

**Waitai**  
**Waitai Coastal-Burwood-Linwood Community Board**  
**Submissions Committee**  
**OPEN MINUTES**

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**Date:** Monday 20 February 2023  
**Time:** 3.30 pm  
**Venue:** Boardroom, Corner Beresford and Union Streets,  
New Brighton

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**Present**

Chairperson	Paul McMahon
Members	Tim Baker
	Alex Hewison
	Greg Mitchell
	Jackie Simons
	Jo Zervos

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Manager Community Governance, Coastal-Burwood-Linwood  
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**Part A Matters Requiring a Council Decision**

**Part B Reports for Information**

**Part C Decisions Under Delegation**

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**Secretarial Note:**

Due to technical difficulties, this meeting was not live streamed. These minutes provide a written summary of the meeting proceedings.

**Karakia Tīmatanga:** Led by Rory Crawford

The agenda was dealt with in the following order.

**1. Election of Chairperson Te Whakatū Poumua**

**Part C**

The Community Board advisor called for nominations for the position of Chairperson. Paul McMahon was nominated by Tim Baker and seconded by Jo Zervos. There being no further nominations, the motion was put to the vote and declared carried.

It was resolved that Paul McMahon be appointed Chairperson of the Waitai Coastal-Burwood-Linwood Community Board Submissions Committee.

Paul McMahon assumed the Chair.

**2. Apologies Ngā Whakapāha**

**Part C**

The Chair called for apologies. An apology for absence from Alex Hewison was received. Tim Baker moved, seconded by Greg Mitchell that the apology for absence received from Alex Hewison be accepted.

**Committee Resolved WCCBS/2023/00001**

That the apology received for absence from Alex Hewison, be accepted.

Tim Baker/Greg Mitchell

**Carried**

**3. Declarations of Interest Ngā Whakapuaki Aronga**

**Part B**

The Chair asked members if they wished to declare an interest in agenda item 4.

There were no declarations of interest recorded.

The Chair recommended suspending Standing Orders so members could speak freely whilst discussing the consultation documents. The Chair moved, seconded by Tim Baker, that Standing Orders be suspended. The motion was put to the vote and carried unanimously.

## **Suspension of Standing Orders**

### **Committee Resolved WCCBS/2023/00002**

That pursuant to Standing Orders 3.5 (Temporarily Suspension of Standing Orders), the following Standing Orders be suspended to enable informal discussion regarding Agenda Item 4:

17.5 Members may speak only once.

18.1 General procedure for speaking and moving motions.

Paul McMahon/Tim Baker

**Carried**

## **4. Ōtautahi Christchurch Urban Forest Tree Policy and Draft Waste Management and Minimisation Bylaw 2023- Board Submission**

The Chair sought clarification from members that they would like to provide a Submission on behalf of the Board on the Ōtautahi Christchurch Urban Forest Tree Policy and Draft Waste Management and Minimisation Bylaw 2023.

The Chair recommended that members go through each of the consultation documents and provide a Board response to the questions asked in the submission template. Members present supported this and a copy of what was agreed to be provided can be found in the attached Board Submissions.

### **Officer Recommendations**

That the Waitai Coastal-Burwood-Linwood Community Board Submissions Committee:

1. Considers preparing a submission on behalf of the Board on the Ōtautahi Christchurch Urban Forest Tree Policy.
2. Considers preparing a submission on behalf of the Board on the Draft Waste Management and Minimisation Bylaw 2023.
3. Note that given the consultation timetable, the Submissions Committee will exercise its delegated authority to complete and lodge a submission on behalf of the Board.

After compiling a Board Submissions on the Ōtautahi Christchurch Urban Forest Tree Policy and Draft Waste Management and Minimisation Bylaw 2023, the Chair recommended that Standing Order be resumed for the remainder of the meeting.

The Chair moved that Standing Orders be resumed which was seconded by Jo Zervos. The motion was put to the meeting and carried unanimously.

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**Committee Resolved WCCBS/2023/00003**

**Resumption of Standing Orders**

That the Standing Orders set aside above, be resumed.

Paul McMahon/Jo Zervos

**Carried**

Tim Baker moved, seconded by Jackie Simons, that the Submissions Committee prepare a submission on behalf of the Board on the Ōtautahi Christchurch Urban Forest Tree Policy and Draft Waste Management and Minimisation Bylaw 2023 and to note that given the consultation timetable, the Submissions Committee would exercise its delegated authority to complete and lodge a submission on behalf of the Board. The motion was put to the vote and carried unanimously.

**Committee Resolved WCCBS/2023/00004**

That the Waitai Coastal-Burwood-Linwood Community Board Submissions Committee:

1. Prepares a submission on behalf of the Board on the Ōtautahi Christchurch Urban Forest Tree Policy.
2. Prepares a submission on behalf of the Board on the Draft Waste Management and Minimisation Bylaw 2023.
3. Note that given the consultation timetable, the Submissions Committee will exercise its delegated authority to complete and lodge a submission on behalf of the Board.

Tim Baker/Jackie Simons

**Carried**

**Attachments**

- A Waitai Coastal-Burwood-Linwood Community Board Submissions Committee Ōtautahi Christchurch Urban Forest Tree Policy - Board Submission
- B Waitai Coastal-Burwood-Linwood Community Board Submissions Committee Draft Waste Management and Minimisation Bylaw 2023 - Board Submission

**Karakia Whakamutunga:** Led by Paul McMahon

**Meeting concluded at 5.01pm.**

**CONFIRMED THIS 20TH DAY OF FEBRUARY 2023**

**PAUL MCMAHON  
CHAIRPERSON**