

MINUTES FOR FIRST THE INAUGURAL MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD IN THE A&P ROOM OF THE OXFORD TOWN HALL, 34 MAIN STREET, OXFORD, ON THURSDAY, 27 OCTOBER AT 7PM.

PRESENT

T Robson (Chairperson), S Barkle (Deputy Chairperson), M Brown, T Fulton, R Harpur, N Mealings, P Merrifield and M Wilson.

IN ATTENDANCE

Deputy Mayor N Atkinson

J Millward (Acting Chief Executive), K Rabe (Governance Advisor) and C Fowler-Jenkins (Governance Support Officer).

At the commencement of the meeting, the Acting Chief Executive, J Millward, took the Chair and welcomed the newly elected Board members to the inaugural meeting of the third term of the Oxford-Ohoka Community Board.

1 APOLOGIES

There were no apologies.

2 CONFLICTS OF INTEREST

There were no conflicts declared.

3 BOARD MEMBERS' DECLARATIONS

3.1 Local Government Act 2002 - Schedule 7 – Clause 14: Declaration by Member

The Acting Chief Executive invited the following Board members, to read and sign their declaration forms as required in terms of Clause 14 of Schedule 7 of the Local Government Act, 2002:

- Sarah Barkle
- Mark Brown
- Tim Fulton
- Ray Harpur
- Niki Mealings
- Pete Merrifield
- Thomas Robson
- Michelle Wilson

4 REPORTS

4.1 Appointment of Chairperson and Deputy Chairperson – K Rabe (Governance Advisor)

J Millward introduced the report and explained the process for the Chair and Deputy Chair election process.

Moved: N Mealings Seconded: M Brown

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No: 221004171358.
- (b) **Resolves** to call for nominations of Chairperson and Deputy Chairperson and uses system (A) for voting in the event of more than one member being nominated.

CARRIED

The Acting Chief Executive called for nominations for the position of Chairperson.

Moved: M Brown Seconded: P Merrifield

Nominates Board Member Thomas Robson as Chairperson of the Oxford-Ohoka Community Board to take immediate effect from 27 October 2022 until the end of the 2022-25 triennial term, in October 2025.

Moved: R Harpur Seconded: M Wilson

Nominates Board Member Sarah Barkle as Chairperson of the Oxford-Ohoka Community Board to take immediate effect from 27 October 2022 until the end of the 2022-25 triennial term, in October 2025.

The Chief Executive called for a vote by secret ballot which resulted in the following voting:

For: Thomas Robson (4)
For: Sarah Barkle (4)
4:4

Subsequent to further discussion it was agreed as follows:

Moved: N Mealings Seconded: M Brown

THAT the Oxford-Ohoka Community Board:

- (c) **Appoints** Board Member Thomas Robson as Chairperson of the Oxford-Ohoka Community Board for the first half of the 2022-25 triennial term to take immediate effect from 27 October 2022 until 30 April 2024.
- (d) **Appoints** Board Member Sarah Barkle as Chairperson of the Oxford-Ohoka Community Board for the second half of the 2022-25 triennial term to take effect from 1 May 2024 until the end of the 2022-25 triennial term in October 2025.
- (e) **Appoints** Board Member Sarah Barkle as Deputy Chairperson of the Oxford-Ohoka Community Board for the first half of the 2022-25

triennial term to take immediate effect from 27 October 2022 until 30 April 2024.

- (f) **Appoints** Board Member Thomas Robson as Deputy Chairperson of the Oxford-Ohoka Community Board for the second half of the 2022-25 triennial term to take effect from 1 May 2024 until the end of the 2022-25 triennial term in October 2025.

CARRIED

N Mealings believed that this was an excellent democratic solution, which integrated the needs of the entire Oxford-Ohoka Ward, which was geographically the largest in the district and that both subdivisions got a fair say in the running of the Board.

M Brown commented that last term the Board had not always considered both areas equally, and this cause a split in the Board. He believed that this was a good compromise when having two people who wanted to take on the role of Chairperson.

S Barkle noted that she valued T Robson's input and what he brought to the Board. She believed they would make a good team, working together to serve the Board's best interest. They had a good working relationship and good communication.

T Fulton understood that once you were elected to a ward you did not operate in geographical principals which meant there was no "Oxford" and no "Ohoka" and everyone worked towards the interests of the entire area.

