



Kawhia Community Board

AGENDA

17 February 2017

1.00pm

This meeting will take place at the Kawhia Meeting Room

Members of the Kawhia Community Board

Mr CE Jeffries (Chair)
Ms A Gane
Mrs DM Pilkington
Mr AJ Rutherford
Mr DM Walsh

Meeting Secretary: Mr CA Tutty (Governance Supervisor)

KAWHIA COMMUNITY BOARD

17 February 2017

Notice is hereby given that an Ordinary meeting of the Kawhia Community Board will be held in the Kawhia Community Boardroom, Jervois Street, Kawhia on 17 February 2017 commencing at 1pm.

9 February 2017

DC Clibbery
CHIEF EXECUTIVE

AGENDA

ORDER OF BUSINESS:

ITEM	PRECIS	PAGE
	PRESENT	1
	IN ATTENDANCE	1
	APOLOGIES	1
	ITEMS TO BE CONSIDERED IN GENERAL BUSINESS	1
	CONFIRMATION OF MINUTES – 9 DECEMBER 2016	1
	DECLARATION OF INTEREST	1
	REPORTS	
ITEM 11	POTENTIAL REDUCTION OF OPERATING HOURS – LIBRARY WiFi	2
ITEM 12	PUBLIC FORUM' COMPONENT OF BOARD MEETINGS	4
ITEM 13	ONEPU CHARITABLE TRUST	7
ITEM 14	CIVIL DEFENCE KAWHIA COMMUNITY RESPONSE PLAN OVERVIEW	8
ITEM 15	KCB MATTERS REFERRED FROM 9 DECEMBER 2016	9
GENERAL		9
	MOTION TO EXCLUDE THE PUBLIC	9

PRESENT

IN ATTENDANCE

APOLOGIES

ITEMS TO BE CONSIDERED IN GENERAL BUSINESS

CONFIRMATION OF MINUTES – 9 DECEMBER 2016

DECLARATION OF INTEREST

REPORTS

ITEM 11 POTENTIAL REDUCTION OF OPERATING HOURS – LIBRARY WiFi

**To: Chairperson and Members
 Kawhia Community Board**

From: Chief Executive

Date: 17 February 2017

Relevant Community Outcomes

- Ensure services and facilities meet the needs of the Community
 - The Otorohanga District is a safe place to live
-

Executive Summary

Consideration is given to a potential restriction of the operating hours of the Aotearoa People's Network free WiFi service at the Kawhia Library.

Staff Recommendation

It is recommended that:

Consideration is given to limiting the operating hours of the Aotearoa Peoples Network free WiFi system in Kawhia to between 6.00am and 6.00pm.

Report Discussion

In recent times there have been a number of reported instances of vandalism, littering, nuisance and intimidation in the centre of Kawhia that have been suggested to be in part related to the presence of young people around the Kawhia library during the hours of darkness, who have been drawn there to make use of the free continuous WiFi service that is provided through the Aotearoa People's Network (APNK) system.

This is not an entirely new situation, with similar associations between the APNK and damage, nuisance and disorder in that area having also been made during last summer. At that time a suggestion was made that reducing the operating hours of the APNK system at the library might be beneficial in helping address these problems, but no action was taken.

There was also some discussion of the possibility of relocating the APNK service to somewhere other than the rather secluded library location, but members were informed that this was not possible as the APNK is inherently linked to community libraries.

Following further problems this summer, the same suggestion of reducing the APNK hours is now again being made. From a technical perspective it is apparently very straightforward to limit APNK operating hours at a particular location by simply adjusting a computer setting.

The decision on whether this should be done is however perhaps not so straightforward.

In many communities the availability of round the clock APNK at town libraries is a positive thing that does not have any significant associated negative effects in the surrounding area (as is the case in Otorohanga), and indeed for some communities with strong tourism flows (a local example being Raglan) it can create a quite vibrant hub where visitors go in large numbers to keep in contact with the world.

It would therefore seem unfortunate if the availability of the service in Kawhia had to be constrained for the reasons described, with potential adverse effects on those who might otherwise be the most worthy users of it.

