

MINUTES of the Triennial Meeting of the Ngaruawahia Community Board held in the Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 8 NOVEMBER 2016** commencing at **6.00pm**.

Present:

Mr J Whetu (Chair)
Cr JM Gibb
Cr E Patterson
Mrs W Diamond
Ms R Kirkwood
Ms K Morgan
Mr BJ Sherson
Ms J Stevens

Attending:

Mr AM Sanson (His Worship the Mayor) [until 6.50pm]
Mr GJ Ion (Chief Executive) [until 6.50pm]
Ms S Duignan (General Manager Customer Support)
Mrs W Wright (Committee Secretary)
Mrs L van den Bemd (Community Development Adviser)
Miss A van den Bemd (Interim Ngaruawahia Youth Action Group Co-ordinator) [until 7.00pm]
Master W Eriepa (Youth Representative)
Ms M Flynn (Horotiu Playcentre)
Mr L Hamill (Ngaruawahia High School)
Mr C Jarnett (Ngaruawahia High School)
Ms E Preston (Ngaruawahia High School)
Ms A Ramsay (Ngaruawahia Community House)
Ms V Rice (Ngaruawahia Community House)
2 Members of Staff
Members of the public

The Chief Executive opened the meeting and welcomed Community Board Members and Councillors to the meeting. He explained that as this was the first triennial meeting of the Board following the 2016 Elections, he would Chair the meeting until agenda item 11, where members would appoint a new Chairperson. Once he had undertaken those duties he would hand over to the new chairperson.

DECLARATION BY MEMBERS' PURSUANT TO SCHEDULE 7 CLAUSE 14 OF THE LOCAL GOVERNMENT ACTS 2002

Agenda Item 1

Members made and signed their declarations in accordance with Schedule 7 Clause 14 of the Local Government Act 2002.

APOLOGIES AND LEAVE OF ABSENCE

Agenda Item 2

There were no apologies.

CONFIRMATION OF STATUS OF AGENDA ITEMS

Agenda Item 3

Resolved: (Mr Sherson/Ms Kirkwood)

THAT the agenda for the triennial meeting of the Ngaruawahia Community Board held on Tuesday 8 November 2016 be confirmed and all items therein be considered in open meeting.

CARRIED on the voices

NCBI611/01

DISCLOSURES OF INTEREST

Agenda Item 4

Cr Gibb advised members of the Board that she would declare a non-financial conflict of interest in item 12.4 [*Application for Funding for Ngaruawahia High School*] due to being on the Board of Ngaruawahia High School.

Mr Whetu advised members of the Board that he would declare a non-financial conflict of interest in item 12.4 [*Application for Funding for Ngaruawahia High School*] due to his wife being on the Board of the Ngaruawahia High School.

Master Eriepa (Youth Representative) advised members of the Board that he would declare a non-financial conflict of interest in item 12.4 [*Application for Funding for Ngaruawahia High School*] due to him being the Head Boy and on the Board of the Ngaruawahia High School.

Ms Morgan advised members of the Board that she would declare a non-financial conflict of interest in items 12.5 and 12.6 [*Ngaruawahia Community House Inc – Christmas Parade and Ngaruawahia Community House Inc – Waitangi Day*] as she is an employee of Radio Tainui who supports Ngaruawahia Community House.

Ms Stevens advised members of the Board that she would declare a non-financial conflict of interest in items 12.5 and 12.6 [*Ngaruawahia Community House Inc – Christmas Parade and Ngaruawahia Community House Inc – Waitangi Day*] due to her being the chair of Ngaruawahia Community House.

STATUTORY REQUIREMENTS

Agenda Item 5

Resolved: (Mr Whetu/Mr Sherson)

THAT the report from the Chief Executive be received;

AND THAT Council acknowledge the report as a general explanation of the statutory requirements under schedule 7 clause 21 of the Local Government Act 2002.

