

# Devonport-Takapuna Local Board Workshop Programme

Date of Workshop: Tuesday 07 February 2023  
 Time: 12:45am – 3:30pm  
 Venue: Devonport-Takapuna Local Board Office, Ground Floor, 1 The Strand, Takapuna and MS Teams  
 Apologies:

Time	Workshop Item	Presenter	Governance role	Proposed Outcome(s)
12.45 – 2.45	<p><b>1. Regional Services and Strategy</b></p> <ul style="list-style-type: none"> <li>- Takapuna library and community service review</li> </ul> <p><i><b>This presentation and discussion is confidential and withheld under section 7(2)(b)(ii) and 7(2)(i) of the LGOIMA 1987 on the grounds that the workshop includes discussion on existing community tenancies and financial information that if it were public, may prejudice or disadvantage future commercial activities.</b></i></p>	<p><b>Sophie Bell</b> Service and Asset Planning Specialist</p> <p><b>Andrew Elcoat</b> Portfolio Specialist</p> <p><b>Maria Walker</b> Teamleader; Urban Design and Masterplanning</p>	Keeping Informed / Setting Direction	Inform future direction
2.45 – 3.30	<p><b>2. Local Board Services</b></p> <ul style="list-style-type: none"> <li>- Community Forum &amp; Community Conversations</li> </ul> <p><b>Attachments:</b></p> <p><b>2.1</b> Presentation: Community Forum &amp; Community Conversations</p>	<p><b>Anahita Oei</b> Engagement Advisor</p>	Setting Direction	Inform future direction

**Next workshop:** 14 February 2023

## Role of Workshop:

- Workshops do not have decision-making authority.
- Workshops are used to canvass issues, prepare local board members for upcoming decisions and to enable discussion between elected members and staff.
- Members are respectfully reminded of their Code of Conduct obligations with respect to conflicts of interest and confidentiality.

(d) Workshops for groups of local boards can be held giving local boards the chance to work together on common interests or topics.

# Devonport-Takapuna Local Board Workshop Record

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Time: 12:45pm – 3:30pm  
Venue: Devonport-Takapuna Local Board Office, Ground Floor, 1 The Strand, Takapuna and MS Teams

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## Attendees

**Chairperson:** Toni van Tonder

**Deputy Chairperson:** Terence Harpur

**Members:** Peter Allen  
Gavin Busch  
Melissa Powell  
George Wood, CNZM

**Staff:** Trina Thompson – Local Area Manager  
Maureen Buchanan – Senior Local Board Advisor  
Rhiannon Guinness – Local Board Advisor  
Henare King – Democracy Advisor

## Apologies

None

Workshop item	Presenters	Governance role	Summary of discussion and Action points
<p><b>1. CONFIDENTIAL: Regional Services and Strategy</b></p> <ul style="list-style-type: none"> <li>- Takapuna library and community service review</li> </ul>	<p><b>Sophie Bell</b> Service and Asset Planning Specialist <b>Andrew Elcoat</b> Portfolio Specialist <b>Maria Walker</b> Teamleader; Urban Design and Masterplanning</p>	<p>Keeping informed / Setting direction</p>	<p>The local board was provided with an update on the project and key findings.</p> <p>Next Steps:</p> <ul style="list-style-type: none"> <li>• Seek formal approval from the Devonport-Takapuna Local Board at a business meeting</li> </ul> <p><b>This workshop material and discussion is confidential and withheld under section 7(2)(b)(ii) and 7(2)(i) of the LGOIMA 1987;</b> <i>on the grounds that the workshop includes discussion on existing community tenancies and financial information that if it were public, may prejudice or disadvantage future commercial activities.</i></p>
<p><b>2. Local Board Services</b></p> <ul style="list-style-type: none"> <li>- Community Forum &amp; Community Conversations</li> </ul>	<p><b>Anahita Oei</b> Engagement Advisor</p>	<p>Setting direction</p>	<p>The local board was provided with an update on the community forum space.</p> <p>The local board raised the following points and questions in response to the presentation:</p> <ul style="list-style-type: none"> <li>• Tea/Coffee and Biscuits should be sufficient for events, the inclusion of food increases the costs</li> <li>• Approach community facilities that the board currently funds to reduce venue hire costs</li> </ul> <p>Next Steps:</p> <ul style="list-style-type: none"> <li>• Seek formal approval from the Devonport-Takapuna Local Board at a business meeting</li> </ul>

The workshop concluded at 3.23pm

# Devonport-Takapuna Community Forums & Community Conversations

February 2023





## **Purpose of the workshop**

To receive feedback from the board around the proposed dates for community forums and community conversations 2023-2025.





