

# MINUTES

**TITLE:** Inaugural meeting of the Motueka Community Board  
**DATE:** Tuesday 13 November 2007  
**TIME:** 12.15 pm  
**VENUE:** Motueka Service Centre, 7 Hickmott Place, Motueka  
**PRESENT:** D Eddy, T Forde, P Hawkes, D Ogilvie  
**IN ATTENDANCE:** Mayor R G Kempthorne, Chief Executive (P Wylie),  
Corporate Services Manager (M W Staite), Minute  
Secretary (V M Gribble)

## 1 OPENING, APOLOGIES, WELCOME

The Chief Executive Mr P J Wylie welcomed the new Community Board to its first meeting and provided an explanation as per Local Government Act 2002, Part 1, Section 21 and referred to Board Members' obligations under the Local Government Official Information and Meetings Act, the Crimes Act and the Secret Commission Act.

## 2 COMMUNITY BOARD MEMBERS' DECLARATIONS

The Chief Executive then invited the Community Board Members to make declarations pursuant to the Local Government Act 2002 Schedule 7, Part 1, Section 14(3).

A copy of those declarations is attached to these minutes.

## 3 ELECTION OF CHAIRPERSON

Mr Wylie advised the Board that they needed to resolve the method of voting they would undertake in the election of a Chairperson and Deputy Chairperson.

**Moved P Hawkes/D Ogilvie**  
**MK07/11/01**

**THAT appointments of Chairperson and Deputy Chairman be by way of first past the post.**  
**CARRIED**

Mr Wylie called for nominations for the position of Chairperson of the Motueka Community Board.

**Moved D Eddy/P Hawkes**  
**MK07/11/02**

**THAT D J Ogilvie be elected Chairperson of the Motueka Community Board.**  
**CARRIED**

Mr Ogilvie assumed the chair.

#### **4 ELECTION OF DEPUTY CHAIRPERSON**

**Moved T Forde/P Hawkes  
MK07/11/03**

**THAT D Eddy be elected Deputy Chairperson of the Motueka Community Board.  
CARRIED**

#### **5 ADOPTION OF MODEL STANDING ORDERS FOR MEETINGS**

The agenda contained a report dated 5 November 2007 from the Chief Executive, recommending that the Community Board adopt NZS9202:2003 Model Standing Orders as amended.

**Moved P Hawkes/T Forde  
MK07/11/04**

**THAT NZS Model Standing Orders (NZS 9202:2003) be adopted subject to the incorporation of the following deletions, additions and amendments, namely:**

- a That NZS Standing Orders 2.5 Voting at Meetings incorporating Standing Order 2.5.1 and 2.5.2 be omitted and replaced by the following clauses:**

##### **2.5.1**

**The acts of a local authority must be done, and the questions before the local authority must be decided, at a meeting by:**

- a Vote; and;  
b the majority of members that are present and voting.**

##### **2.5.2**

**The Mayor or Chairperson or other person presiding at the meeting:**

- a Has a deliberative vote; and;  
b in the case of an equality of votes has a casting vote.**

- b Delete NZS Standing Order 2.10.1(1)(g) on Page 16 as by virtue of the Local Government Act 2002 Amendment Act 2004 the Council can now delegate power to a committee, or member or officer of the Council the power to issue warrants to enforcement officers.**

**c NZS Standing Orders 3.14.2**

As the proposed new Standing Orders provide for the Chairperson at any meeting to have a deliberative vote and, in case of equality of votes, a casting vote as well Standing Order 3.14.2 should be omitted and substituted by the following:

**3.14.2**

The Chairperson at any meeting has a deliberative vote and, in case of equality of votes, has a casting vote as well.

**d Appendix C Powers of the Chairperson on Page 43 (of NZS Standing Orders)**

'C6 Chairperson's voting' delete sentence under this heading and replace with:

"The Chairperson at any meeting has a deliberative vote and, in the case of equality of votes, has a casting vote as well."

**e That NZS Standing Orders 3.7.5 be amended to read:**

"A major item that is not on the agenda for a meeting may be dealt with at the meeting if:

- a) The local authority by resolution so decides; and
- b) The presiding member explains at the meeting at a time when it is open to the public:
  - a. The reason why the item is not on the agenda; and
  - b. The reason why the discussion of the item cannot be delayed until a subsequent meeting.

**CARRIED**

**6 ADOPTION OF COUNCILLORS' CODE OF CONDUCT**

The agenda contained a copy of the Councillors' Code of Conduct as adopted by Council on 21 October 2004. A Code of Conduct for members must be adopted pursuant to Schedule 7, Part 1, Clause 15 of the Local Government Act 2002.

**Moved P Hawkes/T Forde  
MK07/11/05**

**THAT the Councillors' Code of Conduct dated 21 October 2004 be adopted.  
CARRIED**

**Moved D Ogilvie/P Hawkes  
MK07/11/06**

**THAT it be recommended that 2.4 of Appendix Two of Code of Conduct be amended to include Community Board members to have a mileage claim of up to a maximum 1,000 kilometres per annum.**

**CARRIED**

T Forde noted that in the Code of Conduct it refers to Councillors declaring they will serve the whole District, whereas the Motueka Community Board members serve the Motueka Ward of the District.

**Moved D Ogilvie/P Hawkes  
MK07/11/07**

**THAT the three appendices to the Code of Conduct be approved.**

**CARRIED**

**7 ELECTED MEMBERS REMUNERATION AND RULES FOR EXPENSES AND ALLOWANCES POLICY**

The agenda contained a report on Elected Members Remuneration and Rules for Expenses and Allowances Policy.

**Moved T Forde/P Hawkes  
MK07/11/08**

**THAT the Motueka Community Board recommend to Council that Model G continues to be used as the basis for Councillor and Board member remuneration post 2007 Local Authority Elections.**

**CARRIED**

**8 DATE FOR FIRST ORDINARY COMMUNITY BOARD MEETING**

The date for the first ordinary Community Board meeting is Wednesday 14 November 2007, commencing at 3.00 pm at the Motueka Service Centre, 7 Hickmott Place, Motueka.

Mayor Kempthorne said he was looking forward to engaging with the Community Board and advised he will be regularly attending community board and association meetings throughout the year.

The meeting concluded at 12.51 pm.

Chair:

Date: