



Notice is hereby given that a Meeting of the Riverton/Aparima Community Board will be held on:

**Date:** Monday, 11 December 2017  
**Time:** 5.30pm  
**Meeting Room:** Southland District Council Office  
**Venue:** 117 Palmerston Street, Riverton

---

## **Riverton/Aparima Community Board Agenda OPEN**

---

### **MEMBERSHIP**

<b>Chairperson</b>	Blair Stewart
<b>Deputy Chairperson</b>	Jan Breayley
<b>Members</b>	Neil Linscott
	Corey Mennell
	Graeme Stuart
	Andrew Wilson
	Councillor Nick Perham

### **IN ATTENDANCE**

<b>Committee Advisor</b>	Alyson Hamilton
<b>Community Partnership Leader</b>	Simon Moran

Contact Telephone: 0800 732 732  
Postal Address: PO Box 903, Invercargill 9840  
Email: [emailsdc@southlanddc.govt.nz](mailto:emailsdc@southlanddc.govt.nz)  
Website: [www.southlanddc.govt.nz](http://www.southlanddc.govt.nz)

**Full agendas are available on Council's Website**  
**[www.southlanddc.govt.nz](http://www.southlanddc.govt.nz)**

---

**Note:** The reports contained within this agenda are for consideration and should not be construed as Council policy unless and until adopted. Should Members require further information relating to any reports, please contact the relevant manager, Chairperson or Deputy Chairperson.



## **Terms of Reference – Community Boards**

Community Boards are bodies established by statute. Their responsibilities and powers are as delegated by the Southland District Council which are to:

- Represent and act as an advocate for the interest of its community.
- Consider and report on all matters referred to it by the Southland District Council, or any matter of interest or concern to the Community Board.
- Maintain an overview of services provided by the Southland District Council within the community.
- Consider annual estimates for expenditure within the community and recommend these to Council.
- Communicate with community organisations and special interest groups within the community.
- Undertake any other responsibilities that are delegated to it by the Southland District Council.

In addition to these activities, Community Boards will consider how best to provide for their communities, and the people who live there, into the future.

Community Board members will provide leadership by:

- Positively representing their community and the Southland District
- Identifying key issues that will affect their community's future and work with Council staff and other local representatives to facilitate multi-agency collaborative opportunities.
- Promote a shared vision for the wider community of interest area and develop ways to work with others to achieve positive outcomes
- Community Boards will adopt a strategic focus that will enable members to:
- Provide local representation and guidance on wider community issues, initiatives and projects.
- Contribute to the development and promotion of community cohesion, by developing and supporting relationships across a range of stakeholders at a local, regional and national level.
- Take part in local community forums, meetings and workshops.
- Inform local residents and ratepayers on issues that affect them.

Community Boards shall have the following delegated powers and be accountable to Council for the exercising of these powers

### **Engagement and representation by:**

- Facilitating the Council's consultation with local residents and community groups on local issues and local aspects of district wide issues including input into the Long-term Plan, Annual Plan, and policies that impact on the Board's area.
- Engaging with council officers on local issues and levels of service, including infrastructural, recreational, community services and parks, reserves and cemetery matters.
- Representing the interests of the community at Council, Committee or Subcommittee meetings when a motion under debate relates to a matter that the Board considers to be of particular interest to the residents within its community.
- Monitoring and keeping the Council informed of community aspirations and the level of satisfaction with services provided.

### **Financial by:**

- Approving expenditure within the limits of annual estimates.
- Approving unbudgeted expenditure for locally funded activities up to the value of \$10,000.

### **Rentals and leases**

- In relation to all leases of land and buildings within their own area, on behalf of Council;
    - Accepting the highest tenders for rentals of \$10,000; or less per annum.
    - Approving the preferential allocation of leases where the rental is \$10,000 or less per annum.
-

**Local assets and facilities by**

- Overseeing the management of local halls and community centres which are owned by Council and where no management committee exists. This will occur by way of relationship with officers of Southland District Council.
- Appoint a local liaison person responsible for community housing.

Some Community Boards have specific delegations in addition to the broad delegations above:

**Stewart Island/Rakiura Community Board**

- Contributing to the development of policy relating to the governance of the Stewart Island Electrical Supply Authority (SIESA).
- Overseeing the management of SIESA by way of relationship with officers of Southland District Council.