CARRIED on the voices

NCBI611/02

STANDING ORDERS FOR MEETINGS OF LOCAL AUTHORITIES AND COMMUNITY BOARDS

Agenda Item 6

Resolved: (Cr Gibb/Mr Whetu)

THAT the report from the Chief Executive be received;

AND THAT the Ngaruawhia Community Board cease conducting its meetings under the NZ Model Standing Orders NZS 9202:2003 incorporating Amendment No. 1;

AND FURTHER THAT the Ngaruawahia Community Board adopt the new Waikato District Council Standing Orders (Community Boards) with the amendment to clause 21.3 Option B, fourth bullet point to read: '*Members can speak to any amendment.*' and conduct its meetings using those Standing Orders.

CARRIED on the voices

NCBI611/03

APPOINTMENT OF CHAIRPERSON AND DEPUTY CHAIRPERSON

Agenda Item 7

Prior to calling for nominations, the Chief Executive clarified that Community Board members and Councillors were eligible to stand for the role of Chairperson and that a member could vote for themselves. He explained that if there was more than one nomination, an election by show of hands would be held. If that election tied, the result would be determined by drawing a name out of a hat. The Chief Executive called for nominations for the position of Chairperson of the Ngaruawahia Community Board.

One nomination was received; Mr Whetu was nominated by Ms Kirkwood and seconded by Cr Gibb.

Resolved: (Cr Patterson/Ms Morgan)

THAT nominations for the position of Chairperson of the Ngaruawahia Community Board be closed.

CARRIED on the voices

NCBI611/04/1

The Chief Executive duly declared Mr Whetu elected as Chairperson on the Ngaruawahia Community Board.

The Chief Executive then called for nominations for the position of Deputy Chairperson.

One nomination was received; Ms Kirkwood was nominated by Ms Morgan and seconded by Mr Whetu.

Resolved: (Cr Patterson/Ms Stevens)

THAT nominations for the position of Deputy Chairperson of the Ngaruawahia Community Board be closed.

CARRIED on the voices

NCBI611/04/2

The Chief Executive duly declared Ms Kirkwood elected as Deputy Chairperson of the Ngaruawahia Community Board.

Resolved: (Cr Gibb/Ms Morgan)

THAT the report from the Chief Executive be received;

AND THAT Mr Whetu be appointed as Chairperson of the Ngaruawahia Community Board;

AND FURTHER THAT Ms Kirkwood be appointed as Deputy Chairperson of the Ngaruawahia Community Board.

CARRIED on the voices

NCBI611/04/3

COMMUNITY COMMITTEE CHARTER

Agenda Item 8

Resolved: (Cr Patterson/Ms Morgan)

THAT the report from the Chief Executive be received;

AND THAT the Ngaruawahia Community Board confirms the Community Committee Charter as attached to the Agenda;

AND FURTHER THAT the Charter specifically reference the Ngaruawahia Community Board.

CARRIED on the voices

NCBI611/05

CODE OF CONDUCT

Agenda Item 9

Resolved: (Ms Kirkwood/Cr Patterson)

THAT the report from the Chief Executive be received.

CARRIED on the voices

NCBI611/06

USE OF COMMUNITY BOARD AND COMMUNITY COMMITTEE DISCRETIONARY FUNDS

Agenda Item 10

Resolved: (Mr Sherson/Cr Gibb)

THAT the report from the Chief Executive be received.

CARRIED on the voices

NCBI611/07

DATE AND TIME OF MEETINGS

Agenda Item 11

Resolved: (Mr Sherson/Ms Stevens)

THAT the report from the Chief Executive be received;

AND THAT the Ngaruawahia Community Board holds its meetings on the second Tuesday of each month commencing at 6.15pm, with a Public Forum prior to the meeting that commences at 5.45pm;

AND FURTHER THAT it is suggested no meeting is held in the months of January, April, July and October in line with Council practice.

CARRIED on the voices

NCBI611/08

His Worship the Mayor thanked the previous Board and gave a short overview of what he expects from the Board in future.

The Chief Executive vacated the Chair and Mr Whetu presided as Chair for the remainder of the meeting.

His Worship the Mayor and the Chief Executive retired from the meeting at 6.50pm.

REPORTS

Discretionary Fund Report to 25 October 2016
Agenda Item 12.1

Resolved: (Crs Gibb/Patterson)

THAT the report from the General Manager Strategy & Support be received.

CARRIED on the voices

NCB1611/09/1

Discretionary Funding Guidelines
Agenda Item 12.2

Resolved: (Cr Patterson/Ms Morgan)

THAT the report from the General Manager Strategy & Support be received.

