



Te Kaunihera-ā-Rohe o Ngāmotu

New Plymouth District Council

AGENDA

WAITARA COMMUNITY BOARD

**Friday 7 August 2020
at 9am**

**Waitara Library & Service
Centre**

Chairperson:	Mr	Jonathan	Marshall
Deputy:	Mr	Joe	Rauner
	Mr	Trevor	Dodunski
	Mr	Andrew	Larsen
	Cr	Colin	Johnston

Community Boards

Role of community boards (s52 Local Government Act 2002)

- a) represent, and act as an advocate for, the interests of its community; and
- b) consider and report on matters referred by the council and other matters of interest
- c) maintain an overview of services provided by the council within the community; and
- d) prepare an annual submission to the council for expenditure within the community;
- e) communicate with community organisations and special interest groups within the community; and
- f) undertake any other responsibilities that are delegated to it by the territorial authority.

Addressing the community board

Requests for public forum and deputations need to be made at least one day prior to the meeting. The Chairperson has authority to approve or decline public comments and deputations in line with the standing order requirements.

Public Forum

Public Forums enable members of the public to bring matters to the attention of the committee which are not contained on the meeting agenda. The matters must relate to the meeting's terms of reference. Speakers can speak for up to 5 minutes, with no more than two speakers on behalf of one organisation.

Deputations

Deputations enable a person, group or organisation to speak to the meeting on matters contained on the agenda. An individual speaker can speak for up to 10 minutes. Where there are multiple speakers for one organisation, a total time limit of 15 minutes, for the entire deputation, applies.

Purpose of Local Government

The reports contained in this agenda address the requirements of the Local Government Act 2002 in relation to decision making. Unless otherwise stated, the recommended option outlined in each report meets the purpose of local government and:

- Promote the social, economic, environmental, and cultural well-being of communities in the present and for the future.
- Would not alter significantly the intended level of service provision for any significant activity undertaken by or on behalf of the Council, or transfer the ownership or control of a strategic asset to or from the Council.

END

HEALTH & SAFETY

APOLOGIES

CONFLICTS OF INTEREST

PUBLIC COMMENT

DEPUTATIONS

Lepperton Residents Association

COMMUNITY BOARD MINUTES

Recommendation

That the minutes of the Waitara Community Board dated 19 June 2020 and the proceedings of the said meetings, as previously circulated, be taken as read and confirmed as a true and correct record.

REPORTS

ITEMS FOR DECISION BY WAITARA COMMUNITY BOARD

- 1 Members Activity Report – Andrew Larsen

ITEMS FOR RECOMMENDATION TO COUNCIL

- 2 Charter for HMNZS Aotearoa
- 3 Adoption of Meeting Cycle for 2021

END

COMMUNITY BOARD ACTIVITY REPORT – ANDREW LARSEN

PURPOSE

1. This report advises of the community board activities of Andrew Larsen in the period to 30 July 2020

ACTIVITIES

Lepperton Residents Association

2. I, along with Colin Johnston, Jonathan Marshall and Jayne Tidbury-Ber attended a recent Lepperton Residents Association (LRA) Committee meeting. They have requested that the Waitara Community Board have a member on their association.

Recommendation:

That **[Name]** has been nominated to represent the Waitara Community Board on the Lepperton Residents Association.

Report Details

Prepared By:	Andrew Larsen
Team:	Waitara Community Board
Ward/Community:	North/Waitara
Date:	30 July 2020
File Reference:	ECM8336951

-----*End of Report*-----

CHARTER FOR HMNZS AOTEAROA

MATTER

1. The matter for consideration by the Council is approval of a Charter for the HMNZS AOTEAROA.

RECOMMENDATION FOR CONSIDERATION

That having considered all matters raised in the report the Council approve a Charter for the HMNZS Aotearoa.