Based on comments that have been made it is however suspected that the young people being drawn to the APNK in Kawhia during the later hours of the day may already be providing some degree of deterrent to other potential users, and as such the real negative effects on these other users of restricting operating hours could be limited.

Making a decision on a potential restriction of APNK hours in Kawhia does however require consideration of a range of issues, many of which are subjective, and which Council staff are not in a strong position to assess. For this reason it is believed that this decision is best made by the Board, as elected members with strong connection to and understanding of that community. For that reason no directive recommendation is presented.

DC Clibbery
CHIEF EXECUTIVE

ITEM 12 PUBLIC FORUM COMPONENT OF BOARD MEETINGS

**To: Chairperson and Members
Kawhia Community Board**

From: Chief Executive

Date: 17 February 2017

Relevant Community Outcomes

- Foster an involved and engaged Community
-

Executive Summary

The commencement of 'Public Forum' sections at the start of future ordinary public meetings of the Kawhia Community Board is proposed, in accordance with adopted guidelines.

Staff Recommendation

It is recommended that:

1. The attached draft set of guidelines for the conduct 'Public Forum' sections of KCB meetings be adopted, subject to any amendments required by the Board.
2. That Public Forum sections, in accordance with the guidelines be conducted at the start of future meetings of the Board.
3. That advertising is conducted to make the public aware of the introduction of these Public Forum sections of meetings.

Report Discussion

At the Board meeting of 22 December 2016 it was agreed that a draft set of guidelines for the conduct 'Public Forum' sections of KCB meeting be prepared for members' consideration.

The general concept of a 'Public Forum' is that it provides an opportunity for members of the public to express their views directly to their elected members.

A first draft of a possible set of guidelines for the conduct of these forums is attached, which generally follows a similar guideline adopted by Buller District Council.

DC Clibbery
CHIEF EXECUTIVE



PUBLIC FORUM GUIDELINES – KAWHIA COMMUNITY BOARD

Purpose of the Public Forum

The purpose of the forum is to provide a regular and straightforward opportunity, at the start of all ordinary public meetings of the Kawhia Community Board, for members of the community to come along and speak to the Board. This is a reflection of the Board's desire to see more public participation in decision making and meeting procedures.

Registration of Interest to Speak at Public Forum

It is preferable that members of the public register their interest to speak at the public forum by contacting Council's Governance Supervisor, Colin Tutty on 07 873 4372 at least two days prior to the meeting, identifying themselves, providing their contact details and the topic(s) on which they wish to speak.

This prior registration enables the Board Chairperson to be aware of the topics being raised, determine speaking time allocations, make a decision on whether the topic is appropriate for presentation at the forum, or arrange for research of the topic if necessary.

If time permits and it is agreed by the Chairperson, requests to speak may also be accepted immediately prior to the commencement of the public forum section. The speaker must again identify themselves and the topic(s) on which they wish to speak, and the Chairperson will decide whether it is appropriate for them to speak.

In any case the Chairperson may decline to let a person speak if the topic is considered to be inappropriate, a repetition of a previous presentation, or is likely to be offensive.

Time Limit of Public Forum

The public forum will run for a maximum of 30 minutes in total. Each speaker will, where the number of speakers permits, normally be allocated a maximum of 5 minutes of speaking time.

The chairperson may at his or her discretion adjust the period that any person is allowed to speak, but shall ensure that the length of the forum does not exceed 30 minutes.

Topics for Speakers

Subjects that may be spoken on are only those that fall within the terms of reference of the Kawhia Community Board, over which the Board can reasonably have some influence, and which are not the subject of current legal action.

It is desirable not to have people make inefficient use of the Public Forum by raising routine operational matters that would be better addressed directly with Council staff, such as the reporting of faults or damage. The Chairperson should deter people from using the forum for this purpose, instead advising them to refer the matter to staff.

Conduct of Forum

The order of speakers will be decided by the Chairperson. Speakers will be given the opportunity to speak without interruption for the period allocated to them, unless the speaker has need to interrupt them for inappropriate conduct.

If a speaker is speaking to a written submission that has been previously circulated to those elected members, the submission will be taken as read. In order to make the best use of the available time the speaker should use the opportunity to emphasise key points rather than reading the entire submission.

