Minutes of a meeting of the Puketāpapa Local Board held in the Local Board Office, 560 Mt Albert Road, Three Kings on Thursday, 5 December 2019 at 10:00am.

<table>
<thead>
<tr>
<th>PRESENT</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Deputy Chairperson</td>
<td>Julie Fairey (presiding)</td>
</tr>
<tr>
<td>Members</td>
<td>Ella Kumar, JP</td>
</tr>
<tr>
<td></td>
<td>Bobby Shen</td>
</tr>
<tr>
<td></td>
<td>Jon Turner</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ABSENT</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Chairperson</td>
<td>Harry Doig</td>
</tr>
<tr>
<td>Member</td>
<td>Fiona Lai</td>
</tr>
<tr>
<td>Councillor</td>
<td>Cathy Casey</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>IN ATTENDANCE</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Councillor</td>
<td>Christine Fletcher</td>
</tr>
<tr>
<td></td>
<td>arrived 10.00 am left 10.10 am</td>
</tr>
</tbody>
</table>
1 Welcome
Deputy Chair J Fairey delivered the welcome message.

2 Apologies
Resolution number PKTPP/2019/225
MOVED by Deputy Chairperson J Fairey, seconded by Member E Kumar:
That the Puketāpapa Local Board:
a) accept the apology from Chair H Doig for absence and for Member F Lai for absence.
CARRIED

3 Declaration of Interest
There were no declarations of interest.

4 Confirmation of Minutes
Resolution number PKTPP/2019/226
MOVED by Deputy Chairperson J Fairey, seconded by Member J Turner:
That the Puketāpapa Local Board:
a) confirm the ordinary minutes of its inaugural meeting, held on 31 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.
Precedence of Business

Resolution number PKTP/2019/227

MOVED by Deputy Chairperson J Fairey, seconded by Member B Shen:

That the Puketāpapa Local Board:

a) agree that Item 23 Albert Eden Ward Councillor Update be accorded precedence at this time.

CARRIED

23 Albert-Eden Roskill Ward Councillor Update

Resolution number PKTP/2019/228

MOVED by Deputy Chairperson J Fairey, seconded by Member E Kumar:

That the Puketāpapa Local Board:

a) thank Albert-Eden-Roskill Ward Councillor Christine Fletcher for her update.

b) note the ward name should now reflect Albert Eden - Puketāpapa Ward.

CARRIED

11 Establishing a working group to guide the development of an Integrated Area Plan for part of Albert-Eden and Puketāpapa

David Wong, Principal Planner Plans and Places, Planning Central & South was in attendance to speak to the report.

Resolution number PKTP/2019/229

MOVED by Deputy Chairperson J Fairey, seconded by Member E Kumar:

That the Puketāpapa Local Board:

a) nominates six Local Board representatives: H Doig, J Fairey, E Kumar, F Lai, B Shen, J Turner with a minimum of three members for a quorum to participate in a working group to oversee the development of the Integrated Area Plan for parts of the Albert-Eden and Puketāpapa local board areas.

b) thank David Wong for his attendance.

CARRIED

12 Auckland Transport December 2019 Report

Bruce Thomas, Auckland Transport Elected Members Relationship Manager was in attendance to speak to the report.

Resolution number PKTP/2019/230

MOVED by Member J Turner, seconded by Deputy Chairperson J Fairey:

That the Puketāpapa Local Board:

a) receive the Auckland Transport December 2019 report.

b) thank Bruce Thomas for his attendance.

CARRIED
Note: Correction to the Auckland Transport December report page 16 para 18: noting member E Kumar was in attendance at the 20 November meeting however not in her role as a local board member.

13 Auckland Council’s Quarterly Performance Report: Puketāpapa Local Board for quarter one 2019/2020

Mary Hay, Senior Local Board Advisor and David Rose (Lead Financial Advisor) were in attendance to speak to the report.

Resolution number PKTPP/2019/231

MOVED by Member E Kumar, seconded by Member B Shen:

That the Puketāpapa Local Board:

a) receive the performance report for quarter one ending 30 September 2019.

b) note that the Community Facility 2019/2020 work programme and 2020-2022 indicative work programme has been updated to reflect financial deferrals as a part of the Annual Plan process as shown in Attachment B.

c) reallocate $12,000 from the 'Taste of Puketapapa' (ID 294) budget to the ‘Increase diverse participation: social innovation and enterprise’ (ID 149) budget.

d) thank Mary Hay and David Rose for their attendance.

CARRIED

14 Annual Budget 2020/2021 consultation

Ben Moimoi, Local Board Advisor, Local Board Services, Litia Brighouse-Fuavao, Engagement Advisor, Local Board Services and David Rose, Lead Financial Advisor, Financial Strategy and Planning were in attendance to speak to the report.