**Te Anau Community Board**

- Overseeing the management of the Te Anau/Manapouri Airport by way of relationship with officers of Southland District Council.

The Community Boards can make recommendations to Council on:

**Assets and Facilities**

- Annually providing feedback on any asset management plans or community services strategies applicable to the community for which the Community Board is responsible.

**Rentals and leases**

- In relation to all leases of land and buildings within their own area, on behalf of Council;
  - Recommending rentals in excess of \$10,000 per annum to the Group Manager Services and Assets
  - Recommending the preferential allocation of leases where the rental is in excess of \$10,000 per annum to the Group Manager Services and Assets.

**Contracts/Tenders**

- Recommending tenders less than \$200,000 to the Group Manager Services and Assets.
- Recommending tenders in excess of \$200,000 to the Services and Assets Committee.
- Recommending tenders to the Services and Assets Committee where preference is not for acceptance of the highest tenderer,

**Financial**

- Recommending annual estimates to Council.
- Recommending unbudgeted expenditure in excess of \$10,000 to the Services and Assets Committee.

**Local Policy**

- Considering matters referred to it by officers, the Council, its committees or subcommittees, including reports and policy and bylaw proposals relating to the provision of council services within the Board's area; and
- Making submissions or recommendations in response to those matters as appropriate.

The Chairperson of each Community Board is delegated with the following additional responsibilities:

- Approval of leases, rental agreements and the rollover of existing contracts under \$1,000;
- Engaging with Community Board members to make submissions to the Council on behalf of the Community Board where a submission period is outside of the Community Board meeting cycle. Where a Chairperson is unable to base a submission on a consensus among Community Board members, a Community Board meeting must be held.

-

---

TABLE OF CONTENTS

ITEM	PAGE
<b>PROCEDURAL</b>	
1 Apologies	7
2 Leave of absence	7
3 Conflict of Interest	7
4 Public Forum	7
5 Extraordinary/Urgent Items	7
6 Confirmation of Minutes	7
<b>REPORTS</b>	
7.1 Schedule of Meetings for 2018	17
<b>UPDATES</b>	
8.1 Chairperson's Report	
The Chairman, Member Stewart, to report on matters with which he has been involved since the Board's last meeting.	
8.2 Councillor's Report	
Councillor Perham to report on matters from the Council table.	



---

**1 Apologies**

At the close of the agenda no apologies had been received.

**2 Leave of absence**

At the close of the agenda no requests for leave of absence had been received.

**3 Conflict of Interest**

Board Members are reminded of the need to be vigilant to stand aside from decision-making when a conflict arises between their role as a member and any private or other external interest they might have.

**4 Public Forum**

Notification to speak is required by 5pm at least two days before the meeting. Further information is available on [www.southlanddc.govt.nz](http://www.southlanddc.govt.nz) or phoning 0800 732 732.

**5 Extraordinary/Urgent Items**

To consider, and if thought fit, to pass a resolution to permit the committee to consider any further items which do not appear on the Agenda of this meeting and/or the meeting to be held with the public excluded.

Such resolution is required to be made pursuant to Section 46A(7) of the Local Government Official Information and Meetings Act 1987, and the Chairperson must advise:

- (i) the reason why the item was not on the Agenda, and
- (ii) the reason why the discussion of this item cannot be delayed until a subsequent meeting.

Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

"Where an item is not on the agenda for a meeting,-

- (a) that item may be discussed at that meeting if-
  - (i) that item is a minor matter relating to the general business of the local authority; and
  - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
- (b) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion."

**6 Confirmation of Minutes**

6.1 Meeting minutes of Riverton/Aparima Community Board, 16 October 2017



---

## Riverton/Aparima Community Board

### OPEN MINUTES

---

Minutes of a meeting of Riverton/Aparima Community Board held in the SDC Office, Riverton, 117 Palmerston Street, Riverton on Monday, 16 October 2017 at 5.38pm.

