

These minutes are subject to confirmation at the next Community Board meeting to be held on 8th February 2016
HUTT CITY COUNCIL

PETONE COMMUNITY BOARD

Minutes of the Inaugural Meeting held in the Sacred Heart Parish Hall, Britannia Street,
Petone on
Monday 5 December 2016 commencing at 6.30pm

PRESENT: Mr M Branch Mr B Dyer
Mr M Fisher (Deputy Chair) Mr P Foese
Ms P Hanna (Chair) Ms K Yung
Cr T Lewis Cr M Lulich

APOLOGIES: There were no apologies.

IN ATTENDANCE: Mayor WR Wallace (part meeting)
Ms K Glanville, Senior Committee Advisor

PUBLIC BUSINESS

1. **APOLOGIES**

There were no apologies.

2. **STATUTORY DECLARATIONS**

Mayor Wallace welcomed the Board members and members of the community attending the meeting.

Mr M Branch, Mr B Dyer, Mr M Fisher, Mr P Foese, Ms P Hanna and Ms K Yung made their statutory declarations required by Clause 14, Schedule 7 of the Local Government Act 2002, which were witnessed by Mayor Ray Wallace.

Cr T Lewis and Cr M Lulich made the statutory declarations required by Clause 14, Schedule 7 of the Local Government Act 2002, which were witnessed by Mayor Ray Wallace.

3. ELECTION OF CHAIR AND DEPUTY CHAIR

a) System of Voting

RESOLVED:

Minute No. PCB 16501

"That System B contained in Clause 25, Schedule 7 of the Local Government Act 2002 be adopted as the system of voting for the election of the Chair and Deputy Chair, requiring the persons elected to receive the votes of a majority of the members present and voting."

b) Election of Chair

Mayor Wallace called for nominations for the Chair of the Petone Community Board. Mr Foasese nominated Ms Hanna for the position of Chair and Ms Yung seconded the motion. The Mayor called for any other nominations and as there were none he put the motion.

RESOLVED:

Minute No. PCB 16502

"That Ms Pam Hanna be elected as Chair of the Petone Community Board."

Ms Hanna assumed the Chair for the remainder of the meeting.

Ms Hanna thanked the Board members for their vote of confidence. She welcomed the new and returning Board members. She acknowledged the work undertaken by the previous Chair, Mr Fisher. She also acknowledged the work undertaken by the previous board members Mr Davidson, Mr Henderson and Mr Roberts. She said she looked forward to working with the other members on behalf of the community.

c) Election of Deputy Chair

The Chair called for nominations for the Deputy Chair of the Petone Community Board. The Chair nominated Mr Mike Fisher for the position of Deputy Chair and Cr Tui Lewis seconded the motion. The Chair called for any other nominations and as there were none she put the motion.

RESOLVED:

Minute No. PCB 16503

"That Mr Mike Fisher be elected Deputy Chair of the Petone Community Board."

4. PUBLIC COMMENT

RESOLVED:

Minute No. PCB 16504

"That Standing Order 38.2 be temporarily suspended for 10 minutes in order to allow members of the public to speak to matters not appearing on the agenda."

Speaking under public comment, **Mr Richard Cole** a resident of Korokoro, spoke in relation to the traffic lights to be installed at the intersection of Hutt Road and Petone Avenue by the K-Mart development. He expressed concern that the traffic lights would affect Korokoro residents exiting the area. He asked members to represent their community and investigate traffic matters in the Petone area.

Speaking under public comment, **Ms Karen Waterreus** spoke in relation to the closure of Britannia House, Petone. She advised that a public meeting to discuss saving the house would be held on Tuesday 6 December 2016 at 6.00pm.

5. **CONFLICT OF INTEREST DECLARATIONS**

There were no conflict of interest declarations.

6. **STATUTORY BRIEFING** (16/1315)

Report No. PCB2016/5/258 by the Solicitor

Mayor Wallace highlighted matters of particular relevance to members in respect of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987 and other laws.

RESOLVED:

Minute No. PCB 16505

"That the Board notes the legislative provisions affecting members."

7. **COMMITTEE ADVISOR'S REPORT** (16/1294)

Report No. PCB2016/5/56 by the Senior Committee Advisor

Members agreed to form a working group to investigate other means of advertising and report back to the Board.

