

**MINUTES OF A MEETING OF THE  
VINCENT COMMUNITY BOARD  
HELD IN THE NGĀ HAU E WHĀ, WILLIAM FRASER BUILDING, 1 DUNORLING STREET,  
ALEXANDRA  
AND LIVE STEAMED VIA MICROSOFT TEAMS ON MONDAY, 31 OCTOBER 2022  
COMMENCING AT 2.00 PM**

**PRESENT:** Cr T Alley, Dr R Browne, Mr J Cromb, Mr T Hammington, Mr D Johns,  
Cr M McPherson, Cr T Paterson

**IN ATTENDANCE:** T Cadogan (Mayor), S Jacobs (Chief Executive Officer), L van der Voort  
(Executive Manager - Planning and Environment), S Righarts (Group Manager  
- Business Support), D Rushbrook (General Manager – Tourism Central  
Otago), M De Cort (Communications Coordinator), M Tohill (Communications  
Support), W McEnteer (Governance Manager), J Harris (Governance Support  
Officer)

Note: The Chief Executive Officer assumed to Chair to begin the meeting.

## **1 APOLOGIES**

No apologies were received.

The Chief Executive Officer welcomed everyone to the first meeting of the triennium.

## **2 REPORTS**

### **22.7.1 DECLARATION OF OFFICE**

The Chief Executive Officer asked His Worship the Mayor to invite members to give their declaration of office. Each member then made their declaration of office.

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### **22.7.2 APPOINTMENT OF CHAIR AND DEPUTY CHAIR**

To select a voting system and to appoint the Chair and Deputy Chair.

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### **COMMITTEE RESOLUTION**

**Moved:** McPherson  
**Seconded:** Paterson

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
- B. Selects System B for the appointment of the Chair and Deputy Chair of the Board, or a representative of the Board.

**CARRIED**

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Cr Alley was nominated for Chair by Cr McPherson and seconded by Cr Paterson

Dr Browne was nominated for Chair by Mr Johns and seconded by Mr Hammington.

Cr Alley won the vote 4-3 on a show of hands

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Note: Cr Alley assumed the Chair.

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Mr Cromb was nominated for Deputy Chair by Cr Paterson and seconded by Cr McPherson

Dr Browne was nominated for Deputy Chair by Mr Hammington and seconded by Mr Johns

Mr Cromb won the vote 4-3 on a show of hands

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### **22.7.3 STATUTORY ADVICE AND CODE OF CONDUCT**

To provide advice concerning legislation relevant to the role of members and to adopt a code of conduct.

Members were provided with information on the legislative framework for members and their responsibilities as members when they are acting in their official capacity.

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#### **COMMITTEE RESOLUTION**

**Moved:** Alley  
**Seconded:** Cromb

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
- B. Notes the advice given on relevant legislation.
- C. Adopts the Code of Conduct.

**CARRIED**

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### **22.7.4 ADOPTION OF STANDING ORDERS**

To adopt a revised version of Standing Orders.

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#### **COMMITTEE RESOLUTION**

**Moved:** Alley  
**Seconded:** Johns

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
  - B. Adopts the revised Local Government New Zealand Standing Orders with the following amendments:
    - i. Enable provisions for meetings by audio visual link
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- ii. Enable a casting vote for the chairperson
  - iii. Endorse option C (informal) as the default for speaking and moving motions.

**CARRIED**

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## **22.7.5 COUNCIL ORGANISATIONS AND POLICY ON APPOINTMENT OF DIRECTORS**

To advise the Board of the effect of appointing members to serve on its behalf in outside organisations and for the Board to receive the Policy on Appointment and Remuneration of Directors to Council Controlled Organisations and Council Organisations.

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### **COMMITTEE RESOLUTION**

**Moved: McPherson**  
**Seconded: Paterson**

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
- B. Makes appointments as recommended elsewhere in the agenda in light of the contents of this report.
- C. Receives the Policy on Appointment and Remuneration of Directors to Council Controlled Organisations and Council Organisations.

**CARRIED**

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## **22.7.6 COMMUNITY BOARD EXPENDITURE**

To inform members of their responsibilities in relation to incurring expenditure on behalf of the Board.

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### **COMMITTEE RESOLUTION**

**Moved: Paterson**  
**Seconded: Hammington**

That the report be received.

**CARRIED**

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## 22.7.7 APPOINTMENTS TO SUB-COMMITTEES AND OTHER COMMUNITY ORGANISATIONS

To appoint community board representatives to sub-committees and other community organisations where necessary.

After discussion it was noted that there was no need to appoint a liaison to Promote Alexandra as they were not an active organisation at that time.

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### COMMITTEE RESOLUTION

**Moved:** Alley  
**Seconded:** Browne

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
- B. Appoints representatives to community sub-committees as follows:
  - Manorburn Recreation Reserve Committee – Dr Browne
  - Omakau Recreation Reserve Committee – Cr Paterson
- C. Appoints representatives to community organisations as follows:

- Alexandra Community House Trust – Cr Alley
- Alexandra Council for Social Services – Mr Cromb
- Alexandra District Museum Inc (Central Stories) – Dr Browne
- Alexandra Blossom Festival Committee – Mr Hammington
- Alexandra and Districts Youth Trust – Cr McPherson
- Clyde Historical Museum Committee – Mr Hammington
- Keep Alexandra-Clyde Beautiful Society – Dr Browne
- Ophir Welfare Association Committee – Cr Paterson
- Promote Alexandra Inc – Not appointed
- St Bathans Area Community Association Inc – Mr Cromb
- Vallance Cottage Working Group – Mr Johns

**CARRIED**

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## 22.7.8 PROPOSED MEETING SCHEDULE FOR THE REMAINDER OF 2022 AND 2023

To approve a schedule of meetings for the remainder of 2022 and 2023.

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### COMMITTEE RESOLUTION

**Moved:** McPherson  
**Seconded:** Cromb

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
- B. Adopts the proposed meeting schedule.

**CARRIED**

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**3 DATE OF THE NEXT MEETING**

The date of the next scheduled meeting is 22 November 2022.

The Meeting closed at 2.48 pm.

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CHAIR / /

Unconfirmed