

ORDINARY MEETING
OF
MĀKARA/ŌHĀRIU COMMUNITY BOARD
AGENDA

Time: 7:00pm
Date: Thursday, 10 November 2022
Venue: **Mākara Community Hall**
366 Makara Road
Wellington

MEMBERSHIP

Christine Grace
Darren Hoskins
Mark Reed
Chris Renner
Wayne Rudd
Hamish Todd

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1. Meeting Conduct

1.1 Chief Infrastructure Officer's Welcome and Karakia

The Chief Infrastructure Officer will open the meeting with a karakia, and welcome those present.

Whakataka te hau ki te uru,	Cease oh winds of the west
Whakataka te hau ki te tonga.	and of the south
Kia mākinakina ki uta,	Let the bracing breezes flow,
Kia mātaratara ki tai.	over the land and the sea.
E hī ake ana te atākura.	Let the red-tipped dawn come
He tio, he huka, he hauhū.	with a sharpened edge, a touch of frost,
Tihei Mauri Ora!	a promise of a glorious day

At the appropriate time, the following karakia will be read to close the meeting.

Unuhia, unuhia, unuhia ki te uru tapu nui	Draw on, draw on
Kia wātea, kia māmā, te ngākau, te tinana,	Draw on the supreme sacredness
te wairua	To clear, to free the heart, the body
I te ara takatū	and the spirit of mankind
Koia rā e Rongo, whakairia ake ki runga	Oh Rongo, above (symbol of peace)
Kia wātea, kia wātea	Let this all be done in unity
Āe rā, kua wātea!	

1.2 Apologies

The Chief Infrastructure Officer will announce apologies received.

1.3 Address by the Mayor

The Mayor will address the Community Board Members-elect.

1.4 Declarations of Mākara/Ōhāriu Community Board Members-elect

The Chief Infrastructure Officer will invite community board members-elect to make their declarations, in the following order:

1. Christine Grace
2. Darren Hoskins
3. Mark Reed
4. Chris Renner
5. Wayne Rudd

1.5 General Explanation

The Chief Executive will provide a general explanation about the elected members' legal responsibilities under various pieces of legislation.

2. Reports

ELECTION OF CHAIR AND DEPUTY CHAIR

Kōrero taunaki | Summary of considerations

Purpose

1. This report to Mākara/Ōhāriu Community Board asks the Board to consider the election of a chair and deputy chair for the 2022-2025 triennium.

Strategic alignment with community wellbeing outcomes and priority areas

Aligns with the following strategies and priority areas:

- Sustainable, natural eco city
- People friendly, compact, safe and accessible capital city
- Innovative, inclusive and creative city
- Dynamic and sustainable economy
- Functioning, resilient and reliable three waters infrastructure
- Affordable, resilient and safe place to live
- Safe, resilient and reliable core transport infrastructure network
- Fit-for-purpose community, creative and cultural spaces
- Accelerating zero-carbon and waste-free transition
- Strong partnerships with mana whenua

Strategic alignment with priority objective areas from Long-term Plan 2021–2031

Relevant Previous decisions

There are no relevant previous decisions.

Significance

The decision is **rated low significance** in accordance with schedule 1 of the Council's Significance and Engagement Policy.

Financial considerations

- Nil Budgetary provision in Annual Plan / Long-term Plan Unbudgeted \$X

Risk

- Low Medium High Extreme

Author	Hedi Mueller, Senior Democracy Advisor
Authoriser	Jennifer Parker, Democracy Services Manager

Taunakitanga | Officers' Recommendations

Officers recommend the following motion

That Mākara/Ōhāriu Community Board:

1. Receive the information.

Following nominations for the position of chair:

That Mākara/Ōhāriu Community Board:

2. Appoint NAME as chair.

Following nominations for the position of deputy chair:

That Mākara/Ōhāriu Community Board:

3. Appoint NAME as deputy chair.
4. Note that the Board will consider rotating the deputy chair position and appointing another member as deputy chair after 12 months.

