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# Kaipātiki Local Board

## OPEN MINUTES

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Minutes of a meeting of the Kaipātiki Local Board held in the Kaipātiki Local Board Office, 90 Bentley Avenue, Glenfield on Wednesday, 17 May 2023 at 10.05am.

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### TE HUNGA KUA TAE MAI | PRESENT

**Chairperson**  
**Deputy Chairperson**  
**Members**

John Gillon  
Danielle Grant, JP  
Paula Gillon  
Erica Hannam  
Melanie Kenrick  
Tim Spring  
Dr Janet Tupou  
  
Adrian Tyler

*(from 10.22am, item 8.1, via  
electronic attendance)*

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## 1 Nau mai | Welcome

The Chairperson opened the meeting, welcomed those in attendance followed by Member Adrian Tyler leading the meeting with a karakia.

|                             |                                  |
|-----------------------------|----------------------------------|
| Whakataka te hau kite uru   | Cease o winds from the west      |
| Whakataka te hau kite tonga | Cease o winds from the south     |
| Kia mākinakina ki uta       | Bring calm breezes over the land |
| Kia mātaratara ki tai       | Bring calm breezes over the sea  |
| E hī ake ana te atakura     | And let the red-tipped dawn come |
| He tio                      | With a touch of frost            |
| He huka                     | A sharpened air                  |
| He hau hū                   | And promise of a glorious day    |
| Tihei mauri ora!            |                                  |

## 2 Ngā Tamōtanga | Apologies

Resolution number KT/2023/73

MOVED by Member A Tyler, seconded by Member M Kenrick:

**That the Kaipātiki Local Board:**

- a) accept the apology from Member J Tupou for lateness.

**CARRIED**

## 3 Te Whakapuaki i te Whai Pānga | Declaration of Interest

Chairperson J Gillon declared a conflict of interest in item 15 (application number LG2308-310 – Beach Haven Scout Group) and took no part in the voting on this matter.

Member P Gillon declared a conflict of interest in item 15 (application number LG2308-317 – Kauri Park School and application number LG2308-310 – Beach Haven Scout Group) and took no part in the voting on this matter.

## 4 Te Whakaū i ngā Āmiki | Confirmation of Minutes

Resolution number KT/2023/74

MOVED by Member T Spring, seconded by Member A Tyler:

**That the Kaipātiki Local Board:**

- a) confirm the ordinary minutes of its meeting, held on Wednesday, 10 May 2023, as true and correct.

**CARRIED**

## 5 He Tamōtanga Motuhake | Leave of Absence

There were no leaves of absence.

## 6 Te Mihi | Acknowledgements

There were no acknowledgements.

## 7 Ngā Petihana | Petitions

There were no petitions.

## 8 Ngā Tono Whakaaturanga | Deputations

### 8.1 Harbour Sport

Mike Bishop – CEO of Harbour Sport and Richard Casutt – General Manager of Harbour Sport, were in attendance to address the board on this item.

Resolution number KT/2023/75

MOVED by Deputy Chairperson D Grant, seconded by Member M Kenrick:

**That the Kaipātiki Local Board:**

- a) **receive the deputation from Harbour Sport and thank Mike Bishop and Richard Casutt for their attendance.**

**CARRIED**

*Member J Tupou joined the meeting via MS Teams at 10.22am before the vote on item 8.1.*

## 9 Te Matapaki Tūmatanui | Public Forum

There was no public forum.

## 10 Ngā Pakihi Autaia | Extraordinary Business

There was no extraordinary business.

## 11 Proposed new community licence to occupy to Windy Ridge Primary School at Windy Ridge Reserve playground, Glenfield

Jeimy Figueros Meza, Community Lease Specialist, was in attendance via MS Teams to address the board on this item.

A document titled 'Site Plan Windy Ridge Reserve (Windy Ridge Primary School)' was tabled. A copy of the tabled document has been placed on the official minutes and is available on the Auckland Council website as a minutes attachment.