Resolution number PKTPP/2019/232

MOVED by Member E Kumar, seconded by Member B Shen:

That the Puketāpapa Local Board:

a) approve Attachment A local content for consultation.

b) approve the tabled version of Attachment B local supporting information for consultation.

c) delegate authority to the local board chairperson to approve any final changes required to the local content and supporting information for the Puketāpapa Local Board for the Annual Budget 2020/2021 consultation, including online consultation content.

d) approve the following Have Your Say event in the local board area during the Annual Budget 2020/2021 consultation period:

i) Community Forum
   Thursday, 5 March 2020 at 6.30 -8.00 pm
   Lynfield Youth and Leisure Centre -YMCA Auckland
   16-18 Griffen Park Road, Mt Roskill

e) delegate authority to the local board chairperson to approve any final changes required to the Have Your Say event.

f) delegate to the following elected members and staff the power and responsibility to hear from the public through ‘spoken (or New Zealand sign
language) interaction’ in relation to the local board agreement at the council’s public engagement events, during the consultation period for the Annual Budget 2020/2021:

i) local board members and chairperson

ii) General Manager Local Board Services, Local Board Relationship Manager, Local Board Senior Advisor, Local Board Advisor, Local Board Engagement Advisor

iii) any additional staff approved by the General Manager Local Board Services or the Group Chief Financial Officer

g) thank Ben Moimoi, Litia Brighouse-Fuavao and David Rose for their attendance.

CARRIED

Attachments

A 20191205 Item 14 Annual Budget 2020/2021 consultation - Attachment B

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

Nina Siers, Relationship Manager – Manugakiekie-Tāmaki and Puketāpapa Local Board spoke to the report.

Resolution number PKTPP/2019/233

MOVED by Member J Turner, seconded by Deputy Chairperson J Fairey:

That the Puketāpapa 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

iii) appoint nominated local board members to external organisations.

b) thank Nina Siers.

CARRIED

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

Nina Siers, Relationship Manager – Manugakiekie-Tāmaki and Puketāpapa Local Board spoke to the report.

Resolution number PKTPP/2019/234

MOVED by Member B Shen, seconded by Member E Kumar:

That the Puketāpapa Local Board:

a) appoint Deputy J Fairey as Lead and member E Kumar as Alternate for landowner consents (excluding landowner consents for filming) and authorise them to:

i) be the point of consultation for staff on all applications for landowner consent and, at their discretion, refer any application for landowner consent to the local board for a local board decision, and
ii) to be the point of consultation for staff on proposed asset renewal works and, at their discretion, refer any proposed asset renewal works to the local board for a local board decision

iii) receive staff notifications of areas that may involve reputational, financial, performance or political risk.

b) appoint Deputy Chair J Fairey as Lead and member E Kumar as Alternate for landowner consents for filming and authorise them to:

i) to be the point of consultation with staff on all applications for landowner consent for filming and, at their discretion, refer any applications for landowner consent for filming to the local board for a local board decision

ii) receive notifications from staff of areas that may involve reputational, financial, performance or political risk.

c) appoint Deputy Chair J Fairey as Lead and member E Kumar as Alternate to be the nominated member for events and authorise them to receive staff notifications of areas that may involve reputational, financial, performance or political risk.

d) delegate to Chair H Doig Lead and member E Kumar, Alternate the authority to prepare and provide local board views and speak to those local board views at any hearings on applications for liquor licences

e) delegate to Chair H Doig, Lead and member E Kumar, Alternate 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

f) delegate to Chair H Doig, Lead and member E Kumar, Alternate the authority to prepare and provide local board views and speak those local board views at any hearings on notified resource consents.

g) grant the local board Chair: H Doig for the period 31 October 2019 to the 30 June 2020 and J Fairey for the period 01 July 2020 to the end of the political term to receive:

i) staff notifications of areas that may involve reputational, financial, performance or political risk for landowner consents (excluding landowner consents for filming)

ii) notifications from staff of areas that may involve reputational, financial, performance or political risks for landowner consents for filming

iii) notifications from staff of areas that may involve reputational, financial, performance or political risk for events.

h) note that the above delegations will be reconfirmed in July 2020.

i) thank Nina Siers.
17  Appointment of Local Board members to external community organisations

Nina Siers, Relationship Manager – Manugakiekie-Tāmaki and Puketāpapa Local Board spoke to this report.
Resolution number PKTPP/2019/235

MOVED by Deputy Chairperson J Fairey, seconded by Member J Turner:
That the Puketāpapa Local Board:

a) does not appoint local board members to The Mt Roskill Sports and Recreation Trust

b) appoints members to the following external community groups

<table>
<thead>
<tr>
<th>External organisation</th>
<th>Lead</th>
<th>Alternate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aircraft Noise Community Consultative Group</td>
<td>Member E Kumar</td>
<td>Member B Shen</td>
</tr>
<tr>
<td>Pah Homestead Joint Liaison Body</td>
<td>Chair</td>
<td>Member E Kumar</td>
</tr>
</tbody>
</table>

c) note the above appointments will be reconfirmed again in July 2020

d) thank Nina Siers.

