



Te Kaunihera-ā-Rohe o Ngāmotu

**New Plymouth
District Council**

AGENDA

CLIFTON COMMUNITY BOARD

**Thursday, 6 August 2020
at 4pm**

Urenui Community Centre, Urenui

| | | | |
|-------------|----|---------|----------|
| Chairperson | Mr | Warren | Petersen |
| Members | Mr | Neville | Hagenson |
| | Ms | Tyla | Nickson |
| | Mr | Murray | Seamark |
| | Cr | Tony | Bedford |

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

1. Presentation by Bruce Waugh (Project Manager) NZTA and John McKeever Project Manager Consultant, BECA re Tongaporutu Speed Limits Consultation
2. Peter Terrill re Pohutakawa Trees on Ngakoti Street

DEPUTATIONS

None advised

COMMUNITY BOARD MINUTES

Recommendation

That the minutes of the Clifton Community Board (ECM8306191) dated 18 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 CLIFTON COMMUNITY BOARD

- 1 Election of Deputy Chairperson
- 2 Members Activity Report – Warren Petersen

ITEMS FOR RECOMMENDATION TO COUNCIL

- 3 Charter For HMSNZ Aotearoa
- 4 Adoption of Meeting Cycle for 2021

END

ELECTION OF DEPUTY CHAIRPERSON

MATTER

1. The matter for consideration by the Clifton Community Board is the selection of the voting system and election of a deputy chairperson.

RECOMMENDATION FOR CONSIDERATION

That, having considered all matters raised in the report:

- a) **Voting System A be used to elect the deputy chairperson of the Clifton Community Board; and**
- b) _____ **be elected deputy chairperson of the Clifton Community Board.**

| COMPLIANCE | |
|---|--|
| Significance | This matter is assessed as being of some importance |
| Options | <p>This report identifies and assesses the following reasonably practicable options for addressing the matter:</p> <p><u>Option 1</u></p> <ol style="list-style-type: none"> a) Voting System b) Board nominate their deputy chairperson <p><u>Option 2</u></p> <ol style="list-style-type: none"> a) Voting System B b) Board nominate their deputy chairperson |
| Affected Persons | The persons who are affected by or interested in this matter are the members of the Clifton Community Board. |
| Recommendation | <ol style="list-style-type: none"> a) This report recommends Voting System A. b) This report recommends Board members nominate their deputy chairperson |
| Long-Term Plan / Annual Plan Implications | Salary payments for the chairperson and members of the community boards have been budgeted for and are set by the Remuneration Authority. |

| COMPLIANCE | |
|---|----|
| Significant Policy and Plan Inconsistencies | No |

EXECUTIVE SUMMARY

2. In the absence of the chairperson, the deputy chairperson must preside at meetings.
3. The community board can decide whether or not they wish to appoint a deputy chairperson. If a deputy chairperson is appointed, the Local Government Act 2002 sets out the method of voting to be used to elect that person. When electing a deputy chairperson, the community board must first resolve which voting system to use.

Method of Voting System

4. The community board must resolve to use one of two voting systems when electing a deputy chairperson:

a) System A

A person is elected deputy chairperson if they receive the votes of a majority of the community board members present and voting.

Procedure

- i) There is a first round of voting for all candidates
- ii) 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; and
- iii) 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; and
- iv) 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.

b) System B

Requires that a person is elected if he or she receives more votes than any other candidate.

Procedure

- i) There is only 1 round of voting; and
-

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- ii) If 2 or more candidates tie for the most votes, the tie is resolved by lot.

SIGNIFICANCE AND ENGAGEMENT

5. In accordance with the Council's Significance and Engagement Policy, this matter has been assessed as being of some importance. The election of a deputy chairperson is an administrative matter.

IMPLICATIONS ASSESSMENT

6. 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 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;
 - Any decisions made will help meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses;
 - Unless stated above, any decisions made can be addressed through current funding under the Long-Term Plan and Annual Plan;
 - 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.

| |
|--|
| <p>Recommended Option</p> <p>This report recommends option 1 for addressing the matter.</p> |
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Report Details

| | |
|-----------------|--|
| Prepared By: | Jayne Tidbury-Beer (Community Relations Officer) |
| Team: | Governance |
| Approved By: | Julie Straka (Governance Lead) |
| Ward/Community: | North/Clifton |
| Date: | 29 July 2020 |
| File Reference: | ECM8336432 |

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

MEMBERS ACTIVITY REPORT – WARREN PETERSEN

PURPOSE

1. This report advises of the community board activities of Warren Petersen in the period to 29 July 2020.

ACTIVITIES

Mayor/Community Board Chairs meeting

2. A meeting held with the Mayor and Community Board Chairs. I raised a few concerns that have been addressed.

Service Requests

3. I have placed a few service requests that have all been done.
4. A timely reminder that when there is an issue with roads, reserves or any council-owned facilities anyone can place a service request (24/7) by ringing the Council on 06-7596060 or email enquiries@npdc.govt.nz and provide the necessary information to have the issue fixed.

Okau Road

5. Roading team have offered to work with me to address issues on the local rural roads. I am just waiting for a date and time to be sorted.

Meeting with NZTA

6. Looking forward to the NZTA presentation on Tongaporutu area. The Board will also be talking to them regarding the issue for pedestrians crossing SH3 in the Urenui Village.

Report Details

| | |
|-----------------|-------------------------------|
| Prepared By: | Warren Petersen (Chairperson) |
| Team: | Clifton Community Board |
| Ward/Community: | North/Clifton |
| Date: | 29 July 2020 |
| File Reference: | |

-----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.

| 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

2. This report recommends the adoption of a Charter between the New Plymouth District Council and the HMNZS AOTEAROA.
 3. 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

4. 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.
5. 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

6. 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.
7. 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

8. 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

9. 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

10. 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

11. 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

12. 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

13. 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

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

Statutory Responsibilities

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

Consistency with Policies and Plans

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

Participation by Māori

17. The HMNZS ENDEAVOUR developed a strong relationship with Ngāti te Whiti as the hapū with mana whenua over the Taranaki port area.
18. 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

19. 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

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

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 |

SIGNIFICANCE AND ENGAGEMENT

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

3. 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.
4. At least one week of every school holidays remains clear of Council and committee meetings.
5. 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

6. Once approved, electronic meeting notices will be sent to elected members.
7. 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

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

IMPLICATIONS ASSESSMENT

9. 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.
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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

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