

Community Committee

Reports to:	Council
Chairperson:	Deputy Mayor Shayne Barry
Deputy Chairperson	Cr Toni O’Keefe
Membership:	The Mayor, all Councillors and Māori Representative
Meeting Frequency:	Quarterly
Quorum:	5

Purpose

The Community Committee provides strategic oversight of Council’s community funding initiatives, as outlined in the Long-Term Plan and Annual Plan, and upholds Council’s commitment to the four well-beings. It also supports Council-appointed subcommittees—such as those overseeing reserves, halls, and creative initiatives—by providing governance oversight to strengthen their effectiveness, ensure alignment with Council’s strategic priorities, and promote transparent, accountable operations.

The Community Committee is responsible for:

1. Approving and allocating Council’s community grants and related funding initiatives, as outlined in the Long-Term Plan. This includes supporting projects that promote the social, economic, environmental, and cultural well-being of Buller District communities, in alignment with Council’s strategic priorities, Reserve Management Plans (once adopted) and the Local Government Act 2002.
2. Providing leadership and support to Council-appointed subcommittees overseeing reserves and halls. This includes enabling effective operation within delegated responsibilities, fostering community representation, and ensuring alignment with Council’s objectives and statutory obligations.
3. Overseeing the Creative Communities Subcommittee in accordance with the agreement between Council and Creative New Zealand (CNZ), ensuring responsible administration of arts funding and support for community-led creative initiatives.
4. Overseeing the Rural Travel Fund (RTF) in accordance with the funding agreement with Sport New Zealand (SPARC), ensuring responsible administration of external grant revenue to support equitable access to sporting opportunities for rural youth.
5. Exercising responsibilities in accordance with the principles of local government, including promoting community well-being and enabling democratic decision-

making. These principles are reflected in the Long-Term Plan, noting proposed amendments to section 10 of the Local Government Act 2002 under the System Improvements Bill.

In addition to the common delegations, the Community Committee is delegated the following Terms of Reference and powers:

Terms of Reference:

The Committee will:

1. Receive and consider presentations and reports from stakeholders, government departments, organisations, and interest groups on community development and well-being. This includes presentations from recipients of Council grants (e.g., sports trusts and community groups).
2. Approve and set priorities for community funding, including the Community Grants and Rural Travel Fund, within the parameters of the Long-Term Plan and Annual Plan. Significant changes to funding structures or priorities must be progressed through the Long-Term Planning process.
3. Coordinate, assess and decide on proposals and applications for external and Council funding related to environmental initiatives, public art, recreational and community facilities, and local amenities.
4. Monitor and oversee the Reserves and Halls Subcommittees, ensuring alignment with Council's strategic objectives and reporting requirements. Subcommittees will report to the Committee on a six-monthly basis.
5. Monitor and oversee the Creative Communities Subcommittee, including approval of funding allocations in accordance with CNZ guidelines and Council policy. Reports will be received following each CNZ funding round

The Committee is delegated authority to:

1. Approve applications and distribute funding through the Community Grants, Rural Travel Fund, and other community-focused funding streams, in line with the Long-Term Plan, Annual Plan, and relevant Council policies.
2. Review the processes and criteria used to assess funding applications, ensuring transparency, equity, and alignment with Council's strategic priorities and the four well-beings as retained in the Long-Term Plan.
3. Receive and request accountability statements from grant recipients and direct the Chief Executive to follow up on any outstanding reporting requirements.

4. Appoint and remove members of Reserves and Hall Subcommittees considering the recommendations of the respective Subcommittees.

The Committee is delegated the following recommendatory powers:

- The Committee may make recommendations to Council.
- The Committee may make recommendations to other Committees.

Special Notes: / Reporting and Administration:

1. The Chief Executive Officer (or their delegate) and Group Manager Community Services are required to attend all meetings but are not members and do not hold voting rights. Other Council officers may attend as required.
2. Written updates may be requested from the Chair and Group Manager Community Services for Council meetings.
3. The Reserves and Halls Subcommittees shall report to the Community Committee on a half-yearly basis, or as otherwise directed, providing updates on activities and alignment with Council objectives.