

POLICY: **COMMITTEES OF COUNCIL**
COMMUNITY DEVELOPMENT AREAS

GROUP RESPONSIBLE: Customer and Financial Services

DATE APPROVED:

DATE AMENDED: 28/1/99,

FILE NO: 22/0/2, 240/10/1/6

POLICY DETAIL:

Policy and Goal

To establish community development areas that reflect communities of interest which would be represented by Subcommittees appointed from residents and ratepayers within the area.

Functions of Community Development Area Subcommittees

The functions of Community Development Area Subcommittees will be those delegated by the Council.

Establishment Procedures

Community Development Areas and Subcommittees shall be established as follows:

- (i) The initial approach by those interested in setting up a Community Development Area should be to the Chief Executive, Community Board if within their area, or the District Council.
- (ii) A public meeting will be called to elect a Steering Committee to identify the purposes and perceived needs of the proposed Subcommittee and area and organise a petition to gauge support for the proposal.
- (iii) The petition would require to demonstrate the support of over 50% of ratepayers in the proposed area. A petition indicating support of over 50% of electors in the area may also be acceptable.
- (iv) If the appropriate support is demonstrated by petition, the Chief Executive will organise a public meeting to elect a Subcommittee to represent the area.
- (v) The Subcommittee, assisted by Council Officers, will define the boundaries of the area.

- (vi) The Community Development Areas shall be established by special order in Council.
- (vii) A Community Development Area or Subcommittee can be dissolved by resolution of the Subcommittee or District Council, should the purpose for the formation of the area be completed or for some other practical reason.
- (viii) Appointment to the Subcommittee will be for a three year period, via a public meeting called within the first six months in the year following the election of District Council.

Administration

- (i) Where a Community Board represents the entire Ward, communication with the District Council shall be through the Community Boards to allow comment on any matter. Comments on an application for resource consent referred to the Community Development Area Subcommittee are to be conveyed direct to the District Council.
- (ii) Where a Community Board represents the entire Ward, and an application for resource consent has been referred to the Community Development Area Committee for comment, if the significance of the resource consent sought would result in impact outside the Community Development Area, then the Community Board will also be asked to comment.
- (iii) The cost of administration and servicing support for Subcommittees shall be borne by Council.
- (iv) Council Officers shall be available to attend up to four meetings per annum. Additional attendance will be subject to the authorisation of the Chief Executive.
- (v) The following schedule of Community Development Area Subcommittees be formally designated as Committees of the Southland District Council:

Athol	Limehills/Centre Bush
Woodlands	Tokanui
Mossburn	Gorge Road And Districts
Nightcaps	Garston
Ohai	Dipton
Orepuki	Waikaia
Thornbury	Browns
Colac Bay	Manapouri

Operations of CDA Subcommittees

- (i) Subcommittee travel expenses shall be paid out of the general revenue of the District Council. Any honoraria or meeting allowances shall be paid out of the appropriate local rate(s).

Where appropriate, a Community Development Area may contribute to the elected member expenses of a Community Board.

- (ii) An elected member of a Subcommittee shall be disqualified from being a member if
 - (a) The member while holding office ceases to be qualified as a parliamentary elector
 - or
 - (b) The member while holding office is convicted of an offence punishable by imprisonment of two years or more
 - or
 - (c) The member while holding office becomes a mentally disordered person within the meaning of the Mental Health Act 1969
 - or
 - (d) The member while holding office is absent without leave of the Subcommittee from two consecutive meetings of the Committee.
- (iii) The Subcommittee shall abide by Council's Standing Orders for conduct of its meetings and those of its subcommittees.

The application of Standing Orders is left to the discretion of the Chairperson of the Subcommittee.

Standing Orders may be suspended during a meeting following the passing of an appropriate resolution.