

I hereby give notice that an ordinary meeting of the Northern Joint Funding Committee will be held on:

Date: Friday, 2 May 2014
Time: 9.00am
Meeting Room: Council Chamber
Venue: Level 3
1 The Strand
Takapuna

Northern Joint Funding Committee

OPEN AGENDA

MEMBERSHIP

Chairperson

Deputy Chairperson

Members

Member Mike Cohen, QSM, JP

Member Ann Hartley, JP

Member Margaret Miles, JP

Member Julia Parfitt, JP

Member Brenda Steele

(Quorum 5 members)

Karen Durante

**PA/Office Manager to Local Board Relationship
Manager**

28 April 2014

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1 Welcome

2 Apologies

At the close of the agenda no apologies had been received.

3 Declaration of Interest

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

4 Confirmation of Minutes

The minutes of the meeting held on Thursday, 26 September 2013, were signed as a true and correct record by the Chairperson and a representative of the Chief Executive before the conclusion of the 2010-2013 political term.

5 Leave of Absence

At the close of the agenda no requests for leave of absence had been received.

6 Acknowledgements

At the close of the agenda no requests for acknowledgements had been received.

7 Petitions

At the close of the agenda no requests to present petitions had been received.

8 Deputations

At the close of the agenda no requests for deputations had been received.

9 Public Forum

A period of time (approximately 30 minutes) is set aside for members of the public to address the meeting on matters within its delegated authority. A maximum of 3 minutes per item is allowed, following which there may be questions from members.

At the close of the agenda no requests for public forum had been received.

10 Extraordinary Business

Section 46A(7) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“An item that is not on the agenda for a meeting may be dealt with at that meeting if-

- (a) The local authority by resolution so decides; and
- (b) The presiding member explains at the meeting, at a time when it is open to the public,-
 - (i) The reason why the item is not on the agenda; and

- (ii) The reason why the discussion of the item cannot be delayed until a subsequent meeting.”

Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“Where an item is not on the agenda for a meeting,-

- (a) That item may be discussed at that meeting if-
 - (i) That item is a minor matter relating to the general business of the local authority; and
 - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
- (b) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.”

11 Notices of Motion

At the close of the agenda no requests for notices of motion had been received.

Election of a chairperson and deputy chairperson

File No.: CP2014/07783

Purpose

1. The purpose of this report is for the Northern Joint Funding Committee to elect a chairperson and deputy chairperson.

Executive summary

2. The Northern Joint Funding Committee is required to elect a chairperson and deputy chairperson using one of the two systems prescribed in cl.25, Schedule 7 of the Local Government Act 2002. After the committee has selected its method for election, the Relationship Manager will call for nominations.

Recommendation/s

That the Northern Joint Funding Committee:

- a) select System A or System B as its method to elect its chairperson and deputy chairperson.
- b) elect a chairperson.
- c) elect a deputy chairperson.

Comments

3. The election of a chairperson and deputy chairperson must be conducted using one of the methods set out in Schedule 7, Part 1, Clause 25 of the Local Government Act 2002:

25 Voting systems for certain appointments

- (1) This clause applies to—
 - (a) the election or appointment of the chairperson and deputy chairperson of a regional council; and
 - (b) the election or appointment of the deputy mayor; and
 - (c) the election or appointment of the chairperson and deputy chairperson of a committee; and
 - (d) the election or appointment of a representative of a local authority.
- 2) If this clause applies, 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.

Attachments

There are no attachments for this report.

Signatories

Authors	James Liddell - Senior Advisor Local Board Services
Authorisers	Eric Perry - Relationship Manager

Adoption of Northern Joint Funding Committee standing orders

File No.: CP2014/07787

Purpose

1. The purpose of this report is for the Northern Joint Funding Committee to adopt its standing orders.

Executive summary

2. The Northern Joint Funding Committee needs to adopt standing orders for the conduct of its meetings. Recommended standing orders, based on generic local board standing orders, are attached as **Attachment A**. These standing orders are the same as the committee's standing orders in the previous term.

Recommendation/s

That the Northern Joint Funding Committee:

- a) adopt its standing orders as set out in Attachment A.

Comments

Statutory requirements

3. A local authority is required to adopt standing orders for the conduct of its meetings, as per cl.27, Schedule 7 of the Local Government Act 2002. This clause states:

27 Standing orders

- (1) A local authority must adopt a set of standing orders for the conduct of its meetings and those of its committees.
 - (2) The standing orders of a local authority must not contravene this Act, the Local Government Official Information and Meetings Act 1987, or any other Act.
 - (3) After the adoption of the first standing orders of the local authority, an amendment of the standing orders or the adoption of a new set of standing orders requires, in every case, a vote of not less than 75% of the members present.
 - (4) A local authority or committee may temporarily suspend standing orders during a meeting by a vote of not less than 75% of the members present and voting, and the reason for the suspension must be stated in the resolution of suspension.
4. All local boards have adopted their own standing orders, based on a recommended generic set of standing orders. Each board had the opportunity to amend these recommended standing orders; as such there may be differences between the standing orders of the five constituent boards of the Northern Joint Funding Committee. It is therefore necessary for the committee to adopt its own standing orders.