STRATEGY & OPERATIONS COMMITTEE RECOMMENDATION

2. That having considered all matters raised in the report the Council approve a Charter for the HMNZS Aotearoa.

COMPLIANCE	
Significance	This matter is assessed as being of some importance.
Options	This report identifies and assesses the following reasonably practicable options for addressing the matter: <ol style="list-style-type: none"> 1. Approve a Charter 2. Not approve a Charter
Affected persons	The persons who are affected by or interested in this matter are citizens of the District and the Royal New Zealand Navy.
Recommendation	This report recommends option 1 for addressing the matter.
Long-Term Plan / Annual Plan Implications	No
Significant Policy and Plan Inconsistencies	No

EXECUTIVE SUMMARY

3. This report recommends the adoption of a Charter between the New Plymouth District Council and the HMNZS AOTEAROA.
 4. The recommendation formalises the Council's intention (resolution of April 2017) to enter into a Charter with the new Navy vessel following the decommissioning of the HMNZS ENDEAVOUR and the cessation of the previous Charter with that vessel.
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BACKGROUND

5. Following decommissioning of the HMNZS ENDEAVOUR, the Council's Charter with the vessel was discontinued. In 2017, the Royal New Zealand Navy advised they would be constructing a new ship (HMNZS AOTEAROA) which would provide a Maritime Sustainment Capability.
6. The Council subsequently accepted the Royal New Zealand Navy's invitation to be the home port for HMNZS AOTEAROA and approved the drafting of a new Charter to formalise the relationship and confer HMNZS AOTEAROA the Freedom of the District. This report presents the draft Charter for Council approval.

A Charter is a formal declaration

7. A Charter is a formal declaration of the relationship between the HMNZS AOTEAROA and the citizens, allowing the freedom to parade through the district "with drums beating, colours flying, and bayonets fixed". This most commonly occurs during a charter parade which allows citizens the opportunity to acknowledge appreciation for the vessels service to the country and recognise the support of families, friends and work colleagues that enable participants to deploy on operations.
8. It is usual for the granting of the Freedom of the District to be reciprocated by having Navy personnel attend the Mayor on official occasions.

Being the home port

9. The HMNZS ENDEAVOUR developed close relationships with local hapū and local schools. It is envisaged that the relationships will continue with HMNZS AOTEAROA.

NEXT STEPS

10. Initial planning is underway for HMNZS AOTEAROA's first visit to her home port, along with a Charter Parade and other formalities.

SIGNIFICANCE AND ENGAGEMENT

11. In accordance with the Council's Significance and Engagement Policy, this matter has been assessed as being of some importance because there is no impact on the Council's statutory purpose, obligations, duties and requirements. There are no financial implications or impacts on levels of service. The signing of a Charter is consistent with previous the previous Charter and the current Charter between the District and the City of New Plymouth Cadet Unit. Charter
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OPTIONS

12. There are two reasonably practicable options: approve a Charter or not approve a Charter. The following assessment relates to both options.

Financial and Resourcing Implications

13. There are no financial and resourcing implications associated with adopting a Charter. There may be some cost associated with hosting Civic Events and Functions when the HMNZS AOTEAROA is in port. These can be met from within the current Civic Functions budget.

Risk Analysis

14. There may be reputational risk if within the New Zealand Defence Force if the Council decides not to approve a Charter at this point in time.

Promotion or Achievement of Community Outcomes

15. Adoption of a Charter promotes the People community outcome by supporting our community.

Statutory Responsibilities

16. There are no statutory responsibilities relating to either option.

Consistency with Policies and Plans

17. Both options are consistent with the Council's policies and plans.

Participation by Māori

18. The HMNZS ENDEAVOUR developed a strong relationship with Ngāti te Whiti as the hapū with mana whenua over the Taranaki port area.
19. The Royal New Zealand Navy are working to formalise the relationship of HMNZS AOTEAROA with Ngāti te Whiti hapū, who carved the mauri (life force) and Symbol of Command for the ship.

Community Views and Preferences

20. The community have been supportive of previous visits of the HMNZS ENDEAVOUR. It is anticipated that the community will be supportive of continuing a Home Port relationships with the HMNZS AOTEAROA.
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Recommended Option

This report recommends option 1 – Approval of a Charter for addressing the matter.