RESOLVED:

Minute No. PCB 16506

"That the Board:

- (i) notes the information contained in the report;*
- (ii) approves that the venues for meetings of the Board as follows: Petone Library Building for 3 April 2017 and 4 September 2017 and Te Kakano Marae for 8 February 2017, 26 June 2017 and 6 November 2017;*
- (iii) approves that Board meetings will start at 6.30pm;*
- (iv) approves catering for the Board's 2016 meetings;*
- (v) approves that the Board's meetings are advertised in the Hutt News and on Council's website;*
- (vi) agrees to form a working group, with a membership of the Chair, Mr Dyer, Ms Yung and Cr Lewis, to investigate other means of advertising and report back to the Board;*
- (vii) agrees that presentations from the Jackson Street Programme and Greater Wellington Regional Council will be standard items of business on its agenda for its meetings; and*
- (viii) agrees to purchase two stalls at the Petone Rotary Fair to be held in February 2017 at a cost of approximately \$200.00 and the purchase of two tables at a cost of approximately \$20.00 each."*

8. **COMMUNITY BOARD DELEGATIONS AND FUNCTIONS** (16/1305)

Memorandum dated 22 November 2016 by the Senior Committee Advisor

The Chair outlined the changes to the Community Board Delegations and Functions.

RESOLVED:

Minute No. PCB 16507

"That the Board notes the delegations to community boards as approved by Council."

9. **APPOINTMENTS TO EXTERNAL ORGANISATIONS** (16/1300)

Memorandum dated 22 November 2016 by the Senior Committee Advisor

Ms Yung noted that it was important to contact external organisations that were interested in having a member on their group/organisation.

RESOLVED:

Minute No. PCB 16508

"That the Board agrees to defer the appointment of representatives to external organisations until its meeting to be held in February 2017."

10. **SCHEDULE OF MEETINGS 2017** (16/1302)

Memorandum dated 22 November 2016 by the Senior Committee Advisor

RESOLVED:

Minute No. PCB 16509

"That the Board:

(i) *approves the meeting dates for 2017 as follows:*

*Wednesday 8 February 2017;
Monday 3 April 2017;
Monday 26 June 2017;
Monday 4 September 2017; and
Monday 6 November 2017;*

(ii) *notes that the Chair will set dates for informal meetings of the Board as the need arises; and*

(iii) *delegates authority to the Chief Executive in consultation with the Board Chair to alter the date, time or venue of a meeting, or cancel a meeting, should circumstances require this."*

11. COMMUNITY ENGAGEMENT FUND 2016-2017 (16/1350)

Memorandum dated 28 November 2016 by the Community Advisor Funding and Community Contracts

The Chair noted that members had met informally to consider the applications as all the applications were for Christmas events and required consideration prior to the Board meeting. She advised the officer's report was to formally approve the three applications.

RESOLVED:

Minute No. PCB 16510

"That the Board:

- (i) *notes that the Community Engagement Fund closed on 10 November 2016 and three applications had been received;*
- (ii) *agrees retrospectively that the applications were considered according to the merits of the application criteria and priorities of the fund;*
- (iii) *approves retrospectively the application from Petone Baptist Church for \$2,500.00 towards the cost of hireage of equipment, advertising and printing associated with the Christmas In Bethlehem 2016 event;*
- (iv) *approves retrospectively the application from Te Huinga O Te Whanau Incorporated for \$1,250.00 towards the cost of purchase of technical equipment associated with their community hall in Petone subject to any outstanding annual returns required to be filed with the Charity Services;*
- (v) *approves retrospectively the application from Jackson Street Programme Incorporated for \$1,000.00 towards the cost of equipment hire for the Twilight Santa Parade;*
- (vi) *agrees that \$1,500.00 is available for a second round in 2017, with decisions to be made at its June 2017 meeting; and*
- (vii) *requests the recipients of the Petone Community Engagement fund be invited to attend a Board meeting in 2017 to introduce themselves, particularly to the newly elected members."*

12. **PETONE COMMUNITY BOARD'S SUBMISSION TO HUTT CITY COUNCIL'S PROPOSED CONTROL OF ALCOHOL IN PUBLIC PLACES BYLAW 2016** (16/1352)

Memorandum dated 28 November 2016 by the Senior Committee Advisor

The Senior Committee Advisor elaborated on the report.

Members agreed that Mr Fisher would speak on behalf of the Board at the Hearings Panel meeting on Friday 16 December 2016.

RESOLVED:

Minute No. PCB 16511

"That the Board:

- (i) notes that a submission in respect of Hutt City Council's Proposed Control of Alcohol in Public Places Bylaw 2016 requires the Board's retrospective endorsement; and*
- (ii) endorses its submission attached as Appendix 1 to the memorandum."*

13. **QUESTIONS**

There were no questions.

There being no further business the Chair declared the meeting closed at 7.22 pm.

Ms P Hanna
CHAIR

CONFIRMED as a true and correct record
Dated this 8th day of February 2017