

## West Harbour Community Board MINUTES

---

Minutes of the Inaugural meeting of the West Harbour Community Board, held in the Clifford Skeggs Gallery, Municipal Chambers, The Octagon, Dunedin on Wednesday 02 November 2022, commencing at 3.30 pm

### PRESENT

<b>Chairperson</b>	Angela McErlane	
<b>Deputy Chairperson</b>	Kristina Goldsmith	
<b>Members</b>	Barbara Anderson	Duncan Eddy
	Jarrold Hodson	Cr Mandy Mayhem
	Wayne Sefton	

**IN ATTENDANCE** Sandy Graham (Chief Executive Officer) and Dave Ward (Group Manager, 3 Waters)

**Governance Support Officer** Wendy Collard

---

### 1 APOLOGIES

There were no apologies.

### 2 CONFIRMATION OF AGENDA

The agenda for the meeting was noted.

### PART A REPORTS

### 3 WELCOME BY THE CHIEF EXECUTIVE OFFICER, SANDY GRAHAM

The Chief Executive Officer (Sandy Graham) welcomed all to the meeting and provided an introduction to the formal swearing of members.

#### 4 DECLARATIONS BY MEMBERS

Members made and attested their declarations as required by Schedule 7, Clause 14 of the Local Government Act 2002.

#### 5 VOTING PROCEDURE FOR APPOINTMENT OF CHAIRPERSON AND DEPUTY CHAIRPERSON

A report from Civic advised that voting for appointments such as Board Chairperson and Deputy Chairperson of a Community Board was to be carried out in accordance with Schedule 7, Clauses 25(2) and (3) of the Local Government Act 2002 Amendment 2004.

Moved (Barbara Anderson/Kristina Goldsmith):

That the Board:

- a) **Adopts** STV (System A) as the voting method for the appointment of Chairperson and Deputy Chairperson.

**Motion carried (WHCB/2022/030)**

#### 6 ELECTION OF CHAIRPERSON AND DEPUTY CHAIRPERSON

The Chief Executive called for nomination for the role of Chairperson.

Moved (Kristina Goldsmith/Duncan Eddy):

That the Board:

**Appoints** Angela McErlane as the Chairperson

Moved (Barbara Anderson/Kristina Goldsmith)

That the Board:

**Appoints** Barbara Anderson as the Chairperson

Moved (Jarrod Hodson/Kristina Goldsmith)

That the Board:

**Appoints** Duncan Eddy as the Chairperson

The Board voted by secret ballot.

On the first round, Duncan Eddy was excluded.

On the second round, Barbara Anderson was excluded and Angela McErlane was declared the Chairperson.

**Motion carried (WHCB/2022/031)**

The Chairperson assumed the chair and called for nominations for the Deputy Chairperson

### **Deputy Chairperson**

Moved (Angela McErlane/Wayne Sefton):

That the Board:

**Appoints** Kristina Goldsmith as the Deputy Chairperson.

Moved (Jarrod Hodson/Kristina Goldsmith)

That the Board:

**Appoints** Duncan Eddy as the Deputy Chairperson

Following the vote by secret ballot, Kristina Goldsmith was declared the Deputy Chairperson.

**Motion carried (WHCB/2022/032)**

## **7 ACKNOWLEDGEMENT OF RETIRING MEMBERS**

The Board acknowledged the services given by Francisca Griffin and Jacqueline Ruston during their terms in office.

The Chairperson thanked Francisca Griffin for her contribution, passion and service to the West Harbour Community during her six years on the Board.

The Chairperson invited Francisca Griffin to the table and she spoke of her time on the West Harbour Community Board.

Moved (Angela McErlane/Barbara Anderson):

That the Board:

- a) **Records** its sincere thanks to Francisca Griffin for the loyal and conscientious service given to the Dunedin community as a member of the West Harbour Community Board for the 6-year period 2016 to 2022.
- b) **Extends** its sincere appreciation for the services rendered and every good wish for the future.

**Motion carried (WHCB/2022/033)**

The Chairperson paid tribute to the work undertaken by Jacque Ruston over the past three years.

Moved (Angela McErlane/Duncan Eddy):

That the Board:

- a) **Records** its sincere thanks to Jacqueline Ruston for the loyal and conscientious service given to the Dunedin community as a member of the West Harbour Community Board for the 3-year period 2019 to 2022.

- b) **Extends** its sincere appreciation for the services rendered and every good wish for the future.

**Motion carried (WHCB/2022/034)**

## **8 MEETING SCHEDULE**

A report from Civic requested that the Board give consideration to the date of the next West Harbour Community Board meeting, which is proposed for Wednesday 7 December 2022 commencing at 4.00 pm to be held in the Rolfe Room.

Moved (Angela McErlane/Kristina Goldsmith):

That the Board:

- a) **Confirms** that its next meeting will be held on 7 December 2022 commencing at 5.30 pm.
- b) **Notes** that the meeting schedule for 2023 will be considered by the Board at the meeting of 7 December 2022.

**Motion carried (WHCB/2022/035)**

## **9 LOCAL GOVERNMENT LEGISLATION - BRIEFING FOR THE INAUGURAL COMMUNITY BOARD MEETING**

A report from Civic provided a general explanation of the following legislation as required by clause 21 of Schedule 7 of the Local Government Act 2002:

- a) The Local Government Official Information and Meetings Act 1987;
- b) The Local Authorities (Members' Interests) Act 1968;
- c) Sections 99, 105 and 105A of the Crimes Act 1961;
- d) The Secret Commissions Act 1910; and
- e) The Financial Markets Conduct Act 2013.

Moved (Angela McErlane/Duncan Eddy):

That the Board:

- a) **Notes** the advice regarding key legislation that applies to members of Council, its Committees and Community Boards.

**Motion carried (WHCB/2022/036)**

The meeting concluded at 4.00 pm.

.....  
**CHAIRPERSON**