



Order Paper for the first meeting
following the election of the

WANAKA COMMUNITY BOARD

to be held on

Wednesday, 2 November 2016

commencing at 1.30pm

In the Armstrong Room,
Lake Wanaka Centre, Wanaka

Agenda for the first meeting of the Wanaka Community Board following the 2016 triennial Local Government Elections to be held in the Armstrong Room, Lake Wanaka Centre, Ardmore Street, Wanaka on Wednesday 2 November 2016 commencing at 1.30pm.

Item	Page Number	Report Title
		Welcome by the Chief Executive
		Attendance and Apologies
1.	Page 3	The Making and Attesting of Declarations Pursuant to Schedule 7, Clause 14 and Schedule 7, Clause 21(5)(a) of the Local Government Act 2002.
2.	Page 12	Election of Chairperson and Deputy Chairperson Pursuant to Schedule 7, Clause 21(5)(b) and 21(5)(e) of the Local Government Act 2002.
3.	Page 14	Legal Responsibilities Schedule 7, Clause 21(5)(c) of the Local Government Act 2002 information from Simpson Grierson, the Council's legal counsel is attached which provides a general explanation of the Local Government Official Information and Meetings Act 1987 and other laws affecting members.
4.		First Ordinary Wanaka Community Board meeting The fixing of the date and time of the first meeting of the Wanaka Community or the adoption of a schedule of meetings pursuant to Schedule 7 Clause 21(5)(c) of the Local Government Act 2002. Recommendation: That the first ordinary meeting of the Wanaka Community Board take place on Wednesday 16 November 2016 in the Lake Wanaka Centre beginning at 10.00am.
5.		Meeting Schedule The Council will adopt a meeting schedule for 2017 before the end of the year. A six-weekly meeting cycle containing standing committees with a full Council meeting at the end each cycle is being proposed. The meeting schedule will recommend dates for Wanaka Community Board meetings within this cycle. In the interim, it is suggested that the Board agree to schedule a December meeting which will bridge the period before the schedule commences.

Item	Page Number	Report Title
		Recommendation: That an ordinary meeting of the Wanaka Community Board take place on Wednesday, 14 December 2016 beginning at 10.00am.

**Wanaka Community Board
2 November 2016**

Report for Agenda Item: 1

Department: Chief Executive's Office

The Making and Attesting of Declarations

Clause 14, Schedule 7 of the Local Government Act 2002 states the following:

Declaration by member

- (1) A person may not act as a member of a local authority until—
 - (a) that person has, at a meeting of the local authority following the election of that person, made an oral declaration in the form set out in subclause (3); and
 - (b) a written version of the declaration has been attested as provided under subclause (2).

- (2) The written declaration must be signed by the member and witnessed by—
 - (a) the chairperson; or
 - (b) the mayor; or
 - (c) a member of the local authority; or
 - (d) the chief executive of the local authority; or
 - (e) in the absence of the chief executive, some other officer appointed by the chief executive.

- (3) The form of the declaration must consist of the following elements:

Declaration by mayor or chairperson or member

"I, [NAME], declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of [*region or district*], the powers, authorities, and duties vested in, or imposed upon, me as [*mayor or chairperson or member*] of the [*local authority*] by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at [*place*] this [*number*] day of [*month*] [*year*]

Signature:

Signed in the presence of:

[*mayor or chairperson or member or chief executive of local authority*]"

The following pages contain the declarations in the order in which they will be taken. Members will be asked to proceed to the front of the room and read aloud the text on the attached. The Chief Executive will witness the declarations. Individual copies with the Council's seal will be provided for reading and signing at the meeting.

Prepared by:

A handwritten signature in black ink, appearing to be 'Mike Theelen', with a long horizontal stroke extending to the right.

Mike Theelen
Chief Executive

28/10/2016



**DECLARATION BY MEMBER OF THE
WANAKA COMMUNITY BOARD**

I, **Rachel Ann Brown**, declare that I will faithfully and impartially, and according to the best of my skill and judgement, execute and perform, in the best interests of the Wanaka Ward of the Queenstown Lakes District, the powers, authorities, and duties vested in or imposed upon me as member of the Wanaka Community Board by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at Wanaka this 2nd day of November, 2016.

Signature

Signed in the Presence of



**DECLARATION BY MEMBER OF THE
WANAKA COMMUNITY BOARD**

I, **Ruth Harrison**, declare that I will faithfully and impartially, and according to the best of my skill and judgement, execute and perform, in the best interests of the Wanaka Ward of the Queenstown Lakes District, the powers, authorities, and duties vested in or imposed upon me as member of the Wanaka Community Board by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at Wanaka this 2nd day of November, 2016.