Resolution number KT/2023/76

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

**That the Kaipātiki Local Board:**

- a) **grant, under the Reserves Act 1977, a new community licence for a community garden to The Windy Ridge Primary School for a 34 square meters (more or less) located at Windy Ridge Reserve playground, 2 Windy Ridge Road, Glenfield on the land legally described as Lot 42 DP 47831 (as per the tabled**

map Site Plan Windy Ridge Primary School), subject to the following terms and conditions:

- i) term – five years, commencing 1 May 2023, with one five-year right of renewal.
- ii) rent – \$1.00 plus GST per annum if demanded.
- b) approve all other terms and conditions in accordance with the Auckland Council’s Community Occupancy Guidelines 2012 and the Reserves Act 1977.
- c) request staff to provide advice on options to install a water supply at the Windy Ridge Reserve Community Garden in the 2023/2024 Local Board Work Programme.

**CARRIED**

#### **Attachments**

- A 17 May 2023 - Kaipātiki Local Board business meeting - Attachment A: Site Plan Windy Ridge Reserve (Windy Ridge Primary School) amended map

### **12 Kaipātiki Community Facilities Trust quarter three report 2022/2023**

Jill Nerheny, Team Lead Community Development – Kaipātiki Community Facilities Trust, Ginny Bonner, Kaipātiki Community Facilities Trust and Tania Mitchell, Kaipātiki Community Facilities Trust, were in attendance to address the board on this item.

Resolution number KT/2023/77

MOVED by Member P Gillon, seconded by Member T Spring:

**That the Kaipātiki Local Board:**

- a) receive the Kaipātiki Community Facilities Trust quarter three report as set out in Attachment A of the agenda report.

**CARRIED**

### **13 Kaipātiki community places quarter three reports 2022/2023**

Resolution number KT/2023/78

MOVED by Member E Hannam, seconded by Member A Tyler:

**That the Kaipātiki Local Board:**

- a) receive the Kaipātiki community places quarter three 2022/2023 reports as set out in Attachments A – F of this agenda report.

**CARRIED**

**14 Endorsing Business Improvement District (BID) targeted rate grants for 2023/2024**

Gill Plume, BID Senior Advisor, was in attendance via Microsoft Teams to address the board on this item.

Resolution number KT/2023/79

MOVED by Member M Kenrick, seconded by Deputy Chairperson D Grant:

**That the Kaipātiki Local Board:**

- a) **recommend to the Governing Body the setting of the targeted rates for inclusion in the Annual Budget 2023/2024 for the following Business Improvement District (BID) programmes:**
- i) **\$216,063 for Birkenhead BID**
  - ii) **\$125,000 for Northcote BID.**

**CARRIED**

**Adjournment of Meeting**

Resolution number KT/2023/80

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

**That the Kaipātiki Local Board:**

- a) **agree to adjourn the meeting at 11.33am until 11.45am.**

**CARRIED**

*Meeting reconvened at 11.54am.*

**15 Kaipātiki Local Grants Round Three and Multiboard Grants Round Two 2022/2023 grant allocations**

Amber Deng, Grants Advisor, was in attendance via Microsoft Teams to address the board on this item.

Chairperson J Gillon declared a conflict of interest with the application LG2308-310 – Beach Haven Scout Group and took no part in the voting on this matter.

Member P Gillon declared a conflict of interest with the application LG2308-317 – Kauri Park School and application LG2308-310 – Beach Haven Scout Group and took no part in the voting on this matter.

Resolution number KT/2023/81

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

**That the Kaipātiki Local Board:**

- a) **agree to adjourn the meeting at 12.12pm for five minutes.**

**CARRIED**

*Meeting reconvened at 12.25pm.*

Resolution number KT/2023/82

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

**That the Kaipātiki Local Board:**

- a) agree to fund, part-fund, or decline each application in Kaipātiki Local Grants Round Three 2022/2023 listed in the following table:

**Table One: Kaipātiki Local Grants Round Three 2022/2023 grant applications**

| Application ID | Organisation                                     | Requesting funding for project   | Amount requested | Total granted | Comments (including reason for decline) |
|----------------|--|--|------------------|---------------|---|
| LG2308-224     | Glenfield Community Centre                       | Towards Glenfield Community Centre Maintenance from 1 June 2023 to 31 May 2024   | \$6,178.51       | \$0           | Insufficient funding available.         |
| LG2308-302     | Friends of Rodney Road Incorporated              | Towards cost to refurbish the windows of a heritage hall on 14 Rodney Road from 1 June 2023 to 30 June 2023  | \$5,300.00       | \$5,300.00    |   |
| LG2308-303     | Glenfield Tennis Club Inc                        | Towards coach cost for Junior coaching programme at Glenfield Tennis Club from 14 October 2023 to 9 December 2023  | \$1,000.00       | \$1,000.00    |   |
| LG2308-306     | Auckland North Community and Development (ANCAD) | Towards venue hire, marketing, catering, presenter fee, admin and travel cost to provide LiiFT Aotearoa programme in local board area from 1 August 2023 to 30 | \$4,741.00       | \$4,219.00    | Grant excludes catering.                |

|                 |  | November 2023   |            |            |   |
|-----------------|--|---|------------|------------|---|
| LG2308-307      | North Shore CMA                          | Towards the operational cost to deliver strength and balance programme in Birkdale Community Hall from 1 June 2023 to 30 October 2023 | \$6,000.00 | \$2,000.00 |   |
| LG2308-308      | North Harbour Synchronised Swimming Club | Towards cost of travel and core training session at Glenfield Pool and Leisure Centre from 5 June 2023 to 31 May 2024                 | \$3,060.00 | \$1,020.00 |   |
| LG2308-309      | Mayfield Scout Group                     | Towards purchasing camping tents for Mayfield Scout Group from 1 June 2023 to 29 September 2023                                       | \$8,152.00 | \$0.00     | Lower priority as already received a grant in the current financial year. |
| Item LG2308-310 | Beach Haven Scout Group                  | Item taken separately due to a conflict of interest.  |            |            |   |



|   |                                      |   |            |            |   |
|---|--------------------------------------|---|------------|------------|---|
| LG2308-311  | Babylon Charitable Trust             | Towards venue hire and transportation cost to run Seniors Program at St Thomas More Hall from 1 June 2023 to 31 December 2023           | \$3,920.00 | \$0.00     | Lower priority as already received a grant in the current financial year. |
| LG2308-315  | Northcote Toy Library Inc            | Towards rent and storage cost at 5a Akoranga Drive from 1 July 2023 to 31 December 2023   | \$4,883.13 | \$3,000.00 |   |
| LG2308-316  | Birkenhead Residents Association Inc | Towards the administration, promotion and technical cost of the Birkenhead Photo Competition 2023 from 30 June 2023 to 18 December 2023 | \$7,530.00 | \$7,530.00 |   |
| Item LG2308-317 Kauri Park School taken separately due to a conflict of interest. |                                      |   |            |            |   |
| LG2308-318  | Aroha Vietnam Incorporated           | Towards cost to run Vietnamese senior person festival at Glenfield  | \$2,800.00 | \$1,000.00 |   |

|            |  |  |             |             |  |
|------------|--|--|-------------|-------------|--|
|            |  | Community Centre from 5 October 2023 to 5 November 2023  |             |             |  |
| LG2308-319 | Birkdale Beach Haven Community Project | Towards cost to run Whaia ngā Whetū - Follow the Stars (Matariki Program) at Birkdale Beach Heaven from 23 June 2023 to 21 July 2023         | \$11,025.00 | \$11,025.00 |  |
| LG2308-320 | Shore Rhythmic Gymnastics Club Inc.    | Towards facility hire at Birkenhead College Gymnastics Club from 6 June 2023 to 23 September 2023  | \$6,480.00  | \$0.00      | Insufficient funding available.  |
| LG2308-321 | Youthline Auckland Charitable Trust    | Towards a contribution of annual costs to supervise and train volunteers at the Youthline House in Milford from 1 June 2023 to 31 March 2024 | \$4,000.00  | \$0.00      | Lower priority as already received a grant in the current financial year. On-going operational costs are a lower priority. |
| LG2308-323 | Kaipatiki Project EcoHub               | Towards cost to run tree planting project from 21 April 2023 to 12 May 2023  | \$8,000.00  | \$0.00      | Application void as it was not submitted by the stated organisation .  |

