



EXTRAORDINARY EASTBOURNE COMMUNITY BOARD MEETING

16 November 2018

Order Paper for the meeting to be held in the
Council Chambers, 2nd Floor, 30 Laings Road, Lower Hutt,
on:

Thursday 22 November 2018 commencing at 7.15pm

Membership

Virginia Horrocks (Chair)
Robert Ashe (Deputy Chair)
Cr Tui Lewis
Anna Sutherland

Murray Gibbons
Liz Knight
Cr Michael Lulich

For the dates and times of Council Meetings please visit www.huttcity.govt.nz

COMMUNITY BOARDS – FUNCTIONS AND DELEGATIONS

This document records the delegation of Council functions, responsibilities, duties, and powers to Community Boards.

The Community Boards have been established under section 49 of the Local Government Act 2002 to represent, and act as an advocate for, the interests of their community.

The delegations are expressed in general terms. The delegations shall be exercised with proper regard for the Council's strategic direction, policies, plans, Standing Orders and its interpretation of its statutory obligations. The delegations are to be read together with the following propositions.

These delegations are based on the following principles:

- Issues relevant to a specific community should be decided as closely as possible to that community. Where an issue has city-wide implications, ie any effects of the decision cross a ward or community boundary or have consequences for the city as a whole, the matter will be decided by Council after seeking a recommendation from the relevant Community Board or (any ambiguity around the interpretation of "city-wide" will be determined by the Mayor and Chief Executive in consultation with the relevant Chair);
- Efficient decision-making should be paramount;
- Conflicts of interest should be avoided and risks minimised;
- To ensure processes are free from bias and pre-determination Community Boards should not adjudicate on issues on which they have advocated or wish to advocate to Council;
- Community Boards should proactively and constructively engage with residents on local matters that affect the community they represent and raise with Council issues raised with them by their community and advocate on behalf of their community.

These delegations:

- (a) do not delegate any function, duty or power which a statute (for example section 53(3) and clause 32(1) of Schedule 7 of the Local Government Act 2002) prohibits from being delegated;
- (b) are subject to and do not affect any delegation which the Council has already made or subsequently makes to any other committee, Council officer or other member of staff;
- (c) are subject to any other statutory requirements that may apply to a particular delegation;
- (d) are subject to any notice issued by the Council, from time to time, to a Community Board that a particular issue must be referred to Council for decision;

- (e) reflect that decisions with significant financial implications should be made by Council (or a committee with delegated authority);
- (f) promote centralisation of those functions where the appropriate expertise must be ensured; and
- (g) reflect that all statutory and legal requirements must be met.

DELEGATIONS

Decide:

- Naming new roads and alterations to street names (in the Community Board's area).
- Official naming of parks, reserves and sports grounds within the provisions of Council's Naming Policy. Note ¹
- Removal and/or planting of street trees within the provisions of Council's Operational Guide for Urban Forest Plan where a dispute arises that cannot be resolved at officer level. Note ²
- The granting of leases and licences in terms of Council policy to voluntary organisations for Council owned properties in their local area, for example, halls, but not including the granting of leases and licences to community houses and centres.
- The granting of rights-of-way and other easements over local purpose reserves and granting of leases or licences on local purpose reserves.
- The granting of leases and licences for new activities in terms of Council policy to community and commercial organisations over recreation reserves subject to the provisions of the Reserves Act 1977 and land managed as reserve subject to the provisions of the Local Government 2002, in their local area. (Note: renewal of existing leases and licences will be reported once a year to Council's City Development Committee).
- The allocation of funding from the Community Engagement Fund in accordance with Council's adopted guidelines.
- Expenditure of funds allocated by the Council to the Board from the Miscellaneous Budget to cover expenditure associated with the activities of the Board. The Chair to approve expenditure, in consultation with the Board, and forward appropriate documentation to the Committee Advisor for authorisation. Boards must not exceed their annual expenditure from the Miscellaneous Budget.

¹ This excludes sites that are considered high profile, significant on a city-wide basis due to their size and location, or where the site crosses ward or community boundaries.

² The Operational Guide for Urban Forest Plan is available from Council's Parks and Gardens Division.

- The allocation of funding for the training and development of Community Board or members, including formal training courses, attendance at seminars or attendance at relevant conferences.

Consider and make recommendations to Council on:

- Particular issues notified from time to time by Council to the Community Board.
- Roading issues considered by the Mayor and Chief Executive to be strategic due to their significance on a city-wide basis, including links to the State Highway, or where their effects cross ward or community boundaries.
- Parks, reserves and sports ground naming for sites that have a high profile, city-wide importance due to their size and location and/or cross ward or community boundaries.
- Representatives to any Council committee, subcommittee, subordinate decision-making body, working group, or ad hoc group on which a Community Board representative is required by Council.
- The setting, amending or revoking of speed limits in accordance with the *Hutt City Council Bylaw 2005 Speed Limits*, including the hearing of any submissions.

GENERAL FUNCTIONS

Provide their local community's input on:

- Council's Long Term Plan and/or Annual Plan.
- Council's policies, programmes (including the District Roading Programme) and bylaws.
- Changes or variations to the District Plan.
- Resource management issues which it believes are relevant to its local community, through advocacy.
- The disposal or acquisition of significant assets.
- Road safety including road safety education within its area.
- Any other issues a Board believes is relevant to its local area.
- Review Local Community Plans as required.