APPENDICES

Appendix 1 Draft Charter (ECM 8316786)

Report Details

Prepared By: Julie Straka (Governance Lead)
Team: Governance
Approved By: Liam Hodgetts (Group Manager Strategy)
Ward/Community: District Wide
Date: 8 July 2020
File Reference: ECM 8308941

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Charter

HMNZS AOTEAROA

Whereas the Mayor, Councillors and Citizens of the District of New Plymouth, New Zealand have agreed to adopt HMNZS AOTEAROA

And whereas the Chief of Navy has agreed to such adoption

And whereas it is desired to place on record this close relationship between the District of New Plymouth and HMNZS AOTEAROA

Now therefore the Mayor and Councillors do confer upon the Officers and Ship’s Company of HMNZS AOTEAROA the right and privilege of marching with drums beating, band playing, colours flying, bayonets fixed and swords drawn through the streets of the District of New Plymouth when such processions are approved and mutually convenient

And do further respectfully and dutifully confer upon all those who serve or shall serve in HMNZS AOTEAROA all the rights and privileges of citizenship of the District of New Plymouth

And the said Mayor, Councillors and Citizens of the District of New Plymouth do hereby acknowledge the responsibilities accepted by their adoption of HMNZS AOTEAROA

And do hereby accept the honour of having the Officer’s and Ship’s Company of the said ship on parade for an inspection by His or Her Worship the Mayor on suitably mutually agreed occasions

And do hereby accept the further honour of having two Officers of HMNZS AOTEAROA when in New Plymouth, being in attendance in uniform upon His or Her Worship the Mayor of New Plymouth on all appropriate occasions.

The Common Seal of the New Plymouth District Council was hereto affixed Pursuant to a resolution of the Council on [insert date] 2020.

.....
Neil Holdom, Mayor

.....
Craig Stevenson, Chief Executive

ADOPTION OF MEETING CYCLE FOR 2021

PURPOSE

1. The matter for consideration by the Council is the adoption of ordinary meetings for Council, Committees and Community Boards for 2021.

RECOMMENDATION

That, having considered all matters raised in the report, the following meeting schedule be adopted:

	Strategy and Operations	Comm Bds	Te Huinga Taumatua	Finance, Audit & Risk	CCOs Committee	Strategic Projects	Council
January	26						
February		4-9	16	23		24	
March	9	18-23	30		31		2
April	20	29-30		6			13
May		3-4	11	18			25
June	1	10-15	22	29	23	16	
July	13	22-27					6
August	24		3	10			17
September		2-7	14	21	15	8	28
October	5	14-19	26				
November	16	25-30		2			9
December			7	14	8	1	21

STRATEGY & OPERATIONS COMMITTEE RECOMMENDATION

2. The Strategy & Operations Committee endorsed the officer's recommendation.

SIGNIFICANCE AND ENGAGEMENT

3. This matter has been assessed as being of some importance due to its administrative nature.
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DISCUSSION

4. Following the 2019 triennial election, the Mayor established a committee structure with a six weekly meeting cycle. This report presents the ordinary meeting dates for 2021 based on that structure.
5. At least one week of every school holidays remains clear of Council and committee meetings.
6. The Council have previously determined that Council and committee meetings will generally commence at 1pm. Unless a meeting falls on a statutory holiday, Community Board meeting times will be held as follows:

Clifton Community Board	Thursdays at 4pm
Waitara Community Board	Fridays at 9am
Kaitake Community Board	Mondays at 5pm
Inglewood Community Board	Tuesdays at 1.30pm

NEXT STEPS

7. Once approved, electronic meeting notices will be sent to elected members.
8. The Council can review its committee structure at any time. If changes require a new meeting schedule, Council officers will present a revised meeting schedule to the Council for adoption at the appropriate time.

FINANCIAL AND RESOURCING IMPLICATIONS

9. There are no financial or levels of service implications.

IMPLICATIONS ASSESSMENT

10. This report confirms that the matter concerned has no particular implications and has been dealt with in accordance with the Local Government Act 2002. Specifically:
 - Council staff have delegated authority for any decisions made;
 - Council staff have identified and assessed all reasonably practicable options for addressing the matter and considered the views and preferences of any interested or affected persons (including Māori), in proportion to the significance of the matter;
 - Council staff have considered how the matter will promote the social, economic, environmental, and cultural well-being of communities in the present and the future.
 - Unless stated above, any decisions made can be addressed through current funding under the Long-Term Plan and Annual Plan;
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- Any decisions made are consistent with the Council's plans and policies; and
 - No decisions have been made that would alter significantly the intended level of service provision for any significant activity undertaken by or on behalf of the Council, or would transfer the ownership or control of a strategic asset to or from the Council.

Report Details

Prepared By: Julie Straka (Governance Lead)
Team: Governance
Approved By: Liam Hodgetts (Group Manager Strategy)
Ward/Community: District Wide
Date: 22 June 2020
File Reference: ECM 8305288

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