CARRIED

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

Nina Siers, Relationship Manager – Manugakiekie-Tāmaki and Puketāpapa Local Board spoke to this report.
Resolution number PKTPP/2019/236

MOVED by Member B Shen, seconded by Member E Kumar:
That the Puketāpapa 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 to 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

f) thank Nina Siers.

CARRIED
Reinstatement of the Manukau Harbour Forum

Nina Siers, Relationship Manager – Manugakiekie-Tāmaki and Puketāpapa Local Board spoke to this report.

Resolution number PKTPP/2019/237

MOVED by Member J Turner, seconded by Member E Kumar:

That the Puketāpapa Local Board:

a) agree to re-constitute the Manukau Harbour Forum Joint Committee with the Franklin, Māngere-Ōtāhuhu, Manurewa, Maungakiekie-Tāmaki, Ōtara-Papatoetoe, Papakura, Whau, and Waitākere Ranges Local Boards for the 2019/22 electoral term.

b) appoint member J Turner as Lead and member E Kumar as Alternate to the Manukau Harbour Forum.

c) note the first workshop and meeting of the Manukau Harbour Forum is scheduled for 10.00am–1.00pm Friday 13th December 2019 in Mangere.

d) confirm the updated Terms of Reference for the Manukau Harbour Forum as outlined in Attachment A, noting they have been amended enabling two members of the Governing Body to be invited to join the forum, one of the Governing Body members will be co-chair of the forum.

e) note that the reconstituted Forum will have two co-chairs one being a local board member and one being a governing body representative of the Manukau Harbour Forum. The local board co-chair representative will be elected by a majority of members at the first meeting. An invitation will be extended to the Governing Body to appoint two members noting one will act in a co-chair role.

f) delegate authority to the Manukau Harbour Forum to make decisions within its Terms of Reference, noting that any significant or controversial decisions will only be made by the forum with the confirmation by resolution of all the member boards that would be affected by the decision and that the local board will reserve the right to hold and promote a different view to that of the forum on any issue that may impact the local board area.

g) confirm that any further changes to the Manukau Harbour Forum’s Terms of Reference will be agreed first by the forum then recommended to the nine member boards for their approval, noting that resolutions must be identical.

h) note that in order for the requirements of this agreement for the Manukau Harbour Forum to be reached, the resolutions of each of the nine-member boards made in respect of recommendations a) (b)-(f) above (with the exception of (b) where appointees are to be named) must be identical and that in the absence of identical resolutions by all member boards, the forum will not meet the requirements under clause 30a of Schedule 7 to the Local Government Act 2002.

i) receive and note the Manukau Harbour Forum governance and management support review report (Attachment B).

j) thank Nina Siers.

CARRIED
Adoption of a business meeting schedule

Nina Siers, Relationship Manager – Manugakiekie-Tāmaki and Puketāpapa Local Board spoke to this report.

Resolution number PKTPP/2019/238

MOVED by Member B Shen, seconded by Deputy Chairperson J Fairey:

That the Puketāpapa Local Board:

a) adopt the meeting schedule outlined below for the 2019-2022 electoral term:

<table>
<thead>
<tr>
<th>Year</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020</td>
<td>Thursday, 20 February</td>
</tr>
<tr>
<td></td>
<td>Thursday 19 March</td>
</tr>
<tr>
<td></td>
<td>Thursday, 16 April</td>
</tr>
<tr>
<td></td>
<td>Recess week: Monday, 20 April – Friday, 24 April</td>
</tr>
<tr>
<td></td>
<td>Thursday, 07 May Special Meeting</td>
</tr>
<tr>
<td></td>
<td>Thursday, 21 May</td>
</tr>
<tr>
<td></td>
<td>Thursday, 18 June</td>
</tr>
<tr>
<td></td>
<td>Recess week: Monday, 06 July – Friday, 10 July</td>
</tr>
<tr>
<td></td>
<td>Thursday, 16 July</td>
</tr>
<tr>
<td></td>
<td>Thursday, 20 August</td>
</tr>
<tr>
<td></td>
<td>Thursday, 17 September</td>
</tr>
<tr>
<td></td>
<td>Thursday, 15 October</td>
</tr>
<tr>
<td></td>
<td>Thursday, 19 November</td>
</tr>
<tr>
<td></td>
<td>Thursday, 10 December</td>
</tr>
<tr>
<td>2021</td>
<td>Thursday, 18 February</td>
</tr>
<tr>
<td></td>
<td>Thursday, 18 March</td>
</tr>
<tr>
<td></td>
<td>Recess week: Monday, 05 April - Friday, 09 April</td>
</tr>
<tr>
<td></td>
<td>Thursday, 15 April</td>
</tr>
<tr>
<td></td>
<td>Thursday, 20 May</td>
</tr>
<tr>
<td></td>
<td>Thursday, 17 June</td>
</tr>
<tr>
<td></td>
<td>Thursday, 15 July</td>
</tr>
<tr>
<td></td>
<td>Recess week: Monday, 19 July – Friday 23 July</td>
</tr>
<tr>
<td></td>
<td>Thursday, 19 August</td>
</tr>
<tr>
<td></td>
<td>Thursday, 16 September</td>
</tr>
<tr>
<td></td>
<td>Thursday, 21 October</td>
</tr>
<tr>
<td></td>
<td>Thursday, 18 November</td>
</tr>
<tr>
<td></td>
<td>Thursday, 09 December</td>
</tr>
<tr>
<td>2022</td>
<td>Thursday, 17 February</td>
</tr>
</tbody>
</table>
Thursday, 17 March
Thursday, 21 April
Recess week: Monday, 25 April – Friday, 29 April
Thursday, 19 May
Thursday, 16 June
Recess week: Monday, 11 July – Friday, 15 July
Thursday, 21 July
Thursday, 18 August
Thursday, 15 September