Reports may be prepared by the Board and presented to Council Committees, along with an officer's recommendation, for consideration.

Any submissions lodged by a Board or Committee require formal endorsement by way of resolution.

Co-ordinate with Council staff:

- Local community consultation on city-wide issues on which the Council has called for consultation.

Maintain:

- An overview of roadworks, water supply, sewerage, stormwater drainage, waste management and traffic management for its local area.
- An overview of parks, recreational facilities and community activities within its local area.

Develop:

- Community Response Plans in close consultation with the Wellington Region Emergency Management Office, emergency organisations, the community, residents' associations, other community groups, and local businesses. The Community Response Plans will be reviewed on an annual basis.

Grant:

- Local community awards.

Promote:

- Recreational facilities and opportunities in its area with a view to ensure maximum usage.
- Arts and crafts in its area.

Appoint:

- A liaison member or, where appropriate, representatives to ad hoc bodies, which are involved in community activities within the Board's area, on which a community representative is sought.

Endorse:

- Amendments to the Eastbourne Community Trust Deed (Eastbourne Community Board only).

EASTBOURNE

A STATEMENT OF BASIC PRINCIPLES

The Eastbourne Community Board, representing the people of Eastbourne;

Recognises that we are part of a community living in a unique environment,

Believes that we have been entrusted with the care of an environment which is a major asset of the Wellington region,

Desires to conserve and enhance this asset for the enjoyment of future generations of residents and visitors, and therefore;

Acknowledges and promotes the key characteristics of Eastbourne and the Bays as:

1. A community situated on the coast of Wellington harbour, bounded by the sea on the one side and on the other by bush-clad hills;
2. A community comprising a string of smaller communities, with residential areas of low-rise, low-density housing, interspersed with many trees;
3. A community in which the citizens care and respect each other's differences and right to quiet enjoyment of their surroundings;
4. A community where industry and commerce have developed without detriment to the natural environment;
5. A community where the arts are valued and where participation in theatre, painting, pottery, music, gardening and sports is actively fostered and encouraged ;
6. A community concerned for the welfare of the young and the old where the elderly may retire in dignity, where families have access to facilities to raise their children in an environment which promotes safety and well-being;
7. A community which values and encourages preservation of its heritage and history.

Further:

It is our stated intent that the recognition of these principles and acceptance of the key characteristics will underlie the activities which we as a community and board undertake, and that they will provide the criteria against which, and within which, any district plans, strategic plans or developmental or organisational initiatives may be assessed.

HUTT CITY COUNCIL

EASTBOURNE COMMUNITY BOARD

Extraordinary meeting to be held in the Council Chambers, 2nd Floor, 30 Laings Road,

Lower Hutt on

Thursday 22 November 2018 commencing at 7.15pm.

ORDER PAPER

PUBLIC BUSINESS

1. APOLOGIES

An apology has been received from Ms V Horrocks.

2. PUBLIC COMMENT

Generally up to 30 minutes is set aside for public comment (three minutes per speaker). Speakers may be asked questions on the matters they raise.

3. CONFLICT OF INTEREST DECLARATIONS

4. EASTBOURNE COMMUNITY BOARD COMMUNITY ENGAGEMENT FUND 2018-2019 (18/1786)

Memorandum dated 12 November 2018 by the Community Advisor -
Funding and Community Contracts

10

5. QUESTIONS

With reference to section 32 of Standing Orders, before putting a question a member shall endeavour to obtain the information. Questions shall be concise and in writing and handed to the Chair prior to the commencement of the meeting.

Our Reference 18/1786



TO: Chair and Members
Extraordinary Eastbourne Community Board Meeting

FROM: Debbie Hunter

DATE: 12 November 2018

SUBJECT: EASTBOURNE COMMUNITY BOARD COMMUNITY
ENGAGEMENT FUND 2018-2019

Recommendations

That the Board:

- (i) notes that the Community Engagement Fund closed on 5 October 2018 and four applications were received; and
- (ii) agrees that the applications are considered according to the merits of the application criteria and priorities of the fund.

Purpose of Memorandum

1. For the Board to assess the eligible Community Engagement Fund applications.

Background

2. Hutt City Council agreed through the Long Term Plan to contribute \$48,850.00 for 2018/2019 for the Community Board/Community Panel Community Engagement Fund.
3. This is for local activities and events that directly benefit the communities concerned.
4. By closing date four applications had been received under the Eastbourne Community Board Community Engagement Fund 2018/2019.

5. The applications are as follows:

No.	Organisation	Description	Project Cost	\$Request
1	Muritai Yacht Club Inc	Purchase of rescue boat clothing.	2,204.00	1,650.00
2	Muritai Tennis Club	Purchase of a club BBQ.	300.00	300.00
3	Eastbourne Lions Club	To build and install an autonomous solar/battery local low power radio station for Eastern bays.	2,600.00	700.00
4	Wellington Windsurfing Association Inc	Purchase of materials to construct a wooden loft mezzanine floor in a lockup room adjacent to the new skateboard ramp.	435.00	300.00
			Total Request	\$2,950.00

6. The Board has \$2,366.00 available to allocate. This funding needs to be fully allocated by 30 June 2019.

7. Eligible Community Engagement Fund applications presented in this round request a total of \$2,950.00.

Appendices

There are no appendices for this Memorandum.

Author: Debbie Hunter
Community Advisor - Funding and Community Contracts

Approved By: Melanie Laban
Divisional Manager, Community Projects and Relationships