TAIHAPE COMMUNITY BOARD
Terms of Reference

As at March 2024

Purpose

The role of community boards is set out in section 52 of the Local Government Act

2002. This includes:

- represent, and act as an advocate for, the interests of its community; and

- 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

- maintain an overview of services provided by the territorial authority within the community; and prepare an annual submission to the territorial authority for expenditure within the community; and

- communicate with community organisations and special interest groups within the community; and undertake any other responsibilities that are delegated to it by the territorial authority.

To be the first point of contact (prior to Council) for community groups. Where this is not possible the Committee will be informed of the approach by the community group to the Council.

Placemaking initiatives that are taking place on Council land, will be considered and commented on by the Committee before the application is considered by the Chief Executive.

To engage with wider/smaller communities of the ward represented.

Membership

Four members elected from the Taihape Community as part of the Local Authority Elections. For the latest membership list see this page on the Council's website: Community Boards: Rangitikei District Council

Meeting Frequency

Bi-monthly, as determined by the Committee.

Delegations

- To determine and set names for roads in their area of responsibility.

- Seeking community views on projects or initiatives requiring or allocated Council funding or other support within the area covered by the Board (including consultation on significant projects during their implementation phase).

- Managing specified community facilities and services within the area covered by the Board.

- Convening as a subcommittee any user group(s) at Taihape Memorial Park.

- Authority to make decisions on major tree removals in public spaces, taking into account community consultation processes.

- Delegated authority to consider the annual work progammes, and make recommendations to Council from the Taihape MoU community partner(s).

- Delegated authority for the $5,000 annual allocation for "defined small local works" in line with the guidelines provided below:

Guidelines for delegation to the Taihape Community Board for the $5,000 annual allocation for 'defined small local works'

1. The objective of the delegation is to allow Community Boards to fund purchases of small items or additional services which are not included in Council's operating budgets and which will benefit the local community. Examples would be signage, park furniture, plants, paint, a leaflet or other publication or an event, including implementing community-led place-making initiatives identified as priorities through the Town Centre Plan process (or some similar community consultation).

2. Proposed expenditure must be approved:
   - by resolution at a publicly notified meeting (and at a time when the public is not excluded from proceedings), or (for urgent matters) by documented communication to all Board members and appropriate staff for discussion and tabled and endorsed at the next available meeting so that a clear audit trail is evident.

3. Where the proposed expenditure will be paid to a community organisation, Council's reporting requirements for its Community Initiatives Fund must be met.

4. The delegation does not extend to proposed expenditure which:
   - provides training or conference attendance for one or more members, or
   - is contrary to the recommendation contained in an officer's report to the Board or
   - constitutes an additional payment to an individual or organisation for goods or services subject to a contract with the Council, or
   - exceeds the annual allocation.

5. Any such a proposal must be referred to Council for decision.