

10. 2 .2011

**LYTTELTON/MT HERBERT COMMUNITY BOARD
3 NOVEMBER 2010**

**Minutes of a meeting of the Lyttelton/Mt Herbert Community Board
(including the inauguration of members)
held on Wednesday 3 November 2010 at 9.40am in the Board Room,
Lyttelton Service Centre, 33 London Street, Lyttelton.**

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

APOLOGIES: Nil

PART B – REPORTS FOR INFORMATION

1. WELCOME

Peter Mitchell, General Manager, Regulation and Democracy Services, representing the Chief Executive, welcomed all present and outlined the procedures for this meeting.

2. GENERAL EXPLANATION

The Board **received** a report by the Legal Services Manager on the provisions of the following legislation:

- (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, and
- (e) Securities Act 1978.

3. REPORT OF THE ELECTORAL OFFICER

A report from the Electoral Officer setting out the results of the elections held on 9 October 2010 was **received**.

The Board thanked the Electoral Officer and staff for their work covering the election.

4. APPOINTMENT OF COUNCILLORS AS MEMBERS OF COMMUNITY BOARDS

The Board **received** information advising that at its installation meeting on 22 October 2010, the Council had resolved to appoint Councillor Claudia Reid to the Lyttelton/Mt Herbert Community Board for the 2010/13 term.

Brief comment was made regarding the timing of Community Board meetings in relation to the new Council structure with proposed new Standing Committees and their likely meeting times being in the morning.

PART C – REPORTS ON DELEGATED DECISIONS TAKEN BY THE BOARD

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

Board members completed their oral declarations in the presence of Peter Mitchell, General Manager, Regulation and Democracy Services, representing the Chief Executive.

6. ELECTION OF CHAIRPERSON

The Board considered a report outlining voting systems which it could adopt when voting for the election of a Chairperson and Deputy Chairperson.

The Board **resolved** to adopt voting system A (as outlined in the report) for use when electing a Chairperson and Deputy Chairperson.

Nominations were called for the position of Chairperson.

Paula Smith was nominated by Ann Jolliffe and seconded by Jeremy Agar.

There being no further nominations, Paula Smith was duly elected Chairperson of the Lyttelton/Mt Herbert Community Board for the 2010/13 term.

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

Paula Smith completed the Chairperson's declaration in the presence of Peter Mitchell, General Manager, Regulation and Democracy Services, representing the Chief Executive and assumed the Chair for the remainder of the meeting.

8. ELECTION OF DEPUTY CHAIRPERSON

Nominations were called for the position of Deputy Chairperson.

Jeremy Agar was nominated by Claudia Reid and seconded by Ann Jolliffe.

There being no further nominations, Jeremy Agar was duly elected Deputy Chairperson of the Lyttelton/Mt Herbert Community Board for the 2010/13 term.

9. FIRST ORDINARY MEETING OF THE BOARD

The Board **resolved** 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.

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10. NEW ZEALAND COMMUNITY BOARDS' EXECUTIVE COMMITTEE ELECTIONS - CALL FOR NOMINATIONS

The Board **resolved** that:

- (a) The Board Chairperson and Deputy Chairperson, or their nominees, be authorised to consider the opportunity provided for joining with another 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.

The meeting concluded at 10am.

CONFIRMED THIS 14TH DAY OF DECEMBER 2010

**PAULA SMITH
CHAIRPERSON**