

Resolution of local boards establishing Community Forums

Local Board	Minutes Date	Details
Devonport-Takapuna	Minutes - November 2019	<p>12 Notice of Motion – Chairperson Aiden Bennett – Public Workshops</p> <p>Resolution number DT/2019/64</p> <p>MOVED by Chairperson A Bennett, seconded by Deputy Chairperson G Wood:</p> <p>That the Devonport-Takapuna Local Board:</p> <ul style="list-style-type: none"> <li>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: <ul style="list-style-type: none"> <li>i) to publicly notify workshops;</li> <li>ii) to publicly provide agendas and reports for workshops at least two working days in advance;</li> <li>iii) to provide for public and / or media access to workshops;</li> <li>iv) to provide publicly available minutes of workshop after the fact; and</li> <li>v) note that the Local Government Official Information and Meetings Act 1987 (LGOIMA) does not prohibit public or media access to workshops.</li> </ul> </li> <li>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.</li> <li>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: <ul style="list-style-type: none"> <li>i) workshops are solely for information and discussion purposes;</li> <li>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</li> <li>iii) part 7 of LGOIMA and the requirements contained therein as outlined in resolution a) above do not apply to local board workshops.</li> </ul> </li> </ul>

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:

For

Chairperson A Bennett

Member T van Tonder

Deputy Chairperson G Wood

Against

Member T Deans

Member R Jackson

Member J O'Connor

Abstained

The motion was declared EQUAL.

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

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:
    - be held on the fourth week of the month on Thursday mornings, and will run for two hours.
    - be booked in advanced by calling or emailing the local board office and confirming an appointment
    - have appointments which run for 15 minutes at a time.
    - allow multiple requests as one appointment when considered appropriate.
    - 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.

		<p>vii) ongoing engagement between Local Board Services team and interested members of the public and / or community groups;</p> <p>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;</p> <p>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</p> <p>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</p> <p>CARRIED</p>
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<p>Kaipātiki</p>	<p>Minutes - November 2019</p>	<p>17 Adoption of a business meeting schedule</p> <p>Eric Perry, Relationship Manager, was in attendance to address the board in support of this item.</p> <p>Resolution number KT/2019/223</p> <p>MOVED by Chairperson J Gillon, seconded by Member A Tyler:</p> <p>That the Kaipātiki Local Board:</p> <p>a) ...</p> <p>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:</p> <p>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.</p>
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		<p>d) ...</p> <p>e) ...</p> <p>f) ...</p> <p>CARRIED</p>
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Hibiscus and Bays	Minutes – November 2019	<p>16 Adoption of business meeting schedule Resolution number HB/2019/204 MOVED by member G Holmes, seconded by Member J Fitzgerald: That the Hibiscus and Bays Local Board:</p> <p>a) adopt the meeting schedule outlined below for the period November 2019 to December 2020:</p> <p>b) ...</p> <p>c) Agree to commence community forum meetings at 6.00pm at the Council Chambers, Orewa Service Centre, and the Local Board Office, Browns Bay, alternating each month between the two local board venues. Community forums are being introduced to provide a dedicated forum for community groups members of the public to present and update the local board on projects or issues through deputations.</p> <p>d) Note that deputations are at the approval and discretion of the chairperson and must be booked through the democracy advisor at least seven days in advance.</p> <p>e) ...</p> <p>CARRIED</p>
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Upper Harbour		<p>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:</p> <p>a) ...</p>
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		<p>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.</p> <p>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.</p> <p>d) adopt the workshop schedule outlined in Attachment B to the agenda report, consisting of workshop sessions around the work programmes.</p> <p>e) ...</p> <p><b><u>CARRIED</u></b></p>
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