Whakarāpopoto | Executive Summary

2. Clause 37 of schedule 7 of the Local Government Act 2002 (LGA) requires the Board to elect one of its members to be chair. The appointment is made by resolution of the Board.
3. The appointment of a deputy chair is optional but recommended. In the event that the chair is absent or incapacitated for any reason, the deputy chair will act on behalf of the chair and fulfil duties of the chair. The appointment is made by resolution of the board.

Takenga mai | Background

Role of the chair

4. The chair of the Board is responsible for:
 - Ensuring that decisions of the Board are consistent with the powers delegated to it by Wellington City Council.
 - Conducting the business of the Board in an orderly way and in accordance with the Board's Standing Orders and any other legislation that might apply.
 - Acting as an official spokesperson for the Board on issues within its Terms of Reference and Delegations.

Role of the deputy chair

5. If the chair is absent or incapacitated, the deputy chair must perform all the responsibilities and duties of the chair and must preside at meetings where the chair is absent.

Kōrerorero | Discussion

Method of voting

6. First, the person presiding at the meeting will call for nominations for the position. There are no formal requirements for a nomination. Members may be nominated if they are not attending the meeting, but cannot vote.
7. If there is only one nomination, then the Board will vote on that nomination.
8. If there is more than one nomination, then the Boards Standing Orders (SO 2.6.1) require the following system ('System A' from clause 25 of schedule 7 LGA) to be used:
 - a. "There is a first round of voting for all candidates,
 - b. if no candidate is successful in that round there is a second round of voting from which the candidate with the fewest votes in the first round is excluded,
 - c. if no candidate is successful in the second round there is a third, and if necessary subsequent round of voting from which, each time, the candidate with the fewest votes in the previous round is excluded,
 - d. in any round of voting, if 2 or more candidates tie for the lowest number of votes, the person excluded from the next round is resolved by lot."
9. Following the appointment of the chair, the person presiding at the meeting will call for the chair to preside over the remainder of the meeting.
10. The term of office is for the remainder of the 2022-2025 triennium, unless the Board resolves otherwise.
11. For the 2019-2022 triennium, the Board considered the appointment of a new deputy chair every 12 months. The Board could choose to continue this practice.
12. The chair and deputy chair may terminate or have their office terminated by:
 - Resigning their position
 - A majority decision of the Board by resolution
 - Being no longer eligible to hold office

Kōwhiringa | Options

13. If the Board did not want to appoint a deputy chair, and the chair was absent for any particular meeting, then the members present at that meeting would need to elect one of the members present to preside at that meeting.

Whai whakaaro ki ngā whakataunga | Considerations for decision-making

Alignment with Council's strategies and policies

14. As a governance decision of the Board, there is no particular alignment with Council's strategies or policies arising from this decision.

Engagement and Consultation

15. As a governance decision of the Board, no engagement or consultation is required.

Implications for Māori

16. There are no particular implications for Māori arising from this decision.

Financial implications

17. Under the Local Government Members (2022/23) Determination 2022, the chair of the Board will be paid \$9,704 per annum and board members will be paid \$4,852 per annum. The Board does not have the power to give additional remuneration to the deputy chair.

Legal considerations

18. This decision fulfils the Boards obligations under clause 37 of schedule 7 of the LGA to appoint a chairperson.

Risks and mitigations

19. No significant risks have been identified with this decision.

Disability and accessibility impact

20. Should a chair, deputy chair, or any other member need any particular support to fulfil their roles due to disability or accessibility needs, then staff will work to ensure that support is provided.

Climate Change impact and considerations

21. As a governance decision of the Board, there are no particular climate change impacts or considerations.

Communications Plan

22. The appointment of the chair and deputy chair will be communicated through the Council's website.

Health and Safety Impact considered

23. There are no particular health and safety impacts stemming from this decision.

Ngā mahinga e whai ake nei | Next actions

24. Should the Board wish to consider the appointment of a new deputy chair in 12 months, then it will be added to the forward work programme of the Board.

Attachments

Nil

FIXING THE DATE AND TIME OF THE FIRST ORDINARY MEETING OF THE MĀKARA/ŌHĀRIU COMMUNITY BOARD FOR THE 2022-2025 TRIENNIUM

Kōrero taunaki | Summary of considerations

Purpose

1. This report to Mākara/Ōhāriu Community Board recommends the setting of the date and time for the first ordinary meeting of the 2022-2025 triennium.

