

**LYTTELTON/MT HERBERT COMMUNITY BOARD
AGENDA**

WEDNESDAY 3 NOVEMBER 2010

AT 9.30AM

**IN THE BOARD ROOM OF THE
LYTTELTON SERVICE CENTRE,
33 LONDON STREET, LYTTELTON**

Community Board: Jeremy Agar, Ann Jolliffe, Claudia Reid, Paula Smith, Adrian Te Patu and Andrew Turner.

Community Board Adviser

Liz Carter

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PART A - MATTERS REQUIRING A COUNCIL DECISION

PART B - REPORTS FOR INFORMATION

PART C - DELEGATED DECISIONS

INDEX

- PART B 1. WELCOME**
- PART C 2. APOLOGIES**
- PART C 3. ORAL DECLARATION BY MEMBERS ATTESTED IN THE PRESENCE OF THE
GENERAL MANAGER, REGULATION AND DEMOCRACY SERVICES,
REPRESENTING THE CHIEF EXECUTIVE**
- PART C 4. ELECTION OF CHAIRPERSON**
- PART C 5. ORAL DECLARATION BY CHAIRPERSON ATTESTED IN THE PRESENCE OF THE
GENERAL MANAGER, REGULATION AND DEMOCRACY SERVICES,
REPRESENTING THE CHIEF EXECUTIVE**
- PART C 6. ELECTION OF DEPUTY CHAIRPERSON**
- PART B 7. GENERAL EXPLANATION**
- PART B 8. REPORT OF THE ELECTORAL OFFICER**
- PART B 9. APPOINTMENT OF COUNCILLORS AS MEMBERS OF COMMUNITY BOARDS**
- PART C 10. FIRST ORDINARY MEETING OF THE BOARD**
- PART C 11. NEW ZEALAND COMMUNITY BOARDS' EXECUTIVE COMMITTEE ELECTIONS –
CALL FOR NOMINATIONS**

3. 11. 2010

1. **WELCOME**

The Community Board Adviser, (Liz Cater), representing the Chief Executive in the Chair.

2. **APOLOGIES**

3. **ORAL DECLARATION BY MEMBERS ATTESTED IN THE PRESENCE OF THE GENERAL MANAGER, REGULATION AND DEMOCRACY SERVICES, REPRESENTING THE CHIEF EXECUTIVE**

Sample **attached**.

3. 11. 2010

4. ELECTION OF CHAIRPERSON

- (a) Refer **attached** paper.
- (b) Election of Chairperson.

5. ORAL DECLARATION BY THE CHAIRPERSON ATTESTED IN THE PRESENCE OF THE GENERAL MANAGER, REGULATION AND DEMOCRACY SERVICES REPRESENTING THE CHIEF EXECUTIVE

(Chairperson then assumes the Chair.)

6. ELECTION OF DEPUTY CHAIRPERSON

- (a) Refer to report as in Clause 4 above.
- (b) Election of Deputy Chairperson.

7. GENERAL EXPLANATION

As a statutory requirement, the **attached** paper by the Legal Services Manager refers to:

- (a) Local Government Official Information and Meetings Act 1987.
- (b) Local Authorities (Members' Interests) Act 1968.
- (c) Sections 99, 105 and 105A of the Crimes Act 1961.
- (d) Secret Commissions Act 1910.
- (e) Securities Act 1978.

STAFF RECOMMENDATION

That the report be received.

3. 11. 2010

8. REPORT OF THE ELECTORAL OFFICER

The **attached** report refers.

STAFF RECOMMENDATION

That the report be received.

3. 11. 2010

9. APPOINTMENT OF COUNCILLORS AS MEMBERS OF COMMUNITY BOARDS

For information, members are advised that at its installation meeting on 22 October 2010, the Council resolved to appoint Councillor Claudia Reid to the Lyttelton/Mt Herbert Community Board for the 2010/13 term.

STAFF RECOMMENDATION

That the information be received.

3. 11. 2010

10. FIRST ORDINARY MEETING OF THE BOARD

Clause 21, Schedule 7 of the Local Government Act 2002 requires that the Board at its first meeting after the triennial election shall inter alia, fix the date and time of the first ordinary meeting of the Board.

It is proposed that the Board next meet on Tuesday 14 December 2010 at 9.30am at the Lyttelton Service Centre.

STAFF RECOMMENDATION

That the first ordinary meeting of the Lyttelton/Mt Herbert Community Board be held on Tuesday 14 December 2010 at 9.30am in the Boardroom, Lyttelton Service Centre, 33 London Street, Lyttelton.

11. **NEW ZEALAND COMMUNITY BOARDS' EXECUTIVE COMMITTEE ELECTIONS – CALL FOR NOMINATIONS**

General Manager responsible:	General Manager Regulatory and Democracy Services 941-8462
Officer responsible:	Democracy Services Manager
Author:	Liz Carter, Community Board Adviser

PURPOSE OF REPORT

1. The purpose of this report is to advise that nominations are being called for the positions of Zone 5 Representative and Deputy, for the New Zealand Community Boards' Executive Committee. Nominations close on 15 December 2010 and any resulting elections are to be completed by the end of February 2011.

EXECUTIVE SUMMARY

2. Christchurch Community Boards are located in Zone 5 of Local Government New Zealand's areas of representation. Yvonne Palmer (former Chair and member of the Shirley/Papanui Community Board) is currently the Zone 5 Representative. Mike Mora is the current Zone 5 Deputy Representative.
3. The Executive Committee is made up of six representatives – one for each of the six geographic zones of member authorities throughout New Zealand and has the status of an advisory committee to the National Council of Local Government New Zealand.
4. The Executive Committee meets four times a year, usually in Wellington and its role involves:
 1. Providing advice to the National Council of Local Government New Zealand on all matters involving Community Boards.
 2. Liaising between Local Government New Zealand and Community Boards to gather information on issues and matters of national interest.
 3. Keeping National Council of Local Government New Zealand informed of current and future issues of concern to Community Boards that may have implications for local government generally.
 4. Advising on training needs of Community Boards and their members that might be included in a national capacity building strategy.
5. Supporting information setting out the guidelines for the conduct of the election is **attached**.
6. It is proposed that Community Board Chairs discuss the issue of Zone 5 representation at their first meeting in December 2010 with a view to agreeing on a Zone 5 Representative and Deputy, after receiving feedback from members of their respective Boards on this issue.

FINANCIAL IMPLICATIONS

7. From time to time there may be costs associated with travel and accommodation for attendance at Zone 5 meetings. These costs will be minimal and can be absorbed within the budgets for elected member representation as outlined on page 159 of the LTCCP.
8. Council funding is not required.

Do the Recommendations of this Report Align with 2009-19 LTCCP budgets?

9. Not applicable

11 Cont'd

LEGAL CONSIDERATIONS

10. The Community Boards' Executive Committee is as an advisory body that represents the interests of Community Boards through its role as advocate and leader. The staff recommendation requires the appointed representative to report back to the Board any actions taken under the delegated authority conferred.

Have you considered the legal implications of the issue under consideration?

11. As above.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

Do the recommendations of this report support a level of service or project in the 2009-19 LTCCP?

12. Not applicable.

ALIGNMENT WITH STRATEGIES

Do the recommendations align with the Council's strategies?

13. Not applicable.

CONSULTATION FULFILMENT

14. Not applicable. This report is going to all Community Boards for consideration.

STAFF RECOMMENDATION

- (a) That the Board Chairperson and Deputy Chairperson, or their nominees, be authorised to consider the opportunity provided for joining with another Christchurch Board(s) in nominating and/or seconding suitable member candidates for election to the positions of Zone 5 Representative, and Deputy, for the New Zealand Community Boards' Executive Committee.
- (b) That the exercise of any such authorisation be reported to the Board for record purposes.