MINUTES FOR THE INAUGURAL MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD HELD IN THE WAIMAKARIRI DISTRICT COUNCIL CHAMBERS, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA ON WEDNESDAY 30 OCTOBER 2019 AT 7PM.

PRESENT
J Gerard Q.S.O (Chair), D Lundy (Deputy Chair), K Barnett, R Brine, M Clarke, M Fleming, J Goldsworthy, M Harris, S Lewis, J Ward, A Wells and P Williams.

IN ATTENDANCE
D Gordon (The Mayor), J Palmer (Chief Executive), J Millward (Manager Finance and Business Support), K Rabe (Governance Advisor).

At the commencement of the meeting the Chief Executive took the Chair and welcomed the newly elected Board members and the members of the public to the inaugural meeting of the Rangiora-Ashley Community Board. A special word of welcome was given to the newly elected Mayor, Dan Gordon.

3 BOARD MEMBERS’ DECLARATIONS

The Chief Executive invited the Board members to read and sign declaration forms:

- Kirstyn Barnett Robbie Brine
- Murray Clarke Monique Fleming
- Jim Gerard Q.S.O Jason Goldsworthy
- Morris Harris Sarah Lewis
- Duncan Lundy Joan Ward
- Andrew Wells Paul Williams

1. APOLOGIES

There were no apologies.

2 CONFLICTS OF INTEREST

There were no conflicts of interest declared.

4 REPORTS

The Chief Executive informed the meeting of a proposed change to the order of the Agenda to enable the election of the Chair and Deputy Chair as the first order of business.

4.1 Appointment of Chairperson and Deputy Chairperson – K Rabe (Governance Advisor)

J Palmer spoke to the report and explained the process for the election of the Chair and Deputy Chair.

Moved: R Brine Seconded: M Clarke

THAT the Rangiora-Ashley Community Board:

(a) Receives Report No: 190723102979

(b) Resolves to call for nominations for Chairperson and Deputy Chairperson, and to use system (A) for voting in the event of more than one member being nominated.

CARRIED
The Chief Executive called for nominations for the position of Chairperson.

Moved: J Ward Seconded: S Lewis

THAT the Rangiora-Ashley Community Board:

(c) Appoints Board Member J Gerard as Chairperson of the Rangiora-Ashley Community Board to take immediate effect from 30 October 2019 until the end of the 2019-22 triennial term.

The Chief Executive, J Palmer then vacated the Chair in favour of the elected Chairperson, J Gerard.

J Gerard thanked the Board for electing him as Chair and looked forward to a year of cooperation for the betterment of the Rangiora-Ashley community.

J Gerard then called for nominations for the position of Deputy Chairperson.

Moved M Clarke Seconded: S Lewis

THAT the Rangiora-Ashley Community Board:

(a) Appoints Board Member D Lundy as Deputy Chairperson of the Rangiora-Ashley Community Board to take immediate effect from 30 October 2019 until the end of the 2019-22 triennial term.

4.2 Local Government Act - First Meeting following the Triennial General Election Requirements – J Palmer (Chief Executive)

J Palmer spoke to the report, highlighting the specific legislation as it relates to the members of the Rangiora-Ashley Community Board.

Moved: P Williams Seconded: J Goldsworthy

THAT the Rangiora-Ashley Community Board:

(a) Receives report No 190723103002.

(b) Receives the legislative material that has been circulated.

4.3 Code of Conduct and Standing Orders – S Nichols (Governance Manager)

J Palmer spoke to the report, noting that the Standing Orders and Code of Conduct from the previous Board were still operative. However both documents would be reviewed early in 2020 to incorporate changes suggested by previous Boards in relation to the makeup of the Code of Conduct Committee for Boards.

Moved: D Lundy Seconded: R Brine

THAT the Rangiora-Ashley Community Board:

(a) Receives report No. 191022147503.

(b) Receives the 2019 Elected Members Code of Conduct (Community Boards) document (Trim 190625089193).

(c) Receives the 2018 Community Board Standing Orders (Trim180124006310).

(d) Notes the Code of Conduct was currently being reviewed with discussions to occur with the Community Board in December 2019.
before an updated document would be presented to the Community Board for consideration in February 2020.

(e) **Notes** that the Standing Orders would be reviewed in the New Year with a report presented to the March 2020 Community Board meeting for consideration.

### 4.4 Meeting and Workshop Dates for 2019/20 – K Rabe (Governance Advisor)

K Rabe spoke to the report.

J Gerard noted that during the previous term the Board had met in other locations within the ward to encourage community participation, however the turnout had been poor.

K Barnett encouraged the Board to consider meeting in other communities when the agenda had items that would interest that community.

D Lundy commented that if the community was interested they would come to the meeting wherever it was being held.

K Barnett acknowledged that Rangiora was central and easy for the community to access, but felt that more could be done in the way of advertising if the Board also met at other locations. In her opinion, if the community was aware of meetings being held locally they would attend.

K Barnett also requested that meetings not be held on Tuesdays as this impacted on Councillors.

**Moved:** D Lundy  **Seconded:** M Harris

THAT the Rangiora-Ashley Community Board:

(a) **Receives** report No. 190723103038.

(b) **Resolves** to hold Community Board meetings at the Council Chambers at the Rangiora Service Centre, 215 High Street, Rangiora, commencing at 7.00pm, on the following dates:

- 13 November 2019
- 11 December 2019
- 12 February 2020
- 11 March
- 8 April
- 13 May
- 10 June
- 8 July
- 12 August
- 9 September
- 14 October
- 11 November
- 9 December 2020

### 5 MINUTES

#### 5.1 Minutes of the Rangiora-Ashley Community Board – 11 September 2019

Moved: K Barnett  **Seconded:** D Lundy

THAT the Rangiora-Ashley Community Board:
(a) **Receives** the Minutes of the Rangiora Community Board meeting held 11 September 2019.

6 **QUESTIONS UNDER STANDING ORDERS**

There were no questions under Standing Orders.

7 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

There was no urgent general business.

**NEXT MEETING**

The first ordinary meeting of the Rangiora-Ashley Community Board is scheduled for 7pm, Wednesday 13 November 2019 in the Council Chambers at the Rangiora Service Centre.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 7.26pm.

CONFIRMED

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Chairperson

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Date