Strategic alignment with community wellbeing outcomes and priority areas

Aligns with the following strategies and priority areas:

- | | |
|--|---|
| Strategic alignment with priority objective areas from Long-term Plan 2021–2031 | <input type="checkbox"/> Sustainable, natural eco city |
| | <input type="checkbox"/> People friendly, compact, safe and accessible capital city |
| | <input type="checkbox"/> Innovative, inclusive and creative city |
| | <input type="checkbox"/> Dynamic and sustainable economy |
| | <input type="checkbox"/> Functioning, resilient and reliable three waters infrastructure |
| | <input type="checkbox"/> Affordable, resilient and safe place to live |
| | <input type="checkbox"/> Safe, resilient and reliable core transport infrastructure network |
| | <input type="checkbox"/> Fit-for-purpose community, creative and cultural spaces |
| | <input type="checkbox"/> Accelerating zero-carbon and waste-free transition |
| | <input type="checkbox"/> Strong partnerships with mana whenua |

Relevant Previous decisions

There are no relevant previous decisions.

Significance

The decision is **rated low significance** in accordance with schedule 1 of the Council's Significance and Engagement Policy.

Financial considerations

- | | | |
|------------------------------|---|---|
| <input type="checkbox"/> Nil | <input checked="" type="checkbox"/> Budgetary provision in Annual Plan / Long-term Plan | <input type="checkbox"/> Unbudgeted \$X |
|------------------------------|---|---|

2. Meeting arrangements for the 2022-2025 triennium are provided for in the Long-term Plan.

Risk

- | | | | |
|---|---------------------------------|-------------------------------|----------------------------------|
| <input checked="" type="checkbox"/> Low | <input type="checkbox"/> Medium | <input type="checkbox"/> High | <input type="checkbox"/> Extreme |
|---|---------------------------------|-------------------------------|----------------------------------|

Author	Hedi Mueller, Senior Democracy Advisor
Authoriser	Jennifer Parker, Democracy Services Manager

Taunakitanga | Officers' Recommendations

Officers recommend the following motion

That Mākara/Ōhāriu Community Board:

- 1) Receive the information.
- 2) Agree that the first ordinary meeting of the Mākara/Ōhāriu Community Board be held at 7:00pm, 8 December 2022.

Whakarāpopoto | Executive Summary

3. This report asks the Board to agree to the date and time of its first meeting, noting that the meeting schedule for the remainder of the triennium is anticipated to be adopted at the first ordinary meeting of the Board.

Takenga mai | Background

4. Clause 21 of schedule 7 of the Local Government Act 2002 requires that the Board, at its inaugural meeting following a triennial general election, fix the date and time of the first ordinary meeting of the Board, or adopt a schedule of meetings.

Kōrerorero | Discussion

5. A report recommending a schedule of Board meeting dates for the remainder of the 2022-25 triennium will be submitted for adoption at the first ordinary meeting of the Board.

Kōwhiringa | Options

6. The Local Government Act requires that the Board set the dates of its first meeting. The Board can choose when this is.

Whai whakaaro ki ngā whakataunga | Considerations for decision-making

Alignment with Council's strategies and policies

7. Not applicable.

Engagement and Consultation

8. Not required.

Implications for Māori

9. Not applicable.

Financial implications

10. Not applicable.

Legal considerations

11. Council is required to abide by the Local Government Act 2002.

Risks and mitigations

12. Not applicable.

Disability and accessibility impact

13. Not applicable.

Climate Change impact and considerations

14. Not applicable.

Communications Plan

15. Once agreed, the meeting will be publicly notified in accordance with the Local Government Official Information and Meetings Act 1987.

Health and Safety Impact considered

16. Not applicable.

Ngā mahinga e whai ake nei | Next actions

17. Democracy Services will prepare a report for the first ordinary meeting of the Board, recommending the schedule of meeting dates for the 2022-2025 triennium.

Attachments

Nil