---

#### PRESENT

<b>Chairperson</b>	Blair Stewart
<b>Deputy Chairperson</b>	Jan Breayley
<b>Members</b>	Neil Linscott
	Corey Mennell
	Andrew Wilson
	Councillor Nick Perham

#### IN ATTENDANCE

<b>Project &amp; Programme Manager</b>	Bevan McKenzie
<b>Accountant</b>	Shelley Dela Llana
<b>Committee Advisor</b>	Alyson Hamilton
<b>Community Partnership Leader</b>	Simon Moran



## 1 Apologies

Moved Member Linscott, seconded Member Breayley and **resolved:**

**That the Riverton/Aparima Community Board accept the apology for non-attendance from Member Stuart.**

## 2 Leave of absence

There were no requests for leave of absence.

## 3 Conflict of Interest

There were no conflicts of interest declared.

## 4 Public Forum

### Aparima College Tree Project

Lyn Grove, Zara Heath, Mr Abernathy, Brook Grimwood addressed the meeting advising of a proposed beautification project on the College grounds following the felling of a block of trees. The area boundaries the Riverton recreation reserve.

Mrs Grove explained the trees had to be felled due to Health and Safety issues which gave the students and teachers an opportunity to be involved in planning beautification of the area.

Mrs Grove advised the students have a vision for the area which includes plantings of native trees and shrubs and a meandering pathway of approximately 800 meters through the area. Students ideas for the future include a bicycle track, wooden play park, pergola and barbeque areas.

Mrs Grove outlined a progress plan which included;

- Phase 1 - November 2017 to April 2018 which includes chipping waste branches, contour land and construct a meandering pathway.
  - 13 working bees (estimate)
  - Estimated cost \$15,000
  - Funds so far \$2,000 from Fonterra Grassroots Fund (some to be spent on trees)
  - \$2,000 from felled trees
  - Application to Southland District Council Initiatives Fund (pending)
- Phase 2 - April 2018 to November 2018 - picnic tables, benches, construct information boards, prepare ground and plant trees.
  - Estimated cost \$10,000
- Phase 3 - December 2018 onwards - schedule of maintenance
  - Estimated cost \$1,000 per annum

Mrs Grove sought Board support for the project suggesting the Board may wish to work in with the College in continuing the beautification along the recreation reserve area.

The Board agreed to support the Aparima College walkway project in principle, and further agreed to work with the College in regards continuation of the beautification along the recreation reserve area. The Board requested the Group provide a plan of the proposed walkway to be presented to the Board for further discussion.

## **5 Extraordinary/Urgent Items**

There were no Extraordinary/Urgent items.

## **6 Confirmation of Minutes**

### **Resolution**

Moved Member Linscott, seconded Member Breayley **and resolved:**

**That the minutes of Riverton/Aparima Community Board, meeting held on 21 August 2017 be confirmed as a true and correct record.**

## **Reports for Recommendation**

### **7.1 Review of how local rates are assessed**

#### **Record No: R/17/10/23329**

Shelley Dela Llana, Accountant, presented the report.

Mrs Dela Llana advised the purpose of this report is to review the Local Targeted Rates setting for the Riverton/Aparima Community Board for the 2018-2028 Long Term Plan.

Mrs Dela Llana informed with the review of the 2018-2028 Long Term Plan currently underway Council has an opportunity to achieve consistency in the way it sets rates for local communities.

Mrs Dela Llana explained local rating can be undertaken by way of targeted rates that are set either as a uniform or differential rate on property value and/or a Uniform Targeted Rate (UTR) per rating unit or on Separately Used or Inhabited Part (SUIP) of a rating unit.

The Board was advised that currently, Council applies a rate in the dollar (RID) on land value for some local rates and others are set as a UTR by way of a fixed amount per rating unit. In some instances the rate is applied differently depending on land use (ie residential, commercial or rural).

Members noted Council has eight Community Board (CB) rates, five of these are collected as UTR and only three are collected as a RID on land value. Riverton/Aparima is one of the three communities currently collecting their local rate as a RID on land value.

Mrs Dela Llana advised for the 2017/2018 year, the Riverton/Aparima CB rate is set to collect a total of \$552,382 (GST exclusive) from 1,457 rateable assessments. The amount each assessment is liable to pay varies from \$26.87 (GST incl) to \$2,935.21 (GST incl) depending on the value of the land. Changing to a UTR could result in all ratepayers paying an equal \$418.24 (GST incl) per rateable assessment. A differential factor can still be applied to a UTR rate.

