

- 6.14 Ensure any recommendation by management that the Office of the Auditor-General replace the external auditor is referred to and examined by the Audit and Risk Subcommittee and a recommendation is made to the Corporate Business Committee.

DRAFT

PART D COMMUNITY BOARDS**Paekākāriki**

Chairperson	
Deputy Chairperson	
Board Membership	Four elected members plus one appointed Ward Councillor

Paraparaumu/Raumati

Chairperson	
Deputy Chairperson	
Board Membership	Four elected members plus two appointed Ward Councillors

Waikanae

Chairperson	
Deputy Chairperson	
Board Membership	Four elected members plus one appointed Ward Councillor

Ōtaki

Chairperson	
Deputy Chairperson	
Board Membership	Four elected members plus one appointed Ward Councillor

PARTNERSHIP FRAMEWORK

- 1 The Community Boards:
 - 1.1 report to the Kapiti Coast District Council;
 - 1.2 work alongside each other and the Committees of Council to provide a governance partnership base for the achievement of the LTP;
 - 1.3 will undertake their delegations in accordance with Part A of this document.

STATUS AND CONSTITUTION**Community Board Membership**

- 2 A Community Board is an unincorporated body; it is not a local authority or a committee of the relevant territorial authority.
- 3 The membership of a Community Board consists of—
Members elected under the Local Electoral Act 2001; and Members (if any) of, and appointed in accordance with the Local Electoral Act 2001 by, the territorial authority in whose District the relevant community is situated.

Mayor or Deputy Mayor's attendance at Community Board Meetings

- 4 The Mayor or Deputy Mayor of the Kapiti Coast District may attend meetings of Community Boards. When the Mayor or Deputy Mayor is present at a meeting of a Community Board then the Community Board Chairperson will invite the Mayor or Deputy Mayor to the table. The Mayor or Deputy Mayor can contribute to the debate. They are not however, able to vote.

Community Board Legislative Basis and Names

- 5 Section 49 of the Local Government Act 2002 states:
- (1) *A Community Board must be established for each community constituted, in accordance with Schedule 6, by—*
- (a) *an Order in Council giving effect to a reorganisation scheme; or*
 - (b) *a resolution made by the territorial authority within whose District the community will be situated as a result of a proposal by electors to establish a community; or*
 - (c) *a resolution made by the territorial authority within whose District the community will be situated as a result of the territorial authority's review of representation arrangements.*
- 6 Section 49(2) of the Local Government Act 2002 requires that the respective Community Boards must be described as:
- The Paekākāriki Community Board
 - The Paraparaumu/Raumati Community Board
 - The Waikanae Community Board
 - The Ōtaki Community Board.

MEETING FREQUENCY

- 7 Each of the four Community Boards will generally meet on a six-weekly basis.
- 8 The Community Boards may hold joint workshops to discuss issues.

OBJECTIVES

- 9 The objectives of each of the Community Boards are to:
- 9.1 Achieve the delegated role of the Community Board in accordance with Part A of this document.
 - 9.2 Make recommendations on policies and strategies for the Council on behalf of the community for the social, economic, environmental and cultural wellbeing of the District, and in particular in the development of the LTP and associated policies and strategies.
 - 9.3 Act as an advocate in respect of any involvement with Trusts or Bequests that currently exist or are established in the future and that benefit the local community.
 - 9.4 Make decisions about local priority ranking as they relate to the undertaking of local works and services.

Attendance at Public Meetings of Council and Committees

- 10.24 Authority for the Community Board Chairperson to speak at public meetings of Council and Committees, but not vote. The Chairperson can appoint a Board member to represent them in their absence. That representative can speak at public meetings of Council and Committees, but not vote.
- 10.25 *Note: Consideration will be undertaken on a case-by-case basis by either Council and/or a Committee as to whether they resolve that a Community Board Chairperson or their representative stays in attendance for any public-excluded session of Council and/or a Committee.*

Submissions

- 10.26 Authority to review and approve any Community Board submission on issues within its area.

Training and development

- 10.27 Authority to set priorities for and expend annual funding allocated by Council for the purposes of training and development

Other

- 10.28 Authority to undertake any other responsibilities that are delegated to it by the territorial authority (Section 52, Local Government Act 2002 refers).

Appendix 4

Chairs, Deputy Chairs and Membership of Committees and Subcommittees 2013-2016

Committee Name	Committee Chair	Committee Deputy Chair	Committee membership
Environment and Community Development (ECD)	Cr Gaylor (Mayoral appt)	Cr.....	Mayor and all Crs
Regulatory Management (RMC)	Cr Ammundsen (Mayoral appt)	Cr.....	Mayor and all Crs
Corporate Business (CBC)	Cr Welsh (Mayoral appt)	Cr.....	Mayor and all Crs
CE Performance & Employment	Cr.....	Cr.....	Mayor and
Appeals	Cr Lloyd (Mayoral appt)	Cr.....	Mayor, Deputy Mayor, Chairs of the 3 Standing Committees (ECDC, RMC, CBC)
District Licensing	Cr.....	Cr.....	+ 2 list members (subject of separate report)

Parent Committee	Subcommittee Name	Subcommittee Chair	Subcommittee Deputy Chair	Subcommittee membership
Corporate Business	Property	Mayor	Cr.....	Mayor, Deputy Mayor, Chairs of the 3 Standing Committees (ECDC, RMC, CBC)
Corporate Business	Campe Estate	Mayor	Cr Holborow	Chief Executive

Corporate Business	Audit and Risk	Chair of the CBC	Deputy Chair of the CBC	Mayor, Deputy Mayor, Deputy Chair of the CBC
Environment & Community Devpt	Grants Allocation	Cr	Cr	

