

# Who Does What at Kensington Park?

<b>Kensington Park Residents Association Inc. (KPRRA) - Elected Committee</b> <b>Office in Pool house located at 13 Parkside Drive, Orewa</b>	<b>Kensington Park Holdings Ltd (KPHL)</b> <b>Located at 1 Parkside Drive, Orewa 0931</b>	<b>Kensington Park Body Corporates</b>
<p>The KPRRA Committee is responsible for the administration of the KPRRA and the maintenance of common facilities.</p> <p>The elected members of the KPRRA Committee, the KPHL representative and KPRRA Manager meet monthly, usually the last Tuesday of the month.</p> <p>KPRRA Sub-committees also meeting regularly. Current sub-committees are:</p> <ul style="list-style-type: none"> <li>• Grounds and Facilities</li> <li>• Governance</li> <li>• Communications and events</li> </ul> <p>APM is contracted by KPRRA to provide the KPRRA Manager services.</p> <p>KPRRA employs grounds, gardens and facilities maintenance staff.</p>	<p>Designing and developing the master planned community at Kensington Park.</p> <p><b>Principal Member of KPRRA Incorporated</b></p> <p>Until Kensington Park is fully completed KPHL is the principal member of the KPRRA Incorporated and is entitled to exercise the number of votes equal to one more than the number of members voting in person or by proxy at any meeting of the Association.</p> <p>Full governance and control of KPRRA Incorporated is vested in the principal member until the completion of the development- as per clause 19 of the Constitution.</p> <p>In practice the KPRRA Committee has responsibility for the management of the affairs of the Residents' Association.</p>	<p>The Body Corporates have powers and duties under the Unit Titles Act (UTA). It is an entity made up of all the unit owners in a unit title development.</p> <p>Body Corporates are not members of the KPRRA.</p> <p>Body corporate members are members of KPRRA.</p> <p>Kensington Park body corporates have formed the Kensington Park Body Corporate Community Group to discuss common interests, such as sharing information and experiences about:</p> <ul style="list-style-type: none"> <li>• understanding body corporate responsibilities under the UTA, Health &amp; Safety at Work Act, Building Act</li> <li>• the need for and process of developing long-term maintenance plans</li> <li>• maintaining effective body corporate committees</li> <li>• building maintenance and remediation</li> <li>• body corporate management services</li> <li>• Liaising with KPRRA and KPHL.</li> </ul> <p><b>Responsibilities</b></p> <ol style="list-style-type: none"> <li>1. Review and approve body corporate specific applications to the GRB and the DRB.</li> <li>2. Maintain and manage common property on behalf of owners.</li> <li>3. Establish a Long-Term Maintenance Plan (LTMP) that must be 10 years or more.</li> <li>4. Set owner levy contributions sufficient to fund the Body Corporate operations.</li> <li>5. Liaise with KPRRA over: <ul style="list-style-type: none"> <li>• The development of an integrated management plan for Kensington Park</li> <li>• Services provided by KPRRA (e.g. rubbish collection)</li> <li>• KPRRA By-law compliance</li> <li>• Protocols around DRB/GRB applications</li> <li>• KPRRA Grounds &amp; Gardens Maintenance Policy</li> <li>• BC grounds &amp; gardens maintenance and design modifications</li> <li>• Services shared in common with KPRRA cesspit cleaning, access door security, building wash)</li> </ul> </li> </ol>

<b>KPRA Manager - APM</b>	<b>KPHL Manages</b>	<b>Garden Review Board (GRB)</b>
<p>Send invoices and receive payments for annual KPRA levies, operating costs and 1% transfer levy when properties are sold.</p> <p>Ensure new owners sign the delegation instrument and conditions of the Constitution.</p> <p>Manages staff and contractors. Responsible for the recruitment, day to day management and supervision of all staff.</p> <p>Maintain common facilities including pool and gym.</p> <p>Monitor and control Bylaw issues including design controls, car parking and other matters covered in our Bylaws and Agreements.</p>	<p>1 Parkside Drive, including the site office, sales office, and cafe</p> <p>Access door security system, including the issuing of fobs</p> <p>Communications networks services</p> <p>Lake Kensington</p> <p>Undeveloped land</p> <p>Southpark Utilities, a subsidiary of the developer, Southpark Corp, also provides water and power utility services for some residents/apartments.</p>	<p>Review any garden alteration on either property frontage or common property prior to consideration by the Design Review Board as may be necessary.</p> <p>The GRB comprises the KPRA Grounds and Gardens Sub-Committee Chair, Head Gardener and KPRA Manager.</p>
<b>Design Review Board (DRB)</b>	<p>The DRB determines design controls and considers design change application submitted by Members. The DRB membership includes the KPHL representative, KPRA Manager, a KPRA Committee Member, Landscape Architect and/or an Architect with administration by the KPRA Manager.</p>	