Mrs Dela Llana advised this rate currently also applies a differential, however it only specifies a residential and rural differential category. Commercial properties are rated as part of the residential sector. Other communities have commercial as a separate category.

Mrs Dela Llana explained to achieve some consistency it is recommended that a commercial differential category be added to Riverton/Aparima CB Rate on the same factor as residential (1.0) to remove any ambiguity.

The Board noted the recommendation of this report is that the Riverton/Aparima Community Board Rate be set and assessed as a Uniform Targeted Rate effective from 1 July 2018 and no differentials be applied.

### **Resolution**

Moved Member Wilson, seconded Member Mennell **and resolved:**

**That the Riverton/Aparima Community Board:**

- a) **Receives the report titled “Review of how local rates are assessed” dated 9 October 2017.**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Recommends to Council that the Riverton/Aparima Community Board Rate be set and assessed as a Uniform Targeted Rate with no differentials, effective from 1 July 2018, and this be consulted on with the community as part of the 2018-2028 Long Term Plan.**

### **Reports**

#### **8.1 Council Report**

**Record No: R/17/9/21160**

Simon Moran, Community Partnership Leader, and Bevan McKenzie, Project and Programme Manager, presented the report.

Mr Moran advised the purpose of the report is to provide an overview of key issues across the Southland District, as well as high level local issues from various Council units.

Mr Moran informed the report highlighted various issues of interest including;

- SoRDs
- Freshwater National Policy Statement
- Milford Opportunities Project
- Land and Water plan Implementation
- Roading Contracts

- Welcoming communities
- Community Governance review update
- Community leadership Plans
- Bath Road  
Mr Moran advised Council has confirmed in writing to LINZ that the work at the causeway has been completed to Council's satisfaction allowing the transfer of ownership to take place.
- Taramea Sound-shell site  
Mr Moran informed construction has begun on the BBQ shelter and much of the landscape planting has been completed although there may be a need for some further infill/ground cover planting to reduce the amount of weeding the area will require.
- Havelock Street  
Mr Moran advised Council has asked Opus, its roading consultant, to undertake an assessment of the Havelock Street area to identify how the stormwater issue can be managed. The key issue is how the stormwater that would be collected by any Kerb and Channel can then be disposed of.
- Riverton Grandstand  
The Board was informed the construction of the Riverton Grandstand is nearly completed.
- Mitchell's Bay  
Members were advised of an approach from the Surf Riders Club seeking a general tidy up of the area around the changing sheds. Council's community engineer will be working with this group to undertake some improvement work in the area.
- Riverton Water Supply  
Mr McKenzie advised the plant was changed over to the bore water on Tuesday 26<sup>th</sup> September 2017. Mr McKenzie added the membranes are working well, the water out of the nano filtration membrane plant having lower conductivity indicating that they are working correctly.  
  
Mr McKenzie explained two lots of samples were sent to a lab to test the hardness of the water and those results show that it has been significantly reduced to the levels that Council was aiming for.  
  
Members were advised that staff have kept a close watch on the plant operation over the last two weeks and it continues to operate as it should.

### **Resolution**

Moved Member Linscott, seconded Member Mennell **and resolved:**

**That the Riverton/Aparima Community Board:**

- a) **Receives the report titled "Council Report" dated 6 October 2017.**

## **8.2 Request from Te Hikoi for an increase of Funding for the Information Centre Services**

**Record No: R/17/10/24121**

Simon Moran, Community Partnership Leader, presented the report.

Mr Moran advised the purpose of the report is for the Board to consider an increase to the level of funding that is currently provided to support Te Hikoi Heritage Centre.

Following discussion the Board agreed to an increase of \$2,000 per annum to assist with operational expenses.

### **Resolution**

Moved Chairperson Stewart, seconded Member Wilson **and resolved:**

**That the Riverton/Aparima Community Board:**

- a) Receives the report titled "Request from Te Hikoi for an increase of Funding for the Information Centre Services" dated 6 October 2017.**
- b) Agrees to provide an additional \$2,000 per annum of funding to Te Hikoi to assist with operational expenses.**

## **8.3 Financial Report to Riverton/Aparima Community Board for the year ended 30 June 2017**

**Record No: R/17/8/19242**

Shelley Dela Llana, Accountant presented the report.