Proposed standing orders

5. The proposed standing orders attached as Attachment A are based on the generic standing orders proposed to local boards following the November 2010 election. Amendments that have been made are:
 - substitution of the generic "Local Board" with the name "Northern Joint Funding Committee", where the context requires;
 - substitution of references to "local board" with "committee", and "committee" with "subcommittee", where the context requires;

- deletion of references to “local board” where the context requires;
 - deletion of orders relating to the first meeting of a local board following a triennial election (Standing order 2.2 in local board standing orders), as it is not relevant;
 - deletion of order defining quorum of a local board meeting, as it is not relevant. (A specific order on quorum for a joint committee remains);
 - deletion of orders relating to joint committees, as they are not relevant (because the Northern Joint Funding Committee may not establish joint committees);
 - deletion of orders relating to certain restrictions on local boards from delegating matters to committees and subcommittees, as these are not relevant;
 - insertion of a provision for onward delegation of matters delegated to the Northern Joint Funding Committee by a local board (Standing Order 2.8.2), aligning this order with standard onward delegation powers;
 - deletion of an order relating to the creation of an extraordinary vacancy on a local board when a member is absent without leave for four consecutive meetings, as it is not relevant;
 - removal of provisions in Standing Order 3.7.1 for default order of items on a local board agenda, as it is not relevant to committees;
 - deletion of an order prohibiting members from speaking more than once to a motion, as this does not apply to committees or subcommittees.
6. Officers recommend that the committee adopt these proposed standing orders without amendment.

Consideration

Local board views and implications

7. Local board views have not been sought.

Maori impact statement

8. There is no impact on Maori communities from this decision.

Implementation

9. There are no implementation issues.

Attachments

No.	Title	Page
A	Northern Joint Funding Committee Standing Orders (<i>Under Separate Cover</i>)	

Signatories

Authors	James Liddell - Senior Advisor Local Board Services
Authorisers	Eric Perry - Relationship Manager

Establishment of subcommittees and delegation of decision-making powers

File No.: CP2014/07807

Purpose

1. The purpose of this report is for the Northern Joint Funding Committee to establish subcommittees and delegate powers to them as required under its terms of reference.

Executive summary

2. The committee's terms of reference require it to establish two subcommittees: one subcommittee to administer legacy North Shore City Council contestable funds, and one subcommittee to administer legacy Rodney District Council contestable funds. The committee's terms of reference also require it to delegate responsibility for advocacy to, and liaison with, the Governing Body and Auckland Council CCOs regarding the funding of community groups, events and facilities within the respective legacy council area.
3. This re-establishes the arrangements of the previous electoral term.

Recommendation/s

That the Northern Joint Funding Committee:

- a) establish a Devonport-Takapuna, Kaipatiki, Upper Harbour and East Coast Bays subdivision funding sub-committee and appoint the following members to this subcommittee:
 - Two members of the Devonport-Takapuna Local Board
 - Two members of the Kaipatiki Local Board
 - Two members of the Upper Harbour Local Board
 - Two members of the East Coast Bays subdivision of the Hibiscus and Bays Local Board.
- b) delegate to the subcommittee established under resolution a) all responsibilities as required under the Northern Joint Funding Committee's terms of reference.
- c) establish a Rodney and Hibiscus Coast funding sub-committee and appoint the following members to this subcommittee:
 - Two members of the Rodney Local Board
 - Two members of the Hibiscus Coast subdivision of the Hibiscus and Bays Local Board.
- d) delegate to the subcommittee established under resolution c) all responsibilities as required under the Northern Joint Funding Committee's terms of reference.

Comments

4. The Northern Joint Funding Committee is required under its terms of reference to establish two subcommittees based largely on legacy council areas to:
 - disburse legacy North Shore City Council and legacy Rodney District Council funds; and

- advocate to, and liaise with, the Governing Body and CCOs regarding the funding of community groups and events in these legacy areas.
5. The Devonport-Takapuna, Kaipatiki, Upper Harbour and East Coast Bays subdivision subcommittee is required to have two members from each of the constituent areas. The Rodney and Hibiscus Bays subcommittee is also required to have two members from each of the constituent areas. Alternative members may also be appointed for each subcommittee should the Northern Joint Funding Committee wish to do so.
 6. The Northern Joint Funding Committee's terms of reference, with these requirements, are attached as **Attachment A**. This report recommends that the committee establish the subcommittees, appoint members, and delegate powers to the subcommittees as required.

Comparison to previous years' arrangements

7. These subcommittee arrangements and the responsibilities of each subcommittee are largely the same as the previous term, with two differences:
 - responsibility for the North Shore Heritage Fund now lies with the Devonport-Takapuna, Kaipatiki, Upper Harbour and East Coast Bays Subdivision subcommittee, not the Northern Joint Funding Committee. This remedies an oversight from the previous term, which resulted in a full meeting of the Northern Joint Funding Committee having to be called to approve this payment to the North Shore Heritage Trust.
 - The Northern Joint Funding Committee now has five members instead of 10. As the committee's singular function is the establishment of its subcommittees, and all decision-making powers are delegated to the subcommittees, it is considered more efficient for the committee to comprise one member from each board. It is likely that the Northern Joint Funding Committee will meet only once this term (this meeting) to establish its subcommittees.