Speakers at the Public Forum will be afforded common courtesy and it is expected that this will be reciprocated. If the speaker's conduct is considered unacceptable in the view of the Chairperson, the Chair may request the speaker to withdraw any remark, cease speaking or in extreme circumstances request the removal of the speaker from the meeting. Swearing, offensive gestures, threats or other inflammatory language are not acceptable.

The public forum is not the place for a person to enter into a debate with elected members, or to make personal attacks against elected members or Council staff. Should a member of the public have concerns about the behaviour or performance of elected members or Council staff, they should raise these matters with either the Mayor or the Chief Executive at an appropriate occasion.

At the conclusion of the speaker's submission the Chairperson will ask the elected members present whether they wish to ask questions of clarification of the speaker. The speaker may answer these questions, but may not pose questions to elected members or staff, or enter into a debate. The Chairperson will also ensure that elected members do not attempt to enter a debate with the speaker.

It is stressed that the purpose of a Public Forum session is for the public to speak, not elected members.

Once the public forum is closed, speakers may remain to hear the remainder of the open public meeting, but they may not participate in discussion.

Deputations and Presentations

Deputations and presentations outside of the Public Forum may be made to the Board, but applications for such must be lodged with Council's Chief Executive at least two days prior to the meeting date, and it is desirable for such applications to be lodged 10 days before the meeting date so that the deputation or presentation can be included in the agenda for the meeting.

The Board's ability to receive deputations and presentations outside of the public forum will be determined by the extent of other items on the printed agenda, and hence the use of the Public Forum may be a simpler and more accessible alternative.

ITEM 13 ONEPU CHARITABLE TRUST

**To: Chairperson and Members
 Kawhia Community Board**

From: Governance Supervisor

Date: 17 February 2017

Relevant Community Outcomes

- Foster an involved and engaged Community
-

Summary

Mrs Daisy Horahere Scott will attend the meeting on behalf of the Onepu Charitable Trust.

Staff Recommendation

It is recommended that that the report be received.

Colin Tutty
Governance Supervisor

ITEM 14 CIVIL DEFENCE KAWHIA COMMUNITY RESPONSE PLAN OVERVIEW

**To: Chairperson and Members
 Kawhia Community Board**

From: Martin Berryman - Operations Manager – Emergency Management

Date: 17 February 2017

Relevant Community Outcomes

- The Otorohanga District is a safe place to live
 - Foster an involved and engaged Community
 -
-

Summary

Martin Berryman the Civil Defence Operations Manager for the Otorohanga District will make a presentation to the Board on the Civil Defence Kawhia Community Response Plan Overview.

Staff Recommendation

That the presentation be received and approval granted for presentation at a public meeting.

ITEM 15 KCB MATTERS REFERRED FROM 9 DECEMBER 2016

To: KAWHIA COMMUNITY BOARD MEMBERS

From: Governance Supervisor

Date: 17 FEBRUARY 2016

1. ENGINEERING MANAGER

21 OCTOBER 2016

- i. To check on the matter of power meters located on the Kawhia Wharf in particular to obtain costings for installing individual meters.
- ii. To arrange for the appropriate Council staff to explore the costs involved in installing a Fire Hydrant at the Kawhia Fire Station.

i.

9 DECEMBER 2016

- ii. To arrange for staff to investigate the need for a corner of Pearl Avenue to be widened.

2. MR RUTHERFORD

9 DECEMBER 2016

- i. To liaise with Councils Finance and Administration Manager Graham Bunn, regarding the number of boats berthed at the wharf.

CA Tutty
GOVERNANCE SUPERVISOR

GENERAL

MOTION TO EXCLUDE THE PUBLIC

Reason for Confidentiality

	Grounds	Reason
	Section 48(1) of the Local Government Official Information and Meetings Act 1987, which permits the meeting to be closed to the public for business relating to the following grounds: -	Subject to sections 6, 8 and 17 of the Local Government Official Information Act 1987, the withholding of the information is necessary to:
	48(1d) That the exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the local authority to deliberate in private on its decision or recommendation in any proceedings to which this paragraph applies.	7(2i) Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)