



Hastings District Council

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OPEN

A G E N D A

HASTINGS DISTRICT RURAL COMMUNITY BOARD MEETING

Meeting Date: **Monday, 17 December 2018**

Time: **10.30am**

Venue: **Guilin Room
Ground Floor
Civic Administration Building
Lyndon Road East
Hastings**

Members	Chair: Mrs S Maxwell Mr N Dawson, Mr M Lester and Ms Lesley Wilson Councillors Kerr and Lyons
Officer Responsible	Group Manager: Asset Management – Craig Thew
Committee Secretary	Carolyn Hunt (Ext 5634)

Hastings District Rural Community Board – Terms of Reference

The Community Board is a separate entity to the Council. The role of the Community Board is set out in Section 52 of the Local Government Act 2002. The Council is authorised to delegate powers to the Community Board.

Membership (6 members)

The Board elects its own Chairman
4 Elected Community Board Members
1 Mohaka Ward Councillor
1 Kahuranaki Ward Councillor

Quorum – 4 members

DELEGATED POWERS

General

1. To maintain an overview of services provided by the Council within the Community Board's area.
2. To represent, and act as an advocate for, the interests of the community represented.
3. To consider and report on all matters referred to the Board by the Council, or any matter of interest or concern to the Community Board.
4. To communicate with community organisations and special interest groups within the community;
5. To undertake any other responsibilities that are delegated to it by the Council.
6. To appoint a member of the Community Board to organisations approved by the Council from time to time.

LONG TERM PLAN/ANNUAL PLAN/POLICY ISSUES

7. Authority to make a submission to the Long Term Plan/Annual Plan process on activities, service levels and expenditure (including capital works priorities) within the Board's area or to make a submission in relation to any policy matter which may have an effect within the Board's area.

ROADING AND TRAFFIC

8. Authority to exercise the Council's powers and functions in relation to roads within the Board's area under the following sections of the Local Government Act 1974:
 - Section 335 (vehicle crossings);
 - Section 344 (gates and cattle stops);
 - Section 355 (overhanging trees).
9. Authority to exercise the Council's statutory powers (including any relevant powers conferred by bylaw) over roads within the Board's area in respect of:
 - (i) Road user behaviour at intersections;
 - (ii) Controls on stopping or overtaking
 - (iii) Controls on turning
 - (iv) Pedestrian safety,
 - (v) Footpath maintenance and improvements.
 - (vi) Accident investigation studies, lighting and other safety works
10. For the avoidance of doubt, nothing in this delegation authorises a Community Board to deal with a matter, in the exercise of delegated authority, in a manner which is conflict with any policy or decision of the Council or any standing committee of the Council in relation to the same matter.

HASTINGS DISTRICT COUNCIL
HASTINGS DISTRICT RURAL COMMUNITY BOARD
MEETING

MONDAY, 17 DECEMBER 2018

VENUE: Guilin Room
Ground Floor
Civic Administration Building
Lyndon Road East
Hastings

TIME: 10.30am

A G E N D A

1. Apologies

At the close of the agenda no apologies had been received.

At the close of the agenda no requests for leave of absence had been received.

2. Conflict of Interest

Members need to be vigilant to stand aside from decision-making when a conflict arises between their role as a Member of the Council and any private or other external interest they might have. This note is provided as a reminder to Members to scan the agenda and assess their own private interests and identify where they may have a pecuniary or other conflict of interest, or where there may be perceptions of conflict of interest.

If a Member feels they do have a conflict of interest, they should publicly declare that at the start of the relevant item of business and withdraw from participating in the meeting. If a Member thinks they may have a conflict of interest, they can seek advice from the General Counsel or the Democratic Support Manager (preferably before the meeting).

It is noted that while Members can seek advice and discuss these matters, the final decision as to whether a conflict exists rests with the member.

3. Confirmation of Minutes

Minutes of the Hastings District Rural Community Board held Monday 3 December 2018.
(Previously circulated)

4.	Election of Deputy Chairperson	5
5.	Revised Terms of Reference - Hastings District Rural Community Board	7
6.	Appointment to Hastings District Rural Community Board	9
7.	Additional Business Items	
8.	Extraordinary Business Items	

REPORT TO: HASTINGS DISTRICT RURAL COMMUNITY BOARD

MEETING DATE: MONDAY 17 DECEMBER 2018

**FROM: DEMOCRATIC SUPPORT MANAGER
JACKIE EVANS**

SUBJECT: ELECTION OF DEPUTY CHAIRPERSON

1.0 SUMMARY

- 1.1 The purpose of this report is for the Chair to call for nominations to elect a Deputy Chairperson for the Hastings District Rural Community Board.
- 1.2 That a member of the Hastings District Rural Community Board be appointed as Deputy Chair.

2.0 RECOMMENDATION

- A) That the report of the Democratic Support Manager titled “Election of Deputy Chairperson” dated 17/12/2018 be received.
- B) That _____ be appointed as Deputy Chairperson of the Hastings District Community Board from 17 December 2018 through to October 2019.

Attachments:

There are no attachments for this report.