Attachments

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A	Terms of Reference of the Northern Joint Funding Committee	13

Signatories

Authors	James Liddell - Senior Advisor Local Board Services
Authorisers	Eric Perry - Relationship Manager

Terms of reference of the Northern Joint Funding Committee

1. Purpose

The purpose of the Northern Joint Funding Committee is to implement the interim community funding model and deliver sub-regional community funding for communities in the Devonport-Takapuna, Kaipatiki, Upper Harbour, Hibiscus and Bays and Rodney Local Board areas.

2. Status

The Northern Joint Funding Committee is a joint committee of the Devonport-Takapuna Local Board, Kaipatiki Local Board, Upper Harbour Local Board, Hibiscus and Bays Local Board and Rodney Local Board, as per cl.30, Schedule 7 of the Local Government Act 2002 and s.29 of the Local Government (Auckland Council) Act 2009.

3. Decision-making responsibilities (delegations)

The Northern Joint Funding Committee is responsible for:

- The following legacy North Shore City Council funds:
 - Events Sponsorship Fund
 - Strengthening Communities Fund – Discretionary Grants
 - Strengthening Communities Fund – Facility development
 - Heritage Fund
 - Community board local events fund
- The following legacy Rodney District Council funds:
 - Heritage Item Assistance Fund
 - Large Grants Fund – Community
 - Large Grants Fund – Youth
 - Large Grants Fund – Recreation
 - Small Grants Fund – Youth
 - Community Grants Scheme
 - Short Term Response Fund
 - Environmental Education Fund
 - Natural Heritage Fund
- Advocacy to, and liaison with, the Governing Body and Auckland Council CCOs regarding the contestable sub-regional funding of community groups, events and facilities within the legacy North Shore City Council and Rodney District Council areas.

4. Membership

Membership of the Northern Joint Funding Committee is as follows:

Members

- One member of the Devonport-Takapuna Local Board, to be appointed by the Devonport-Takapuna Local Board.

- One member of the Hibiscus and Bays Local Board, to be appointed by the Hibiscus and Bays Local Board.
- One member of the Kaipatiki Local Board, to be appointed by the Kaipatiki Local Board.
- One member of the Rodney Local Board, to be appointed by the Rodney Local Board.
- One member of the Upper Harbour Local Board, to be appointed by the Upper Harbour Local Board.

Chairperson and deputy chairperson

- The committee shall elect a chairperson and deputy chairperson from within its membership.

Alternative members

- Each local board may nominate one alternative member who may act as a member of the committee in the event that the member appointed to the committee by that local board is unable to attend a committee meeting or workshop.

5. Quorum

The quorum for a meeting or workshop of the committee is 3 members.

6. Frequency of meetings

The committee shall meet on an ad hoc basis and will determine its own schedule of meetings.

7. Directions to the committee

Subcommittees

The Northern Joint Funding Committee must appoint two subcommittees as follows:

- i) One subcommittee with the following membership:
 - Two members of the Devonport-Takapuna Local Board, to be appointed by the Devonport-Takapuna Local Board.
 - Two members of the Kaipatiki Local Board, to be appointed by the Kaipatiki Local Board.
 - Two members of the Upper Harbour Local Board, to be appointed by the Upper Harbour Local Board.
 - Two members of the East Coast Bays subdivisions of the Hibiscus and Bays Local Board, to be appointed by the Hibiscus and Bays Local Board

The Northern Joint Funding Committee must delegate to this subcommittee the responsibility for:

- Decision-making on grants from the following legacy North Shore City Council funds:
 - Strengthening Communities Fund – Discretionary Grants
 - Strengthening Communities Fund – Facility development
 - Heritage Fund

- Advocacy to, and liaison with, the Governing Body and Auckland Council CCOs regarding the funding of community groups, events and facilities within the legacy North Shore City Council area in the 2012/13 financial year.
- ii) One subcommittee with the following membership:
- Two members of the Hibiscus Coast subdivision of the Hibiscus and Bays Local Board, to be appointed by the Hibiscus and Bays Local Board.
 - Two members of the Rodney Local Board, to be appointed by the Rodney Local Board.

The Northern Joint Funding Committee must delegate to this subcommittee the responsibility for:

- Decision-making on grants from the following legacy Rodney District Council funds:
 - Heritage Item Assistance Fund
 - Large Grants Fund – Community
 - Large Grants Fund – Youth
 - Large Grants Fund – Recreation
 - Small Grants Fund – Youth
 - Community Grants Scheme
 - Short Term Response Fund
 - Environmental Education Fund
 - Natural Heritage Fund
- Advocacy to, and liaison with, the Governing Body and Auckland Council CCOs regarding the funding of community groups, events and facilities within the legacy Rodney District Council area in the 2012/13 financial year.