Signature

Signed in the Presence of



**DECLARATION BY MEMBER OF THE
WANAKA COMMUNITY BOARD**

I, **Ella Susanne Lawton**, declare that I will faithfully and impartially, and according to the best of my skill and judgement, execute and perform, in the best interests of the Wanaka Ward of the Queenstown Lakes District, the powers, authorities, and duties vested in or imposed upon me as member of the Wanaka Community Board by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at Wanaka this 2nd day of November, 2016.

Signature

Signed in the Presence of



**DECLARATION BY MEMBER OF THE
WANAKA COMMUNITY BOARD**

I, **Calum Lewis MacDonald MacLeod**, declare that I will faithfully and impartially, and according to the best of my skill and judgement, execute and perform, in the best interests of the Wanaka Ward of the Queenstown Lakes District, the powers, authorities, and duties vested in or imposed upon me as member of the Wanaka Community Board by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at Wanaka this 2nd day of November, 2016.

Signature

Signed in the Presence of



**DECLARATION BY MEMBER OF THE
WANAKA COMMUNITY BOARD**

I, **Ross William McRobie**, declare that I will faithfully and impartially, and according to the best of my skill and judgement, execute and perform, in the best interests of the Wanaka Ward of the Queenstown Lakes District, the powers, authorities, and duties vested in or imposed upon me as member of the Wanaka Community Board by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at Wanaka this 2nd day of November, 2016.

Signature

Signed in the Presence of



**DECLARATION BY MEMBER OF THE
WANAKA COMMUNITY BOARD**

I, **Quentin Clifford Smith**, declare that I will faithfully and impartially, and according to the best of my skill and judgement, execute and perform, in the best interests of the Wanaka Ward of the Queenstown Lakes District, the powers, authorities, and duties vested in or imposed upon me as member of the Wanaka Community Board by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at Wanaka this 2nd day of November, 2016.

Signature

Signed in the Presence of



**DECLARATION BY MEMBER OF THE
WANAKA COMMUNITY BOARD**

I, **Edward Richard Miles Taylor**, declare that I will faithfully and impartially, and according to the best of my skill and judgement, execute and perform, in the best interests of the Wanaka Ward of the Queenstown Lakes District, the powers, authorities, and duties vested in or imposed upon me as member of the Wanaka Community Board by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at Wanaka this 2nd day of November, 2016.

Signature

Signed in the Presence of

**Wanaka Community Board
2 November 2016**

Report for Agenda Item: 2

Department: Chief Executive's Office

Election of Wanaka Community Board Chair

Background

Clause 25, Schedule 7 of the Local Government Act 2002 stipulates that local authorities must determine by resolution which voting system they will use for the election or appointment of Deputy Mayor, Chairperson or Deputy Chairpersons of committees, and the election or appointment of representatives of a local authority.

The two systems are as follows:

System A

- (a) Requires that a person is elected or appointed if he or she receives the votes of a majority of the members of the local authority or committee present and voting; and
- (b) Has the following characteristics:
 - (i) there is a first round of voting for all candidates; and
 - (ii) if no candidate is successful in the 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.

System B

- (a) Requires that a person is elected or appointed if he or she receives more votes than any other candidate; and
- (b) Has the following characteristics:
 - (i) there is only 1 round of voting ; and
 - (ii) if 2 or more candidates tie for the most votes, the tie is resolved by lot.

Recommendation

That the Wanaka Community Board:

1. **Adopt** a voting option for the election of Chairperson and Deputy Chairperson.
2. **Elect** the Chairperson and Deputy Chairperson using the selected voting option.

Prepared by:

A handwritten signature in black ink, appearing to be 'Mike Theelen', with a long horizontal stroke extending to the right.

Mike Theelen
Chief Executive

28/10/2016

**Wanaka Community Board
2 November 2016**

Report for Agenda Item: 3

Department: Chief Executive's Office

Legal Responsibilities

Background

Clause 21, Schedule 7 of the Local Government Act 2002 requires a general explanation to be given or arranged by the chief executive of the Local Government and Official Information and Meetings Act 1987, the Local Authorities (Members' Interests) Act 1968, Crimes Act 1961, the Secret Commissions Act 1910 and the Financial Markets Conduct Act.

A package of material prepared by Simpson Grierson which summarises key statutory provisions was presented as part of the elected members' induction programme and has been circulated to Board members. I am available to respond to any questions on this material or to seek further clarification if members wish to raise any queries.

Recommendation

That the Wanaka Community Board:

1. **Note** the report.

Prepared by:



Mike Theelen
Chief Executive

28/10/2016