

**These minutes are subject to confirmation at the next Ordinary meeting of the
Community Board to be held on 9th February 2017
HUTT CITY COUNCIL**

WAINUIOMATA COMMUNITY BOARD

Minutes of the Inaugural meeting held in the Wainuiomata Community Library,
Queen Street, Wainuiomata on
Wednesday 7 December 2016 commencing at 7.00pm

PRESENT:

| | |
|-------------------|-----------------|
| Cr C Barry | Cr J Briggs |
| Mr R Sinnott | Mr T Stallworth |
| Ms S Tuala-Le'afa | Mr G Tupou |
| Ms M Willard | |

APOLOGIES: Ms J Alexander

IN ATTENDANCE: Mayor WR Wallace (part meeting)
Cr M Cousins
Ms A Doornebosch, Committee Advisor

PUBLIC BUSINESS

Kaumatua, Mr Frank McDonald provided a karakia.

1. APOLOGIES

RESOLVED:

Minute No. WCB 16501

"That the apology from Ms Alexander be accepted and leave of absence be granted."

2. STATUTORY DECLARATIONS

Mayor Wallace hosted the Statutory Declaration Ceremony for Board members. He noted the diverse and welcoming culture within the Wainuiomata community and welcomed attendees to the ceremony.

Cr Campbell Barry, Cr Josh Briggs, Mr Terry Stallworth, Mr Richard Sinnott, Ms Sisi Tuala-Le'afa, Mr Gabriel Tupou and Ms Margaret Willard made the statutory declarations required by Clause 14, Schedule 7 of the Local Government Act 2002, which were witnessed by Mayor Wallace.

3. ELECTION OF CHAIR AND DEPUTY CHAIR

a) System of Voting

RESOLVED:

Minute No. WCB 16502

"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 people 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 Wainuiomata Community Board. Ms Tuala-Le'afa nominated Mr Sinnott for the position of Chair and Cr Briggs seconded the motion.

The Mayor called for any other nominations and as there were none he put the motion.

RESOLVED:

Minute No. WCB 16503

"That Mr Sinnott be elected Chair of the Wainuiomata Community Board."

Mr Sinnott assumed the Chair for the remainder of the meeting.

c) Election of Deputy Chair

The Chair called for nominations for the Deputy Chair of the Wainuiomata Community Board. Mr Stallworth nominated Mr Tupou for the position of Deputy Chair and Ms Willard seconded the motion.

The Chair called for any other nominations and as there were none he put the motion.

RESOLVED:

Minute No. WCB 16504

"That Mr Tupou be elected Deputy Chair of the Wainuiomata Community Board."

4. PUBLIC COMMENT

Comments are recorded under the item to which they relate.

5. CONFLICT OF INTEREST DECLARATIONS

Cr Briggs declared a conflict of interest in relation to item 10 Community Engagement Fund 2016-2019 in relation to the application from the Wainuiomata Boxing Club and took no part in discussion or voting on this matter.

Mr Tupou declared a conflict of interest in relation to item 10 Community Engagement Fund 2016-2019 in relation to the application from Sport Wainuiomata Incorporated Society and took no part in discussion or voting on this matter.

6. **STATUTORY BRIEFING** (16/1347)

Report No. WCB2016/5/263 by the Solicitor

Mayor Wallace elaborated on the report highlighting matters of particular relevance to members in respect of the Acts. He noted this ensured democratic decision making while acting in good faith on behalf of the community. He said he looked forward to working with members of the Board into the new triennium.

RESOLVED:

Minute No. WCB 16505

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

7. **COMMITTEE ADVISOR'S REPORT** (16/1206)

Report No. WCB2016/5/59 by the Committee Advisor

The Committee Advisor elaborated on the report.

Mr Stallworth noted the Community Library provided all necessary equipment and facilities for Board meetings, and considered they should continue at this venue.

The Chair highlighted the Board had used the Cake Kitchen in Wainuiomata for its catering during the last triennium. Members agreed that catering providers would be up to the Chairs discretion, with the intent to rotate caterers within the Wainuiomata area for the 2016-2019 triennium.

Mr Sinnott noted members would continue advertising Board meetings and events through the Board's Facebook page. Ms Willard suggested printing posters for display in the Library and other areas of the community. The Committee Advisor undertook to follow up if this was possible. Mr Tupou noted meetings were also advertised in the Community Hub timetable.

RESOLVED:

Minute No. WCB 16506

"That the Board confirms the venue for its meetings in 2017 will be the Wainuiomata Community Library, Queen Street, Wainuiomata and the meetings will start at 7pm."