4.2 **Local Government Act - First Meeting following the Triennial General Election Requirements – J Millward (Acting Chief Executive)**

J Millward took the report as read.

Moved: M Brown

Seconded: N Mealings

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No 221004171453.
(b) **Receives** legislative material that has been circulated.

CARRIED

4.3 **Code of Conduct – S Nichols (Governance Manager)**

K Rabe spoke to the report, noting that the Standing Orders and Code of Conduct from the previous term were still operative. However, both documents would be reviewed and brought to the Board for consideration in December 2022.

Moved: T Fulton

Seconded: P Merrifield

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 221004171389.
(b) **Receives** the 2022 Elected Members Code of Conduct document (Trim 190625089193).
(c) **Receives** the 2022 Community Board Standing Orders (Trim 201007134141).

- (d) **Notes** that both the Code of Conduct and Standing Orders will be reviewed by the Board at its December 2022 meeting.

CARRIED

4.4 **Meeting and Workshop Dates for 2022/23 – K Rabe (Governance Advisor)**

K Rabe spoke to the report, noting the Board had opted to meet on the first Wednesday after Council. Most of the Board meetings would be held at the Oxford Town Hall and the Ohoka Hall, with the option of having meetings in West Eyreton and Mandeville during the year. She was aware there was some desire from the Board to have more than one meeting at the Mandeville Sports Centre, however, the Council had an understanding with the Centre management that any requests for Community Board meetings, which requires exclusive use with no bar/restaurant operation, would fit in with the Club's sporting events. The Centre had advised that the venue was unavailable for private meetings on Wednesdays. They had therefore agreed that the Board could meet on Tuesday 7 March 2023 and any other meeting that the Board decided they would need to be negotiated. West Eyreton Hall was available on 5 April 2023. K Rabe noted any changes to the dates or venues would require the Board to make a formal resolution to that effect.

S Barkle asked a if there was not another building at Mandeville Sports Centre that could be used such for Board meetings, as the Bowling Club. K Rabe noted that she was not aware of any other suitable building at Mandeville.

M Brown advised that the other buildings including the bowling club had limited capability for a large turnout.

Moved: T Robson

Seconded: M Brown

THAT the Oxford-Ohoka Community Board adjourn the meeting to go into workshop to discuss the possibility of more meetings in Mandeville.

CARRIED

Moved: T Fulton

Seconded: S Barkle

THAT the Oxford-Ohoka Community Board meeting reconvenes.

CARRIED

Workshop commenced at 7:32pm and concluded at 7.35pm.

Moved: T Robson

Seconded: S Barkle

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 221005171711.
- (b) **Resolves** to meetings commencing at 7.00pm, at the Ohoka Community Hall, Mill Road, Ohoka and the Oxford Town Hall, Main Street Oxford on the following dates:

Date	Venue
9 November 2022	Oxford Town Hall
7 December 2022	Oxford Town Hall
*15 February 2023	Ohoka Community Hall
3 May 2023	Ohoka Community Hall
7 June 2023	Oxford Town Hall
2 August 2023	Oxford Town Hall
6 September 2023	Ohoka Community Hall
4 October 2023	Oxford Town Hall

8 November 2023	Ohoka Community Hall
6 December 2023	Oxford Town Hall

* Noting the February 2023 meeting is the third Wednesday of the month due to the Council budget meeting being scheduled.

- (c) **Resolves** to hold a meeting at the Mandeville Sports Centre, Mandeville Road, Swannanoa, commencing at 7.00pm, on Tuesday 7 March 2023, provided that the venue is available.
- (d) **Resolves** to hold on Tuesday 4 July 2023 meeting at Mandeville Sports Centre, Mandeville Road, Swannanoa commencing at 7pm, subject to availability.
- (e) **Resolves** to hold a meeting at the West Eyreton Hall, Earlys Road, West Eyreton, commencing at 7.00pm, on 5 April 2023, provided that the venue is available.

CARRIED

5 QUESTIONS UNDER STANDING ORDERS

Nil.

6 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

NEXT MEETING

The first ordinary meeting of the Oxford-Ohoka Community Board was scheduled for 7pm, Wednesday 9 November 2022 at the Ohoka Community Hall, Mill Road, Ohoka.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 7.36PM.

CONFIRMED

Chairperson

Date