

## **Tawa Community Board Makara/Ohariu Community Board**

### **Voting Membership:**

The Board will have six elected members.

Tawa Community Board will also have two members from the Northern Ward, appointed by Council. <sup>11</sup>

### **External Membership (non-voting):**

Nil

### **Quorum:**

A quorum of the Board shall consist of half the total number of members of the board (including vacancies) when that number is even and a majority of such members (including vacancies) when the number is odd.

### **Chair:**

The Chair will be elected by the Board's members and remunerated at a level determined by the Remuneration Authority.

### **Frequency of Meetings:**

The Community Board will meet on a monthly basis, or as required.

### **Parent Body:**

The Community Board reports to Council.

### **General Purpose:**

To assist Council in fulfilling the purpose of local government as expressed in Part 2, Section 10 of the Local Government Act 2002, being:

- (a) to enable democratic local decision-making and action by, and on behalf of, communities; and
- (b) to promote the social, economic, environmental, and cultural well-being of communities, in the present and for the future.

### **Objective:**

To achieve the role of a Community Board under Section 52 of the Local Government Act 2002; that is:

- (a) Represent and act as an advocate for the interests of its community; and
- (b) Consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the community board; and
- (c) Maintain an overview of services provided by the territorial authority within the community; and
- (d) Prepare an annual submission to the territorial authority for expenditure within the community; and

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<sup>11</sup> Section 50 LGA 2002, membership consists of members elected and members appointed (if any) in whose district the community is situated. The 2007 Local Government Commission decision states that the Tawa Community Board shall include 2 ward councillors.

- (e) Communicate with community organisations and special interest groups within the community; and
- (f) Undertake any other responsibilities that are delegated to it by the territorial authority.

**Terms of Reference:**

The Community Board shall:

- facilitate the Council's consultation with local residents and community groups on local issues and local aspects of citywide issues including input into the Long Term Council Community Plan, Annual Plan, and policies that impact on the Board's area; and
- engage with council officers on local issues and levels of service, including infrastructural, recreational, community services and parks and gardens matters.

Council shall consult with the Board on issues that impact on the Board's area and allow sufficient time for the Board's comments to be considered before a decision is made.

The Community Board is able to:

1. make submissions (as a Community Board) to any organisation (including submissions on resource consents notified by the Greater Wellington Regional Council and Wellington City Council) relating to matters of interest to the Board in respect of the Board's area (a copy of any such submission is to be given to the Council's Chief Executive);
2. represent the interests of the community at Council, Committee or Subcommittee meetings when a motion under debate relates to a matter that the Board considers to be of particular interest to the residents within its community;
3. determine expenditure of funds allocated by Council to the Board for specific purposes;
4. consider matters referred to it by officers, the Council, its committees or subcommittees, including reports relating to the provision of council services within the Board's area, and make submissions or recommendations in response to those matters as appropriate. This will include:
  - monitoring and keeping the Council informed of community aspirations and the level of satisfaction with services provided;
  - providing input to the Council's Long Term Council Community Plan and Annual Plan;
  - providing input to proposed District Plan changes;
  - providing input to strategies, policies and plans that impact on the Board's area;
  - providing input to bylaw changes that impact on the Board's area;

5. Provide input (whether from the full Board, a subcommittee of the Board, or a nominated board member/s) to officers on the following matters:

- local road work priorities;
- traffic management issues (such as traffic calming measures, pedestrian crossing, street lighting, etc);
- street facilities management (such as taxi-stands, bus stops, bicycle stands, etc);
- liquor licence applications;
- application of the Resource Management Act (including notification decisions) within the Board's area;
- the emergency management needs of the area, including the appointment of emergency centre coordinators.

The final decision on matters set out in activity 5 will be made by council officers acting under their delegated authority.

### ***Resource Management Hearings***

The Community Board will have up to two suitably-trained members available for selection to sit on hearings panels on resource management issues in the Board's area. Such selection will be in accordance with the "Guidelines for Appointment of Hearings Panels" approved by Council on 30 March 2005 (and as may be amended from time to time). No Board member shall be eligible for selection if the Board has made a submission on the matter to be decided.

### ***Delegated Authority***

The Tawa and Makara/Ohariu Community Boards will have delegated authority to carry out activities within their terms of reference.