RESOLVED:

Minute No. WCB 16507

"That the Board agrees to leave catering requirements to the discretion of the Chair, in consultation with the Committee Advisor on a meeting by meeting basis for its 2017 meetings."

RESOLVED:

Minute No. WCB 16508

"That the Board confirms advertising for its 2017 meetings will continue in the Wainuiomata News, the Hutt News, Council's website, the Board's Facebook page and via each member's contacts."

RESOLVED:**Minute No. WCB 16509***"That the Board:*

- (i) agrees that presentations from Greater Wellington Regional Council will be a standard item of business on its agenda for its meetings; and*
- (ii) that if there is no representation from Greater Wellington Regional Council the Committee Advisor will take any questions from these presentations and report back to members at the next Board meeting."*

RESOLVED:**Minute No. WCB 16510**

"That the Board agrees that an extraordinary meeting of the Wainuiomata Community Board will be held on Monday 19 December 2016 at 7pm in the Wainuiomata Community Library, for the purpose of hearing the statutory declaration by Ms Jodie Alexander."

8. COMMUNITY BOARD DELEGATIONS AND FUNCTIONS (16/1334)

Memorandum dated 25 November 2016 by the Senior Committee Advisor

The Committee Advisor noted the amendments to the Delegations. She highlighted the Board's Miscellaneous Administration budget now provided for activities of the Board, rather than operating expenses, to provide a broader use for this budget.

Cr Briggs thanked the Chair for taking up the discussions with the Chief Executive to allow this amendment.

RESOLVED:**Minute No. WCB 16511**

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

9. **SCHEDULE OF MEETINGS 2017** (16/1335)

Memorandum dated 25 November 2016 by the Committee Advisor

RESOLVED:

Minute No. WCB 16512

"That the Board:

(i) *agrees to hold its 2017 meetings commencing at 7pm, on:*

- *9 February 2017*
- *5 April 2017*
- *28 June 2017*
- *6 September 2017; and*
- *8 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."*

10. **COMMUNITY ENGAGEMENT FUND 2016-2017** (16/1355)

Memorandum dated 29 November 2016 by the Community Advisor Funding and Community Contracts

Speaking under public comment, **Mr Rob Cameron, representing Wainuiomata Boxing Club** noted the programme the Club had been pursuing for youth in Wainuiomata and endorsed their application for funding to the Community Engagement Fund.

Speaking under public comment, **Constable Aroha Morehu representing the New Zealand Police** highlighted the programme the Wainuiomata Boxing Club had been piloting for youth within the Wainuiomata community. She noted the New Zealand Police supported its application for funding to the Community Engagement Fund. She highlighted the benefits for young people in the community as a result of this project, and that with assistance it could be continued into 2017.

Cr Briggs noted the background work completed by Board members, and the use of the marking sheets provided by officers, and a pre-grading system. He said any funds not allocated would be carried over for the next allocation of funding. Members used an averaging system from these marking sheets to approve funding to applicants.

RESOLVED:

Minute No. WCB 16513

"That the Board:

- (i) notes that the Community Engagement Fund closed on 10 November 2016 and five applications had been received; and*
- (ii) agrees that the applications were considered according to the merits of the application criteria and priorities of the fund."*

RESOLVED:

Minute No. WCB 16514

"That the Board approves the application from the Wainuiomata Tennis Club for funding from the Community Engagement Fund for the sum of \$265 to purchase tennis racquets and tennis balls."

Cr Briggs declared a conflict of interest and took no part in discussion or voting on the matter below.

RESOLVED:

Minute No. WCB 16515

"That the Board approves the application from the Wainuiomata Boxing Club for funding from the Community Engagement fund for the sum of \$3,000 to purchase boxing equipment."

RESOLVED:

Minute No. WCB 16516

"That the Board approves the application from Wainuiomata Sportsville for funding from the Community Engagement fund for the sum of \$336 to purchase first aid kits."

RESOLVED:

Minute No. WCB 16517

"That the Board approves the application from Youth Inspire for funding from the Community Engagement Fund for the sum of \$1,000 to purchase jackets and t-shirts for staff and youth in the

community."

Mr Tupou declared a conflict of interest and took no part in discussion or voting on the matter below.

RESOLVED:

Minute No. WCB 16518

"That the Board approves the application from Sport Wainuiomata Incorporated Society for funding from the Community Engagement Fund for the sum of \$4,000 to purchase signs, portaloos, hire, printing and traffic management for the Triability Triathlon to be held on 18 March 2017."

11. QUESTIONS

There were no questions.

There being no further business the Chair declared the meeting closed at 8.25 pm.

Mr R Sinnott
CHAIR

**CONFIRMED as a true and correct record
Dated this 9th day of February 2017**