REPORT TO: HASTINGS DISTRICT RURAL COMMUNITY BOARD

MEETING DATE: MONDAY 17 DECEMBER 2018

**FROM: DEMOCRATIC SUPPORT MANAGER
JACKIE EVANS**

**SUBJECT: REVISED TERMS OF REFERENCE - HASTINGS DISTRICT
RURAL COMMUNITY BOARD**

1.0 SUMMARY

1.1 The purpose of this report is to recommend to the Board that the Terms of Reference for the Hastings District Rural Community Board be amended to include the appointment of a standing Deputy Chair for the Board, as set out in the previous agenda item.

2.0 RECOMMENDATIONS AND REASONS

- A) That the report of the Democratic Support Manager titled “Revised Terms of Reference - Hastings District Rural Community Board” dated 17/12/2018 be received.**
- B) That Council adopt the revised Terms of Reference for the Hastings District Rural Community Board.**
- C) That the Hastings District Council Committees and Rural Community Board Delegations Register be amended to include the amended Terms of Reference for the Hastings District Rural Community Board (CG-08-9-18-291).**

Attachments:

- 1 Revised Terms of Reference - Hastings District Rural Community Board CG-14-26-00085

**Revised Terms of Reference
Hastings District Rural Community Board Meeting – 17 December 2018**

HASTINGS DISTRICT RURAL COMMUNITY BOARD

Hastings District Rural Community Board

The Community Board is a separate entity to the Council. The role of the Community Board is set out in Section 52 of the Local Government Act 2002. The Council is authorised to delegate powers to the Community Board.

Membership (6 members)

Chair elected by the Board

Deputy Chair (elected by the Board)

4 Elected Community Board Members

1 Mohaka Ward Councillor

1 Kahuranaki Ward Councillors

Quorum – 4 members

DELEGATED POWERS

General

1. To maintain an overview of services provided by the Council within the Community Board's area.
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Long Term Plan/Annual Plan/Policy Issues

7. Authority to make a submission to the Long Term Plan/Annual Plan process on activities, service levels and expenditure (including capital works priorities) within the Board's area or to make a submission in relation to any policy matter which may have an effect within the Board's area.

Roading and Traffic

8. Authority to exercise the Council's powers and functions in relation to roads within the Board's area under the following sections of the Local Government Act 1974:
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 - (iii) Controls on turning
 - (iv) Pedestrian safety
 - (v) Footpath maintenance and improvements
 - (vi) Accident investigation studies, lighting and other safety works
10. For the avoidance of doubt, nothing in this delegation authorises a Community Board to deal with a matter, in the exercise of delegated authority, in a manner which is conflict with any policy or decision of the Council or any standing committee of the Council in relation to the same matter.

REPORT TO: HASTINGS DISTRICT RURAL COMMUNITY BOARD

MEETING DATE: MONDAY 17 DECEMBER 2018

**FROM: THE ELECTORAL OFFICER
JACKIE EVANS**

**SUBJECT: APPOINTMENT TO HASTINGS DISTRICT RURAL
COMMUNITY BOARD**

1.0 SUMMARY

- 1.1 The purpose of this report is to confirm the appointment of Ms Lesley Wilson to the Hastings District Rural Community Board to fill the extraordinary vacancy on the Board following the resignation of the Chair and elected member for the Maraekakaho Subdivision.
- 1.2 This issue arises from the resignation of Peter Kay from the Board on 28 October 2018.
- 1.3 The Council is required to give effect to the purpose of local government as prescribed by Section 10 of the Local Government Act 2002. That purpose is to 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. Good quality means infrastructure, services and performance that are efficient and effective and appropriate to present and anticipated future circumstances.
- 1.4 The objective of this decision relevant to the purpose of Local Government is to ensure effective governance arrangements on its Council, Committees and Community Board.
- 1.5 This report concludes by asking the Rural Community Board to confirm the decision to appoint Ms Lesley Wilson to the Board.

2.0 BACKGROUND

- 2.1 On 28 October 2018 Peter Kay resigned his seat as elected member for the Maraekakaho Subdivision and Chair of the Rural Community Board, creating an extraordinary vacancy on the Board.
- 2.3 At its meeting on 3 December 2018 resolved to elect Mrs S Maxwell as Chair and to fill the extraordinary vacancy pursuant to Sections 117 and 118 of the Local Electoral Act 2001.

3.0 CURRENT SITUATION

- 3.1 On 8 December 2018, the resolution of the Hastings District Rural Community Board to appoint Ms Lesley Wilson, the criteria used and the reasons for making the appointment was publicly notified in Hawke's Bay today and on the Council website.
- 3.2 In accordance with section 117(3) of the local Electoral Act 2001, the Board is required to confirm its decision to appoint Ms Lesley Wilson to the Board.

4.0 SIGNIFICANCE AND ENGAGEMENT

- 4.1 The appointment to an extraordinary vacancy to the Rural Community Board does not trigger the thresholds within the Council's Significance and Engagement Policy.

5.0 RECOMMENDATIONS AND REASONS

- A) That the report of the The Electoral Officer titled "Appointment to Hastings District Rural Community Board" dated 17/12/2018 be received.**
- B) That pursuant to s117(3) of the local Electoral Act 2001, the appointment of Ms Lesley Wilson to the Hastings District Rural Community Board until 12 October 2018 be confirmed.**

Attachments:

There are no attachments for this report.