|            |   |  |             |            |   |
|------------|---|--|-------------|------------|---|
| LG2308-324 | North Shore Islamic Association                                       | Towards cost of activities, venue hire, games and cleaning to hold event Eid on the Shore 2023 in Kaipatiki area on 1 July 2023                  | \$15,000.00 | \$2,000.00 |   |
| LG2308-325 | Onepoto Playcentre  | Towards facilitator wages to run Playcentre sessions at Onepoto Playcentre from 1 June 2023 to 31 March 2024                                     | \$2,604.00  | \$0.00     | Wages are lower priority.   |
| LG2308-327 | Birkenhead Town Centre Association Inc                                | Towards artworks on power transformers cost at multiple sites in Birkenhead town centres from 1 July 2023 to 30 June 2024                        | \$4,350.00  | \$4,350.00 |   |
| LG2308-329 | Ms JI YEON JEONG (umbrellaed by Kaipātiki community Facilities Trust) | Towards cost to run The Screen Road (Traditional Korean folding screen) - Walk Together event at AUT Stadium from 5 June 2023 to 30 October 2023 | \$22,889.99 | \$0.00     | Low priority due to low numbers and high cost to benefit ratio. Applicant has applied for large amount but not applied to other funders, which is a lower priority. |

|              |   |  |                     |                    |   |
|--------------|---|--|---------------------|--------------------|---|
| LG2308-330   | Chelsea Regional Park Association Incorporated (CHERPA) | Towards Chelsea Estate Heritage Park Community Place and Environment Package cost at the park and Chelsea Dams from 2 June 2023 to 31 May 2024 | \$31,700.31         | \$3,396.43         | Grant tagged to stream and dam water quality testing only. Maintenance of the art sculpture is already covered by Council. Grants should not be used to acquire Council assets on Council land, and would require a landowner approval in the first instance. |
| LG2308-331   | Action Education Incorporated                           | Towards operational cost to run twenty Spoken Word Workshop at Northcote College from 5 June 2023 to 15 December 2023                          | \$5,000.00          | \$3,000.00         |   |
| LG2308-332   | Birkenhead Sea Scouts                                   | Towards annual insurance cost at The Den of Birkenhead Sea Scouts from 1 June 2023 to 31 March 2024  | \$4,107.00          | \$1,000.00         |   |
| <b>Total</b> |   |  | <b>\$201,607.11</b> | <b>\$49,840.43</b> |   |

- b) agree to fund, part-fund or decline each application received in Multiboard Grants Round One 2022/2023, listed in Table Two:

**Table Two: Multiboard Grants Round Two 2022/2023 grant applications**

| Applic<br>ation<br>ID | Organisati<br>on   | Requesting<br>funding for<br>project   | Amount<br>requested | Total granted | Comments<br>(including<br>reason for<br>decline  |
|-----------------------|--|--|---------------------|---------------|--|
| MB222<br>3-201        | Fix Up<br>Look<br>Sharp  | Towards<br>leasing<br>costs of the<br>2 spaces in<br>Onehunga<br>and<br>Avondale<br>from June<br>2023 until<br>June 2024.  | \$1,000.00          | \$0.00        | Outside of the<br>Kaipātiki<br>Local Board<br>area, and<br>community<br>reach is<br>unclear. |
| MB222<br>3-215        | Big Buddy<br>Mentoring<br>Trust                                      | Towards<br>operational<br>costs (such<br>as wages,<br>rent,<br>transport,<br>equipment)<br>to recruit<br>volunteer<br>mentors for<br>young boys<br>with no<br>father in<br>their lives in<br>Auckland<br>from<br>September<br>2023 to<br>September<br>2024 | \$10,000.00         | \$1,000.00    |  |
| MB222<br>3-224        | Bellyful<br>New<br>Zealand<br>Trust                                  | Towards<br>contribution<br>to overall<br>costs for<br>meal<br>production<br>and service<br>delivery<br>from 1 June<br>2023 to 31<br>December<br>2024   | \$2,000.00          | \$0.00        | Outside of the<br>Kaipātiki<br>Local Board<br>area, and<br>community<br>reach is<br>unclear. |
| MB222<br>3-226        | OutLine<br>New<br>Zealand<br>Incorporat<br>ed<br>Donation<br>Account | Towards<br>volunteer<br>training and<br>support,<br>advertising<br>costs,<br>clinical<br>supervision,<br>insurance,<br>office<br>expenses,   | \$1,250.00          | \$1,000.00    |  |

