**Tuesday, 17 December 2024**
**6:00 PM**
Ira Koopu Office, 63
Rotowaro Road,
Huntly 3700

# Huntly Community Board Agenda

*Raarangi take o te Poari Raahui Pookeka*

Waikato District Council
Te Kaunihera aa Takiwaa o Waikato

Agenda for a meeting of the Huntly Community Board to be held in Ira Koopu Office, 63 Rotowaro Road, Huntly 3700 on TUESDAY, 17 DECEMBER 2024 commencing at 6:00 PM.

*Information and recommendations are included in the reports to assist the Committee in the decision-making process and may not constitute Council's decision or policy until considered by the Committee.*

*The meeting will be opened with a karakia.*

## 1. APOLOGIES AND LEAVE OF ABSENCE

## 2. CONFIRMATION OF STATUS OF AGENDA

## 3. DISCLOSURE OF INTEREST

The register of interests is no longer included on agendas, however members still have a duty to disclose any interests under this item.

## 4. MINUTES FOR CONFIRMATION

Confirmation of Minutes - Meeting on Tuesday, 5 November 2024

## 5. PUBLIC FORUM

## 6. REPORTS

6.1 Application for Discretionary Funding - Huntly Arts Festival 2025

6.2 Huntly Community Board Discretionary Fund Report - 29 November 2024

6.3 Works, Actions & Issues Report: Status of Items December 2024
Adoption of Huntly (Raahui Pookeka) Community Board Plan 2024-2026

6.4 Raahui Pookeka Wastewater Treatment Plant Resource Consent Update

6.5 Chairpersons Report - *Verbal*

6.6 Councillors Report - Cr D Whyte

6.7 Board Members Report - *Verbal*

GJ Ion
CHIEF EXECUTIVE

# TERMS OF REFERENCE

**HUNTLY COMMUNITY BOARD**

| | |
|---|---|
| **Chairperson:** | Sheryl Matenga |
| **Deputy Chairperson:** | Greg McCutchan |
| **Membership:** | Two Ward Councillors (David Whyte and Paaniora Matatahi-Poutapu)<br>Six community representatives (Eden Wawatai, Kim Bredenbeck, Jas Sandhu, Frank McInally). |
| **Meeting frequency:** | Six weekly |
| **Quorum:** | Half of the members if even or + 1 |

**Explanatory Note:**

This section of the Governance Structure set out the terms of reference and delegations for the following Community Boards and Community Committees:

- Huntly Community Board
- Ngāruawāhia Community Board
- Raglan Community Board
- Rural - Port Waikato Community Board
- Taupiri Community Board
- Tuakau Community Board
- Meremere Community Committee
- Pōkeno Community Committee
- Tamahere Community Committee
- Te Kauwhata Community Committee

The section also outlines the principles of the relationship between the Council and a Community Board or Committee, and that Board or Committee and the public.

Community Boards are separately constituted as unincorporated bodies and their role is set out in section 52 of the Local Government Act 2002. Community Boards may have powers delegated to them by the Council in accordance with clause 32 Schedule 7 of the LGA, other than those matters that Council cannot delegate under legislation.

Community Committees are established by, and represent, their relevant local community. Community Committees do not have any legislated role or powers,

though may be delegated powers by the Council in accordance with clause 32, Schedule 7 of the LGA.

Delegations to a Community Board or Community Committee shall be exercised with proper regard for the Council's strategic direction, policies, plans, Standing Orders and Council's interpretation of its statutory obligations (as advised by, or on behalf of, Council staff). Such delegations are based on the following principles:

- Efficient decision-making should be paramount;
- Conflicts of interest must be avoided where possible, and risks of such conflicts minimised;
- To ensure processes are free from bias and pre-determination Community Boards and Community Committees must not adjudicate on issues on which they have advocated or wish to advocate to Council;
- Community Boards and Community Committees should proactively and constructively engage with residents and ratepayers on local matters that affect the community they represent and raise with Council issues raised with them by their community and advocate on behalf of their community.

**These delegations:**

- do not delegate any function, duty or power which legislation (for example section 53(3) and clause 32(1) of Schedule 7 of the Local Government Act 2002) prohibits from being delegated;
- are subject to and do not affect any delegation which the Council has already made or subsequently makes to any other committee, Council officer or other member of staff;
- are subject to any other legislative requirements that may apply to a particular delegation;
- are subject to any Council or Council committee resolution, from time to time, to a Community Board or Community Committee that a particular issue must be referred to Council for decision;
- reflect that decisions with significant implications should be made by Council (or a Council committee with delegated authority); and
- reflect that all statutory and legal requirements must be met when a Community Board or Community Committee makes a decision under its delegations.