: Under Standing Order 1.9.7, Members B Neeson and U Casuri Balouch abstained from voting on the above resolution.

Resolution number UH/2019/150

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

That the Upper Harbour Local Board:

b) appoint Deputy Chairperson L Whyte and Member N Mayne 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 (excluding landowner consents for filming) to the full local board for a decision under the following circumstances:

A) if the landowner consent application is determined by Deputy Chairperson L Whyte and Member N Mayne, 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 Deputy Chairperson L Whyte and Member N Mayne 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 Deputy Chairperson L Whyte and Member N Mayne

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

c) appoint Chairperson M Miles and Member N Mayne as the nominated local board members for landowner consents for filming and authorise them to:

i) be the point of consultation for relevant council staff on all applications for landowner consents for filming

ii) distribute to all local board members any materials, documentation and correspondence in relation to landowner consents 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 for filming is determined by Chairperson M Miles and Member N Mayne, 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 Chairperson M Miles and Member N Mayne 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 Chairperson M Miles and Member N Mayne

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

d) appoint Chairperson M Miles and Member N Mayne, as the nominated local board members for events and authorise them to:

i) be the point of consultation for relevant council staff on all applications for events

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

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

A) if the event application is determined by Chairperson M Miles and Member N Mayne, 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 Chairperson M Miles and Member N Mayne 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 Chairperson M Miles and Member N Mayne

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

e) delegate to Deputy Chairperson L Whyte 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 for relevant council staff on all applications for liquor licensing

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

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

A) if the liquor licence application is determined by Deputy Chairperson L Whyte, 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) at the discretion of Deputy Chairperson L Whyte

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

f) delegate Chairperson M Miles and Deputy Chairperson L Whyte 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 for relevant council staff on all applications for resource consents

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

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

A) if the resource consent application is determined by Chairperson M Miles and Deputy Chairperson L Whyte, 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 Chairperson M Miles and Deputy Chairperson L Whyte 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 Chairperson M Miles and Deputy Chairperson L Whyte

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

g) delegate to Chairperson M Miles and Deputy Chairperson L Whyte the authority to prepare and provide local board views and speak to those local board views at any hearings on notified resource consents and authorise them to:

i) be the point of consultation for relevant council staff on all applications for 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 application for a notified resource consent to the full local board for a decision under the following circumstances:

A) if the notified resource consent application is determined by Chairperson M Miles and Deputy Chairperson L Whyte, 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 Chairperson M Miles and Deputy Chairperson L Whyte 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 Chairperson M Miles and Deputy Chairperson L Whyte

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

CARRIED

Note: Under Standing Order 1.9.7, Members B Neeson and U Casuri Balouch abstained from voting on the above resolutions.

16 Appointment of local board members to external community organisations

Resolution number UH/2019/151

MOVED by Deputy Chairperson L Whyte, seconded by Member Atkinson:

That the Upper Harbour Local Board:

a) appoint the following board members to the external community groups and organisations listed below:

<table>
<thead>
<tr>
<th>External organisation</th>
<th>Leads</th>
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<tbody>
<tr>
<td>Rosedale Park Sports Trust</td>
<td>Chairperson M Miles</td>
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<td>Member N Mayne</td>
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b) agree that, to avoid potential conflicts of interest, elected members appointed to any outside organisation do not exercise any voting rights conferred by the organisation.

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

Resolution number UH/2019/152

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

That the Upper Harbour Local Board:

a) agree to hold one business meeting per month, generally to be held on the third Thursday of each month commencing from 20 February 2020 at 9.30am at the Upper Harbour Local Board office, Kell Drive, Albany village, to consider the general business of the local board, as per the following table:

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<tr>
<th>Year</th>
<th>Day</th>
<th>Date</th>
<th>Start time</th>
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b) agree to hold a community forum meeting on Thursday, 13 February 2020, commencing at 6.30pm at the Upper Harbour Local Board office, Kell Drive, Albany village, noting that this meeting will be conducted as a ‘meeting’ as defined by the Local Government and Official Information and Meetings Act 1987.

c) note that the local board will consider the community forum meeting schedule for the remainder of the 2019-2022 triennium at a business meeting in the first quarter of 2020.

d) adopt the workshop schedule outlined in Attachment B to the agenda report, consisting of workshop sessions around the work programmes.

e) 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

Member B Neeson left the meeting at 12.13pm.

Resolution number UH/2019/153

MOVED by Chairperson M Miles, seconded by Member N Mayne:

That the Upper Harbour 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 Process for appointment of Local Government New Zealand National Council representative

The Relationship Manager, Local Board Services, was in attendance to support the item.

Member B Neeson returned to the meeting at 12.15pm.

Resolution number UH/2019/154

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

That the Upper Harbour 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

20 Governance forward work calendar - December 2019 to November 2020

Resolution number UH/2019/155

MOVED by Member N Mayne, seconded by Member Atkinson:

That the Upper Harbour Local Board:

a) receive the Upper Harbour Local Board governance forward work calendar for the period December 2019 to November 2020, as set out in Attachment A to this agenda report.

CARRIED

21 Board members’ reports - November 2019

Three items of correspondence were provided by Member U Casuri Balouch. Copies have been placed on the official minutes and are available on the Auckland Council website as a minutes attachment.

Resolution number UH/2019/156

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

That the Upper Harbour Local Board:

a) receive correspondence tabled by Member U Casuri Balouch.

CARRIED UNANIMOUSLY

Attachments

A 21 November 2019 Upper Harbour Local Board: Item 21 Board members reports - Email from Hobsonville-West Harbour Residents and Ratepayers Group, 9 November 2019

B 21 November 2019 Upper Harbour Local Board: Item 21 Board members reports - Email from Hobsonville-West Harbour Residents and Ratepayers Group, 18 November 2019

C 21 November 2019 Upper Harbour Local Board: Item 21 Board members reports - Letter from Living Whenuapai

22 Consideration of Extraordinary Items

There was no consideration of extraordinary items.
12.24pm

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:.....................................................