CARRIED on the voices

NCB1611/09/2

Miss van den Bemd retired from the meeting at 7.00pm during discussions on the above item and was not present during voting.

Application for Funding – Horotiu Playcentre
Agenda Item 12.3

Ms Megan Flynn gave an overview of the report and answered questions of the board.

Resolved: (Cr Gibb/Ms Morgan)

THAT the report from the General Manager Strategy & Support be received;

AND THAT an allocation of \$1,449.25 is made to the Horotiu Playcentre towards the cost of re-barking the playground.

CARRIED on the voices

NCB1611/09/3

Application for Funding – Ngaruawahia High School
Agenda Item 12.4

Cr Gibb and Master Eriepa declared a non-financial conflict of interest and withdrew to the gallery and did not take part in discussion or voting on this item.

Mr Whetu declared a non-financial conflict of interest and did not take part in discussion or voting on this item.

Mr Hamill, Mr Jarnett and Ms Preston provided an overview of the report and answered questions of the board.

Resolved: (Cr Patterson/Ms Stevens)

THAT the report from the General Manager Strategy & Support be received;

AND THAT an allocation of \$5,000 be made to Ngaruawahia High School towards the cost of purchasing a new electronic notice board.

CARRIED on the voices

NCB1611/09/4

Application for Funding – Ngaruawahia Community House Incorporated - Christmas Parade
Agenda Item 12.5

Ms Stevens and Ms Morgan declared a non-financial conflict of interest on the following two items [12.5 and 12.6], withdrew to the gallery and did not take part in discussion or voting on these items.

Ms Ramsay and Ms Rice gave a powerpoint presentation and answered questions of the board.

Tabled Item: Powerpoint Presentation

Resolved: (Mr Sherson/Ms Kirkwood)

THAT the report from the General Manager Strategy & Support be received;

AND THAT an allocation of \$4,964.50 is made to the Ngaruawahia Community House Incorporated towards the cost of Christmas on Jesmond Street event.

CARRIED on the voices

NCB1611/09/5

Application for Funding – Ngaruawahia Community House Incorporated - Waitangi Day
Agenda Item 12.6

Tabled Item: Powerpoint Presentation

Resolved: (Cr Gibb/Ms Kirkwood)

THAT the report from the General Manager Strategy & Support be received;

AND THAT an allocation of \$2,695.60 is made to the Ngaruawahia Community House towards the cost of the Picnic at the Point event.

CARRIED on the voices

NCB1611/09/6

Project Accountability Form
Agenda Item 12.7

Resolved: (Cr Gibb/Ms Morgan)

THAT the report from the General Manager Strategy & Support be received;

AND THAT the Board notes that the following amount has been spent:

– \$1,577.92 Ngaruawahia RSA Memorial Club – Hopuhopu Military Mural Project.

CARRIED on the voices

NCB1611/09/7

Service Requests
Agenda Item 12.8

Resolved: (Crs Patterson/Gibb)

THAT the report from the Chief Executive be received.

CARRIED on the voices

NCB1611/09/8

NCB Works & Issues Report Nov 2016
Agenda Item 12.9

Resolved: (Mr Sherson/Cr Gibb)

THAT the report from the General Manager Customer Support be received.

CARRIED on the voices

NCB1611/09/9

Te Mana o Te Rangi Reserve Update
Agenda Item 12.10

Resolved: (Cr Patterson/Ms Kirkwood)

THAT the report of the General Manager Service Delivery –Te Mana o Te Rangi Reserve Update - be received;

AND THAT the Board agrees to partner with Council to develop an agreed process for collaborating with the Community for the development of Te Mana o Te Rangi Reserve.

CARRIED on the voices

NCB1611/09/10

Ngaruawahia Community Board Resolution/Action Register
Agenda Item 12.11

Resolved: (Cr Patterson/Cr Gibb)

THAT the report of the General Manager Customer Support be received.

CARRIED on the voices

NCB1611/09/11

There being no further business the meeting was declared closed at 8.20pm.

Minutes approved and confirmed this day of 2016.

Mr J Whetu

CHAIRPERSON

Minutes2016/NCB/161102 NCB Triennial Minutes