

MATANGI COMMUNITY COMMITTEE CHARTER

1. Purpose

The Matangi Community Committee (hereafter referred to as the 'Committee' is set up jointly by the Waikato District Council ('the Council') and the Matangi community to work collaboratively in dealing with local issues in Matangi village and community area.

2. Roles and Delegations

The Council and Committee roles shall be as follows:

- (a) The Council
 - i) To seek and give effect to local identity and preferences.
 - ii) To be responsive to the community preferences and accountable for Council actions.
 - iii) To seek to increase efficiency through local consultation.
- (b) The Committee's role is to express the community's views on local issues to the Council. In order to achieve this the Committee will:
 - i) Represent and act as an advocate for the interests of the community.
 - ii) Consider and report on matters referred to it by the Council.
 - iii) Maintain an overview of services provided by the Council within the Matangi area
 - iv) Prepare submissions to the budgetary process of the Waikato District Council for expenditure in the Matangi area through the Long Term Plan and Annual Plan processes.
 - v) Communicate with individuals and community organisations in Matangi to understand interests and concerns and support community activities.
 - vi) Carry out any other function and duties as may be delegated from time to time to the Committee by the Council.

3. Exemptions

- (a) Any delegation of authority given to the Committee by the Council can be withdrawn by resolution of the Council at any time, without reference to the Committee.
- (b) Any sub-delegation of these responsibilities, duties and powers by the Committee is hereby expressly prohibited pursuant to Clause 32(3) of Schedule 7 of the Local Government Act 2002.

4. Membership

- (a) The Committee shall consist of not fewer than five elected members nor more than twelve elected members plus the relevant appointed member/s from the Waikato District Council.
- (b) The appointed member should be, in the first instance, the councillor elected to the Eureka Ward or such other person that the Council may from time to time appoint.

5. Election and Election Process

- (a) The elected members shall be elected on a three-yearly cycle. However, as a transitional provision, the initial term for the Committee would be from June 2017 through to the 2019 local body elections.
- (b) The elections shall be held by public meeting conducted by the Eureka Councillor or nominee.
- (c) The three-yearly election meeting shall be conducted at a formal meeting in the Matangi Hall advertised to the community at least 4 weeks prior to the date.
- (d) Any vacancies occurring during the term shall be filled as deemed appropriate by both the Council and the Committee. The Committee may co-opt members to assist it as required.
- (e) The Council may assist in filling vacancies as appropriate.

6. Chairperson

The Committee shall appoint a Chairperson, a Deputy Chairperson, and Secretary/Treasurer from within its membership.

7. Funding

- (a) The Committee can make an application to Council's Discretionary & Funding Committee for accessing the Rural Ward Discretionary Fund and the Events Fund for the funding of specific projects or events. These grants are available for projects and initiatives in rural areas and areas that are not served by a community board.
- (b) Council currently has an annual allocation of \$10,000 which any community committee can apply to for supporting its operation.

8. Meeting Procedures

- (a) The Committee shall follow the general principles of the New Zealand Standards (NZS 9202: 2003) Model Standing Orders for Meetings of Local Authorities and other public bodies including Amendment No 1.
- (b) Any variance to the Standing Orders can be decided by simple majority vote of those present at a meeting.
- (c) A quorum of members of the Committee shall consist of no fewer than seven (7) members.
- (d) Meetings will be held at least quarterly. May be more frequent if issues requiring attention arise.

9. Abolition of the Committee

The Committee may be abolished by Council in consultation with or as a result of a request from the Committee.

Date adopted: 19 June 2017