

Community, Environment and Services Committee

Reports To:	The Council
Chairperson:	Joanne Howard
Deputy Chairperson:	Rosalie Sampson
Membership:	The Mayor, all Councillors and Māori Representative
Meeting Frequency:	Bi Monthly
Quorum:	A majority of members (including vacancies)

Purpose

The Community, Environment and Services Committee is responsible for:

1. Guiding and monitoring the provision of strategic community infrastructure and services to meet the current and future needs of the district and its communities.
2. Governance of recreational, event, and community facilities and amenities.
3. Facilitating community and stakeholder involvement and discussion on community infrastructure, community safety and community wellbeing matters.
4. Funding to benefit the social, cultural, arts and environmental wellbeing of communities in Buller District.
5. Advising Council on the best ways to improve Buller district's people quality of life environmentally, socially, culturally and economically by protecting and enhancing the local environment.
6. Guiding the development of Council's Climate Change Adaptation Plan.
7. Facilitating Council's engagement with stakeholders and communities of interest, including but not limited to the Punakaiki community and Youth.

In addition to the common delegations on page 7, the Community, Environment and Services Committee is delegated the following Terms of Reference and powers:

Terms of Reference:

1. To provide direction on strategic priorities and resourcing for community infrastructure aligned to district development and oversight of strategic projects associated with those activities.
2. To develop policy, approve community-related strategies and plans, and monitor their implementation, including Council's Climate Change Adaptation Plan.
3. To receive and consider presentations and reports from stakeholders, government departments, organisations and interest groups on community development and wellbeing issues and opportunities.

4. To monitor Buller's social demographics and social climate to assess current and future impacts on the Council and Buller communities.
5. To determine the funding priorities for the Community Grants Allocation Panel, Long Term Plan and Annual Plan.
6. To determine the priority of Council projects suitable for contestable and philanthropic funding, excluding NZTA funding.
7. To coordinate and make decisions on proposals, applications for external funding, and the distribution of Council funding and funding provided to Council for the environment, public art, recreational and community facilities and amenity.
8. To monitor and oversee the delivery of Council's non-financial performance and non-financial key projects, against the Long Term Plan, excluding key performance indicator reporting which is the responsibility of the Finance Risk & Audit Committee.
9. To monitor Council sustainability principles and actions.
10. To monitor and oversee the Reserves and Halls Subcommittees.
11. To monitor and oversee the Creative Communities Subcommittee.

The Committee is delegated the following powers to act:

- Performing the Council's functions, powers and duties (excluding those matters reserved to the Council by law, by resolution of the Council or as otherwise delegated by Council) under the Burial and Cremation Act and the Reserves Act.
- Approval of applications for Council projects suitable for contestable and philanthropic funding.
- Approval of distributions from Council's contestable grant funding.

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:

- The Deputy Chairperson has responsibility for the Council grants portfolio under this Committee.
- The Chief Executive Officer and Group Manager Community Services are required to attend all meetings but are not members and have no voting rights. Other Council officers may attend the committee meetings, as required.
- Written updates may be requested to be provided to Council meetings from the Chair and Group Manager Community Services from time to time.

Oversight of Policies:

- *Dwellings on Unformed Legal Road*
- *Housing for the Elderly*
- *Building on Reserve Land*
- *National Representation – Financial Assistance*
- *ANZAC Day Observance*
- *Community Grants*
- *Smokefree Environments – Council Buildings and Public Spaces*
- *Use of Council Parks, Reserves and Buildings*
- *Verandas Over Public Places*
- *NZLGA Annual Conference and Zone Meetings*
- *Petitions/Referenda*