b) agree to the trial of business meetings commencing at 10.00 am from Thursday, 20 February 2020 up until and including the Thursday, 16 July 2020 to be held at the Puketāpapa Local Board, 560 Mt Albert Road, Three Kings. 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.

c) note for Calendar Year 2020 the date and time for a special meeting to approve feedback and advocacy for Annual Budget 2020/2021 is scheduled for Thursday, 07 May at 10.00 am to be held at the Puketāpapa Local Board, 560 Mt Albert Road, Three Kings.

d) note two recess weeks a year the dates are:
   (i) Calendar Year 2020 week 1: from Monday, 20 April to Friday, 24 April 2020, week 2 from Monday, 19 July to Friday, 28 July 2020
   (ii) Calendar Year 2021 week 1: from Monday, 05 April to Friday, 09 April 2021, week 2 from Monday, 05 July to Friday, 09 July 2021
   (iii) Calendar Year 2022 week 1: from Monday, 25 April – Friday, 29 April 2022, week 2 from Monday, 11 July to Friday, 15 July 2022

e) thank Nina Siers.  

CARRIED
21 Urgent decision-making process

Nina Siers, Relationship Manager – Manugakiekie-Tāmaki and Puketāpapa Local Board spoke to this report.
Resolution number PKTPP/2019/239

MOVED by Member E Kumar, seconded by Member J Turner:

That the Puketāpapa Local Board:

a) adopt the urgent decision-making process for matters that require a decision where it is not practical to call the full board together and meet the requirements of a quorum.

b) delegate authority to the chair and deputy chair, or any person acting in these roles, to make urgent decisions on behalf of the local board.

c) agree that the relationship manager, chair and deputy chair (or any person/s acting in these roles) will authorise the urgent decision-making process by signing off an authorisation memo.

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

e) thank Nina Siers.

CARRIED

22 Elected Members Expense Policy 2019

Nina Siers, Relationship Manager – Manugakiekie-Tāmaki and Puketāpapa Local Board spoke to this report.
Resolution number PKTPP/2019/240

MOVED by Member B Shen, seconded by Member J Turner:

That the Puketāpapa Local Board:

a) provide feedback on the draft Auckland Council Elected Member Expense Policy 2019.

b) expresses its concern that the provisions for reimbursement of travel around Auckland do not adequately reimburse the costs of those utilising active transport. In particular it requests that an appropriate mileage allowance be set for those using cycles or micro-mobility vehicles that would cover the costs of charging and depreciation on such vehicles

c) request that obtaining reimbursement for public transport costs is made as easy as that for claiming vehicle expenses

d) thank Nina Siers.

CARRIED

Item - 23. Albert-Eden Roskill Ward Councillor Update - has been moved to another part of the document.
24 Governance Forward Work Programme Calendar
Resolution number PKTPP/2019/241
MOVED by Deputy Chairperson J Fairey, seconded by Member E Kumar:
That the Puketāpapa Local Board:
a) receive the governance forward work programme calendar for December 2019.
CARRIED

25 Record of Puketāpapa Local Board Workshop Notes
Resolution number PKTPP/2019/242
MOVED by Member E Kumar, seconded by Deputy Chairperson J Fairey:
That the Puketāpapa Local Board:
CARRIED

26 Consideration of Extraordinary Items

There was no consideration of extraordinary items.

10.46 am

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 PUKE TĀPAPA LOCAL BOARD HELD ON

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

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