|             |   | and operational IT costs  |            |            |  |
|-------------|---|---|------------|------------|--|
| MB222 3-227 | Young Workers Resource Centre                                   | Towards education coordinator wages and teaching resources costs from June 2023 till May 2024.                      | \$500.00   | \$0.00     | Outside of the Kaipātiki Local Board area, and community reach is unclear. |
| MB222 3-231 | Body Positive Incorporated                                      | Towards advertising costs including posters, street posters, magazine ads, and digital and social media advertising | \$4,537.50 | \$0.00     | Primary health care is responsibility of central government.               |
| MB222 3-236 | Pet Refuge New Zealand Charitable Trust                         | Towards administration costs for the Pet Refuge from 5 June 2023 to 31 March 2024                                   | \$3,000.00 | \$1,000.00 |  |
| MB222 3-242 | KidsCan Charitable Trust  | Towards administration costs from 5 June 2023 to 15 December 2023   | \$1,500.00 | \$0.00     | Insufficient funding available.  |
| MB222 3-252 | The Operating Theatre Trust trading as Tim Bray Theatre Company | Towards ticket purchase and bus costs from 24 June 2023 to 15 November 2023   | \$3,543.00 | \$2,000.00 |  |
| MB222 3-257 | Garden to Table Trust   | Towards salaries, mileage and home office cost to   | \$4,500.00 | \$3,000.00 |  |

|             |                            |   |            |            |  |
|-------------|----------------------------|---|------------|------------|--|
|             |                            | deliver Garden to Table Food Education Programme at 44 schools from 1 June 2023 to 31 May 2024  |            |            |  |
| MB222 3-259 | YMCA North Incorporated    | Towards costs of delivering the Raise Up programme including events, activities, workshops, community outreach, and core volunteer expenses     | \$6,000.00 | \$5,000.00 |  |
| MB222 3-262 | Showquest Charitable Trust | Towards venue hire and related costs, and theatre production costs for hosting youth theatre performances                                       | \$3,000.00 | \$1,000.00 |  |
| MB222 3-265 | Anxiety New Zealand Trust  | Towards costs of the development, production and distribution of the brochures and cards; and the video-conferencing equipment and installation | \$1,495.00 | \$0.00     | Primary health care is responsibility of central government. |

|                |   |   |                    |                    |                                     |
|----------------|---|---|--------------------|--------------------|-------------------------------------|
| MB222<br>3-267 | North<br>Shore<br>Brass Inc                               | Towards<br>LED<br>lighting,<br>venue hire,<br>marketing<br>cost for<br>Centennial<br>Concert at<br>Bruce<br>Mason<br>Centre and<br>Taharoto<br>Community<br>Facility<br>upgrade<br>from 29 May<br>2023 to 23<br>October<br>2023 | \$1,000.00         | \$1,000.00         |                                     |
| MB222<br>3-270 | PHAB<br>Associatio<br>n<br>(Auckland)<br>Incorporat<br>ed | Towards<br>activity cost,<br>wage,<br>facilitation<br>and admin<br>cost for<br>Community<br>Recovery<br>and<br>Revitalizatio<br>n - North<br>project from<br>5 June 2023<br>to 29 March<br>2024                                 | \$4,000.00         | \$4,000.00         | Not tagged to<br>food and<br>drink. |
| <b>Total</b>   |   |   | <b>\$47,325.50</b> | <b>\$19,000.00</b> |                                     |

- c) request that consideration is given to including insurance as a lower priority or exclusion when reviewing the guidelines for the Kaipātiki Community Grants Programme 2023/24.