## Community Forums

Due to the lack of business at previous community forums often leading to cancellations, attendance by repeat groups, and the formal structure creating barriers around engaging with new and diverse groups, I am proposing:

- That the community forum be held once every two months.
- 10am-12pm Community Forum on the fourth Tuesday of the month.
- Held during business hours at the local board office, for the convenience of hybrid meetings and allows staff and SME's to attend if necessary.
- This will provide a consistent space for regular attending community groups and individuals that receive funding from the board to speak to the board on any matter.





## Community forum dates 2023-2025

- Tuesday 28 February 2023.
- Tuesday 25 April 2023.
- Tuesday 27 June 2023.
- Tuesday 29 August 2023.
- Tuesday 31 October 2023.
- Tuesday 27 February 2024.
- Tuesday 30 April 2024.
- Tuesday 24 June 2024.
- Tuesday 27 August 2024.
- Tuesday 29 October 2024.
- Tuesday 25 February 2025.
- Tuesday 29 April 2025.
- Tuesday 24 June 2025.
- Tuesday 26 August 2025.





# Community Conversations

Informal conversations, unlikely to require technology.

There will be two community conversations a year.

To take place in different locations and venues like community centres, churches, and schools, to cater to diverse groups.

Will be held from 6pm-8pm to ensure that families and working professionals can attend.

Will work with community leaders at the venue locations to shape the community conversation.

Outcomes of a community conversation:

- Create relationships with different communities.
- An opportunity for the community to understand what council and the local board does.
- An opportunity to feedback into consultations or discuss local issues.

There is an associated venue hire cost of approximately \$100 per event, as well as \$100 per event to cover the provision of tea, coffee, and biscuits for attendees.

To support this, the board could consider allocating \$400 per year from their LDI Opex budget, met through an engagement line in the annual work programme.





# Community Conversations 2023

## Event 1:

**Who:** Everyone.

**When:** 6pm-8pm, Tuesday 23 May 2023 (available).

**Where:** Devonport Community House, Kauri Hall (holds 200 people).

**Cost:** \$22 per hour.

## Event 2:

**Who:** Everyone.

**When:** 6pm-8pm, Tuesday 21 November 2023 (available).

**Where:** Takapuna Methodist Church (Hall holds 200 people, lounge holds 35 seated).

**Cost:** \$55 per hour for the hall, \$35 per hour for the lounge.





# Community Conversations 2024

## Event 3:

**Who:** Everyone.

**When:** 6pm-8pm, Tuesday 21 May 2024 (available).

**Where:** The Rose Centre (theatre holds 110 people, combined lounge could hold 30 sitting).

**Cost:** \$50 per hour for the theatre, \$20 per hour for the lounge.

## Event 4:

**Who:** Everyone.

**When:** 6pm-8pm, Tuesday 19 November 2024 (available).

**Where:** Sunnynook Community Centre, tawa room (150 people).

**Cost:** Free





# Community Conversations 2025

## Event 5:

**Who:** Everyone.

**When:** 6pm-8pm, Tuesday 20 May 2025 (available).

**Where:** Shore Junction (auditorium holds 60 people, the open space upstairs can have things moved aside to hold 100 people).

**Cost:** auditorium and open space are each \$25 per hour.

## Event 6:

**Who:** Everyone.

**When:** 6pm-8pm, Tuesday 18 November 2025 (available).

**Where:** Milford Cruising Club.

**Cost:** \$150-\$200 per hour for the function hall.

ALTERNATIVE

**Where:** Milford Senior Citizens Club (holds 150 people, but only available Wednesdays, except the third Wednesday of the month).

**Cost:** \$35 per hour.

ANY OTHER VENUE SUGGESTIONS?

