



## Christchurch City Council

# LYTTELTON/MT HERBERT COMMUNITY BOARD AGENDA

12 APRIL 2006

4.30 PM

LYTTELTON RECREATION CENTRE,  
WINCHESTER STREET, LYTTELTON

**Community Board:** Claudia Reid (Chairperson), Jeremy Agar, Stuart Bould, Ann Jolliffe, Dawn Kottier, Bob Parker

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1. **APOLOGIES**

2. **CONFIRMATION OF REPORT**

The report of the inaugural meeting of the Lyttelton/Mt Herbert Community Board held on Wednesday 15 March 2006 has been circulated to Board members.

**RECOMMENDATION**

That the report of the inaugural meeting held on Wednesday 15 March 2006 be confirmed.

3. **PETITIONS**

4. **CORRESPONDENCE**

5. **BRIEFING**

**Bob Lineham, Director Strategic Investment** will be in attendance to give a briefing to the Board on the Lyttelton Port Company

6. **PUBLIC FORUM**

**Colleen Eason, Art Gallery In Lyttelton** will be in attendance to discuss arrangements for a gallery in Lyttelton.

7. **REMUNERATION REVIEW**

**Report to be circulated separately.**

8. **LYTTELTON/MT HERBERT COMMUNITY BOARD PROPOSED SCHEDULE OF MEETINGS FOR 2006**

<b>General Manager responsible:</b>	General Manager Regulation and Democracy Services, DDI 941-8549
<b>Officer responsible:</b>	Secretariat Manager
<b>Author:</b>	Clare Sullivan, Community Board Principal Adviser

**PURPOSE OF REPORT**

1. The purpose of this report is to submit a proposed schedule of ordinary meetings in 2006 for the Board's approval. The proposed schedule is outlined below.

**EXECUTIVE SUMMARY**

2. Each Community Board sets a schedule of ordinary meetings for the year ahead. The proposed schedule of meetings is compatible with the timetable adopted for meetings of the Council and other community boards where possible. The meetings are scheduled to occur in the third week of the month. Suggested meeting places area are also put forward for your consideration. Any extraordinary meetings or Board seminars will be set throughout the year as required and according to statutory requirements for notification.

**FINANCIAL AND LEGAL CONSIDERATIONS**

3. There are no financial considerations outside the existing budget for meetings of the Community Board.

**LYTTELTON/MT HERBERT COMMUNITY BOARD PROPOSED MEETING SCHEDULE FOR 2005**

<b>Date</b>	<b>Time</b>	<b>Venue</b>
Wednesday 17 May	4.30pm	
Wednesday 21 June	4.30pm	
Wednesday 19 July	4.30pm	
Wednesday 16 August	4.30pm	
Wednesday 20 September	4.30pm	
Wednesday 18 October	4.30pm	
Wednesday 15 November	4.30pm	
Wednesday 13 December	4.30pm	

**STAFF RECOMMENDATION**

It is recommended that the Board agree to the ordinary meeting schedule as detailed in the report.

**9. COMMUNITY BOARD DELEGATIONS AND TERMS OF REFERENCE**

<b>General Manager responsible:</b>	General Manager Regulations and Democracy, DDI 941-8549
<b>Officer responsible:</b>	Secretariat Manager
<b>Author:</b>	Anusha Guler, DDI 941-6436

**PURPOSE OF REPORT**

The purpose of this report is to consult with the Community Boards on the Community Board Delegations and Terms of Reference.

**EXECUTIVE SUMMARY**

In December 2004, the Council agreed to review its delegations to Community Boards. A Community Board Governance Working Party, comprising the Deputy Mayor, Carole Evans, Phil Clearwater and Yvonne Palmer was set up to look at the Christchurch City Council Community Board Delegations Reference (Appendix 1) and Community Board Delegations (Appendix 2).

The Working Party submitted their report to the Community Board Chairs and Staff Forum where it was agreed that the changes would be discussed by each Community Board before a final report is sent to the Council.

**FINANCIAL AND LEGAL CONSIDERATIONS**

There are no direct financial considerations to implementing the recommendations

**RECOMMENDATIONS**

It is recommended that the Community Boards consider the Community Board Delegations and the Community Board Terms of Reference, which has been amended to reflect the changes in the Council's new governance structure and the new Local Government Act 2002, and forward their submissions to the Community Board Governance Working Party for consideration.

**10 CODE OF CONDUCT REPORT**

<b>General Manager responsible:</b>	General Manager Regulations and Democracy, DDI 941-8549
<b>Officer responsible:</b>	Secretariat Manager
<b>Author:</b>	Anusha Guler

**PURPOSE OF REPORT**

The purpose of this report is to advise the two Banks Peninsula Community Boards, of the recommendation of the Joint Community Board Working Party that Community Boards adopt the draft Code of Conduct, attached to this report.

**EXECUTIVE SUMMARY**

At meetings in July 2004, all six Community Boards resolved to consider a Code of Conduct to apply to Community Boards and resolved to appoint two representatives each to a Joint Community Board Working Party. That Working Party met on Friday, 23 July 2004 and resolved to recommend to each of the Community Boards that the Code of Conduct attached to this report be adopted by those Boards.

This includes the two additional Community Boards for the Banks Peninsula Ward.

**DRAFT COMMUNITY BOARD CODE OF CONDUCT**

The attached draft Code is similar to that adopted by the Council. The Working Party's view was that the Community Boards should each have the same Code of Conduct for ease of administration and consistency across all the community boards. The Code has been adapted to apply specifically to Community Board members.

The Working Party is recommending that the Code contain reference to an Ethics Subcommittee for managing alleged breaches of the Code. The Working Party's view is that the Community Boards should request the Council to enable the Community Boards to utilise the model of a Code of Conduct, with the independent chair of Mr John Gray, but with Community Board members being members of the Subcommittee (other than from the Community Board from where the complaint originated) and that the recommendations of the Ethics Subcommittee be referred back to the relevant Community Board for decision. This report is being provided to each of the two Community Boards in Banks Peninsula and it will be a matter for decision by each Community Board as to whether or not it wishes to adopt the attached Code of Conduct.

While the Local Government Act 2002 imposes a legal requirement that the Council cannot alter its Code of Conduct other than by a 75% majority of Councillors voting, because the Code does not make it mandatory for Community Boards to adopt a Code of Conduct, then any Code of Conduct adopted by a Community Board can be altered in the future by a majority resolution. If a Community Board does wish to adopt the Code, then an appropriate resolution could be:

*"That the (name of Community Board) Community Board adopt the attached draft Code of Conduct as its Code of Conduct."*

**FINANCIAL AND LEGAL CONSIDERATIONS**

There are no financial implications.

**STAFF RECOMMENDATIONS**

It is recommended that the Lyttelton/Mt Herbert Community Board adopt the attached draft Code of Conduct as its Code of Conduct.

**11. NOTICES OF MOTION**

**12. QUESTIONS**

Members may at any ordinary meeting put a question to the Chairperson concerning any matter relevant to the role or function of the Community Board concerning any matter that does not appear on the order paper.

**13. BOARD MEMBERS INFORMATION EXCHANGE**

Board members will have an opportunity to provide updates on community activities and/or Council issues.