**CARRIED**

*Chairperson J Gillon and Member P Gillon left meeting at 12.28pm and in the absence of the Chairperson, the Deputy Chairperson D Grant presided.*

*Applications LG2308-310 Beach Haven Scout Group and LG2308-317 Kauri Park School were taken separately due to conflicts of interest.*

Resolution number KT/2023/83

MOVED by Member A Tyler, seconded by Member M Kenrick:

**That the Kaipātiki Local Board:**

- d) agree to approve the following application.



| Application ID | Organisation            | Requesting funding for project   | Amount requested | Total granted     | Comments (including reasons for decline) |
|----------------|-------------------------|--|------------------|-------------------|--|
| LG230 8-310    | Beach Haven Scout Group | Towards cost covers twenty-one youth and seven leaders fee to attend 23rd Aotearoa New Zealand Scout Jamboree at Mystery Creek from 30 December 2023 to 7 January 2024 | \$30,555.00      | \$2,500.00        |  |
| <b>Total</b>   |                         |  |                  | <b>\$2,500.00</b> |  |

**CARRIED**

Resolution number KT/2023/84

MOVED by Member E Hannam, seconded by Member T Spring:

**That the Kaipātiki Local Board:**

**e) agree to approve the following application.**

| Application ID | Organisation      | Requesting funding for project   | Amount requested | Total granted     | Comments (including reasons for decline) |
|----------------|-------------------|--|------------------|-------------------|--|
| LG230 8-317    | Kauri Park School | Towards pianist service, grant piano moving and tuning cost for Kaipatiki Choir Concert 2023 on 23 November 2023 | \$2,331.17       | \$2,331.17        |  |
| <b>Total</b>   |                   |  |                  | <b>\$2,331.17</b> |  |

**CARRIED**

Chairperson J Gillon and Member P Gillon returned to room at 12.30pm and Chairperson J Gillon took the seat as Chairperson.

**16 Urgent Decision: Kaipātiki Local Board feedback on the Waitemata Harbour Connections project consultation**

Resolution number KT/2023/85

MOVED by Member M Kenrick, seconded by Member E Hannam:

**That the Kaipātiki Local Board:**

- a) receive the urgent decision made on Thursday 4 May 2023 as set out in Attachment B of this agenda report, providing local board feedback on the suite of five scenarios that show possible connections across Waitematā Harbour.

**CARRIED**

**17 Kaipātiki Local Board Feedback on Integrated Transport Plan**

Resolution number KT/2023/86

MOVED by Member P Gillon, seconded by Member E Hannam:

**That the Kaipātiki Local Board:**

- a) delegate Chairperson John Gillon and Deputy Chairperson Danielle Grant to prepare feedback on behalf of the local board by close of business on Tuesday 23 May 2023.

**CARRIED**

**18 Kaipātiki Local Board Chairperson's Report**

Resolution number KT/2023/87

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

**That the Kaipātiki Local Board:**

- a) note the verbal Chairperson's report.

**CARRIED**

**19 Members' Reports**

**19.1 Member report - Adrian Tyler**

Resolution number KT/2023/88

MOVED by Member A Tyler, seconded by Member M Kenrick:

**That the Kaipātiki Local Board:**

- a) note the verbal report of member Adrian Tyler.

**CARRIED**

**20 Governing Body and Independent Māori Statutory Board Members' Update**

There were no updates provided at this time.

**21 Hōtaka Kaupapa – Policy Schedule**

Resolution number KT/2023/89

MOVED by Member A Tyler, seconded by Member M Kenrick:

**That the Kaipātiki Local Board:**

- a) **note the Kaipātiki Local Board June - July 2023 Hōtaka Kaupapa – Policy Schedule and May – June 2023 workshop forward work programme.**

**CARRIED**

**22 Workshop Records - Kaipātiki Local Board - April 2023**

Resolution number KT/2023/90

MOVED by Member T Spring, seconded by Member E Hannam:

**That the Kaipātiki Local Board:**

- a) **note the record for the Kaipātiki Local Board workshop held on Wednesday 5 April and Wednesday 26 April 2023.**

**CARRIED**

**23 Te Whakaaro ki ngā Take Pūtea e Autaia ana | Consideration of Extraordinary Items**

There was no consideration of extraordinary items.

12.45pm.

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:.....**