



# Rangitikei District Council

## Santoft Domain Management Committee Meeting

Agenda – Wednesday 4 December 2019 – 6:00 p.m.

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The quorum for the Santoft Domain Management Committee is 4 including 1 Elected Member.

Council's Standing Orders (adopted 31 October 2019) 11.2 provide: The quorum for Council committees and sub-committees is as for Council, i.e. half the number of members if the number of members (including vacancies) is even or a majority if the number of members is odd.

## 1 Welcome

The Mayor or Ward Councillor will chair the meeting initially and welcome the Committee members.

## 2 Apologies

## 3 Introduction of Committee members

Members are invited to provide a brief introduction of themselves, along with what their anticipations are as a Committee member and what they hope the Committee will achieve during the 2019-21 triennium.

## 4 Election of Chair

The elected Chair, will be required to attend a mandatory Chair training session held at Council Chambers in early 2020.

Clause 25 of Schedule 7 of the Local Government Act 2002, which relates to voting systems for certain appointments (including the election or appointment of the deputy mayor, the election or appointment of the chairperson and deputy chairperson of a committee, and the election or appointment of a representative of the local authority), states that:

(2) ... a local authority or a committee (if the local authority has so directed) must determine by resolution that a person be elected or appointed by using one of the following systems of voting:—

(a) the voting system in subclause (3) ("system A");

(b) the voting system in subclause (4) ("system B").

### (3) 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 that 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.

**(4) 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 Santoft Domain Management Committee, for the purpose of electing or appointing persons under Clause 25, adopt **either** System A, **or** System B.

**Recommendation:**

That .....be appointed Chair of the Santoft Domain Management Committee.

The Mayor or Ward Councillor vacates the chair.

**5 Election of Deputy Chair**

This follows the same process as for electing the Chair.

As the elected Deputy Chair, you will be welcome, but it will not be mandatory to attend a Chair training session held at Council Chambers.

**Recommendation:**

That .....be appointed Deputy Chair of the Santoft Domain Management Committee.

**6 Guidance for the Santoft Domain Management Committee**

A memorandum is attached.

**Recommendation:**

That the memorandum 'Guidance for the Santoft Domain Management Committee' to the Santoft Domain Management Committee at the 4 December 2019 meeting be received.

**7 Standing Orders**

The current Standing Orders guide is attached.

The Committee will be provided with a printed copy of the full Standing Orders. Staff will also have a copy at each meeting.

An electronic version of the 2019 Standing Orders can be found here: <https://www.rangitikei.govt.nz/files/general/Policies/Standing-Orders-2019-22.pdf>

## **8 Members' conflict of interest**

Members are reminded of their obligation to declare any conflicts of interest they might have in respect of items on this agenda.

## **9 Confirmation of order of business**

That, taking into account the explanation provided why the item is not on the meeting agenda and why the discussion of the item cannot be delayed until a subsequent meeting, ..... be dealt with as a late item at this meeting.

## **10 Budget Submission**

The Committee has discretion to commit expenditure against the Santoft Domain reserve account which Council administers. In addition, the delegations to the Santoft Domain Management Committee provide authority to expend budget as approved by Council in the applicable Annual Plan/Long Term Plan for management and maintenance of Santoft Domain, and in accordance with any applicable Reserve Management Plan (yet to be adopted).

It is the responsibility of the Committee to make a submission, in November each year, for a budget of proposed expenditure for the financial year commencing 1 July of following year. Such a submission is subject to approval by Council through adoption of budgets in the applicable Annual Plan/Long Term Plan. That timing is not possible for the new Committee. The Committee may wish to discuss or form a working group to prepare a submission to Council for proposed expenditure during the financial year ending 30 June 2021. Council asks for that to be provided by 18 December 2019.

## **11 Santoft Domain Development Plan**

The draft development plan considered in the previous triennium is attached.

### **Recommendation:**

That the 'Santoft Domain Development Plan' to the 4 December 2019 Santoft Domain Management Committee be received.

## **12 Receipt of minutes from the last meeting in the 2016-19 triennium**

The Minutes of the Santoft Domain Management Committee meeting held on 11 September 2019 are attached for information only, all previous minutes from the 2016-19 triennium can be found on the Rangitikei District Council website.

File ref: 3-CT-18-2

### **13 Late Items**

As accepted in item 9.

### **14 Next meeting**

Wednesday 12 February 2020, 6.00pm

### **15 Meeting closed**