Mrs Dela Llana advised the purpose of the report is to update the Board on the financial results for the year ended 30 June 2017.

### **Resolution**

Moved Chairperson Stewart, seconded Cr Perham **and resolved:**

**That the Riverton/Aparima Community Board:**

- a) Receives the report titled "Financial Report to Riverton/Aparima Community Board for the year ended 30 June 2017" dated 9 October 2017.**

## **8.4 Strategic Framework 2018 - 2028 Long Term Plan**

**Record No: R/17/9/23121**

Simon Moran, Community Partnership Leader, presented the report.

Mr Moran advised the purpose of this report is to update Community Boards, Community Development Area Subcommittees and other local Council committees on the revised Strategic Framework that has been developed by Council for the Long Term Plan 2018-2028.

Mr Moran explained the report presents the framework for information and highlights the key changes to the Council's intended areas of focus in response to the key strategic challenges facing Southland District over the next twenty years.

### Resolution

Moved Member Linscott, seconded Member Mennell **and resolved:**

**That the Riverton/Aparima Community Board:**

- a) **Receives the report titled "Strategic Framework 2018 - 2028 Long Term Plan" dated 9 October 2017.**

## 8.5 Local Budgets for the Long Term Plan 2018-28

**Record No: R/17/10/23589**

Shelley Dela Llana, Accountant, presented the report.

Mrs Dela Llana advised that the purpose of the report was to recommend to Council the local budgets for the 2018-2028 Long Term Plan and provides an overview of the local activities and services for Riverton for 2018-2028 which are provided under the governance of the Riverton/Aparima Community Board.

The Meeting noted that the report also details the estimated costs of these activities over the 10 years as well as the draft rates.

Mrs Dela Llana informed the draft budgets will be incorporated into the Council's draft Long Term Plan (LTP) 2018-2028 which will be released for consultation in March 2018. Once the plan is finalised (and subject to any changes resulting from submissions), the budgets shown for 2018/2019 will be used to set rates for the year beginning 1 July 2018 (referred to as LTP year 1).

In discussing the planned projects the Meeting agreed that the proposed walking track project from Taramea (Howells Point) around the Coast at a cost of \$200k be deferred and revisited at a later date.

Following discussion on the overview of the rates it was agreed to an increase of funding of the annual allocation to Te Hikoi Heritage Centre of \$2,000 to be funded by rates. An addition of a general beautification budget of \$20,000 to be funded by general reserves and that it be proposed to collect the total rates required for the Riverton Pool being \$37,902.

### Resolution

Moved Member Linscott, seconded Member Mennell **recommendations a to c, d with changes as indicated (with ~~strikethrough~~ and underlining) and resolved:**

**That the Riverton/Aparima Community Board:**

- a) **Receives the report titled "Local Budgets for the Long Term Plan 2018-28" dated 9 October 2017.**
- b) **Determines that this matter be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis**

of costs and benefits or advantages and disadvantages prior to making a decision on this matter.

- d) **Recommends to Council that the following rates and charges (including GST) for the year commencing 1 July 2018 be included in the 2018-2028 Long Term Plan subject to;**

- **Te Hikoi Heritage Centre -increase of annual allocation of \$2,000 to be funded by rates.**
- **General beautification - \$20,000 to be funded by general reserves**
- **Riverton Pool rate - collect the actual amount in totality \$37,902**

<u>Rate</u>	<u>Rate GST inclusive</u>
<b>Riverton/Aparima CB Rate</b>	<b><u>\$490,087</u> <u>\$492,087</u></b>
<b>Riverton/Aparima Pool Rate</b>	<b><u>\$37,902</u></b>

- e) **Identifies the following projects for the local area that need to be included in the 2018-2028 Long Term Plan consultation process to encourage feedback from the local community. These being:**

- **Footpath upgrade ongoing**
- **Uniform Targeted Rate with no differentials**

## 9.1 Chairperson's Report

The Chair, Member Stewart reported on activities with which he has been involved since the Board's last meeting. This included the following:

- Advice of upcoming Christmas Parade.
- Letter from Janice Templeton seeking a response to her letter regarding the Waipango Memorial Gates. Letter to be forwarded to Property Staff for response.
- Letter from Janice Templeton seeking a response to her letter regarding the Railway reserve. Letter to be forwarded to Property Staff for response.
- Approach from Beautification Group for purchase of whirly gigs - the Board agreed to the purchase of 8 whirly-gigs at a cost of \$300 to be placed in the concrete garden plots along Palmerston Street.
- Request for Letter of appreciation to Riverton Lions in the placement of a garden seat adjacent the Rowing Club.
- Advice that posts and rope to be put up as a barrier at Mores Reserve.
- Advice that basketball poles to be placed at Taramea Bay along with the shelter lined and to be painted.

Moved Chairperson Stewart, seconded Member Breayley **and resolved:**

**That the Riverton/Aparima Community Board:**

- a) **Requests a letter of appreciation be forwarded to the Riverton Lions Club for the placement of a garden seat adjacent the Rowing Club.**
- b) **Agrees to the purchase of 8 whirly gigs to be placed in the concrete garden plots situated along Palmerston Street at a total cost of \$300 (incl GST) to be funded from the general budget.**

---

**9.2 Councillor's Report**

Councillor Perham reported on activities from the Council table. These included:

- Attendance at numerous workshops on Long Term Plan.
- Rebranding for Southland District has been very successful.

The meeting concluded at 7.37pm

CONFIRMED AS A TRUE AND CORRECT RECORD AT A  
MEETING OF THE RIVERTON/APARIMA COMMUNITY  
BOARD HELD ON MONDAY, 16 OCTOBER 2017.

**DATE:**.....

**CHAIRPERSON:**.....



## Schedule of Meetings for 2018

**Record No:** R/17/11/28261

**Author:** Alyson Hamilton, Committee Advisor

**Approved by:** Rex Capil, Group Manager Community and Futures

☒ Decision

☐ Recommendation

☐ Information

### Purpose

- 1 The purpose of the report is to approve a schedule of meeting dates for 2018 so that meetings can be publicly notified in accordance with the requirements set by the Local Government Official Information and Meetings Act 1987 following the Council adopting a meeting schedule for 2018.

### Executive Summary

- 2 The adoption of a meeting schedule allows for reasonable public notice preparation and planning for meeting agendas. The Local Government Official Information and Meetings Act 1987 which has requirements for Local Authorities to follow for public notification of meetings.
- 3 The meeting schedule for the Riverton/Aparima/Community Board is required to be set for 2018.
- 4 Southland District Council approved the Terms of Reference for the Community Boards at its meeting on 26 October 2016. In the approved terms of reference was the frequency of meetings. Community Boards will meet in February, April, June, August, October and December.

## Recommendation

That the Riverton/Aparima Community Board:

- a) Receives the report titled "Schedule of Meetings for 2018" dated 4 December 2017.
- b) Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.
- c) Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- d) Agrees to meet at 5.30pm at the Southland District Council Riverton office, 117 Palmerston Street, Riverton on the following dates in 2018:
  - Monday, 12 February 2018
  - Monday, 9 April 2018
  - Wednesday, 6 June 2018
  - Monday, 13 August 2018
  - Monday, 8 October 2018
  - Monday, 3 December 2018

## Background

- 5 An approved schedule of meetings dates is required so that meetings can be publicly notified in accordance with the Local Government Official Information and Meetings Act 1987.

## Factors to Consider

### Legal and Statutory Requirements

- 6 The legal and statutory requirements for meetings of Council, Committees, Subcommittees and Community Boards are spelt out in the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987.

### Community Views

- 7 There are no community views.

### Costs and Funding

- 8 The only costs for the implementation of a meeting schedule are the public notification via the newspaper once a month in accordance with the Local Government Official Information and Meetings Act 1987.

### Policy Implications

- 9 There are no policy implications.

## Analysis

### Options Considered

- 10 Options considered are that if no meeting schedule be agreed, then no meetings of the Riverton/Aparima Community Board could be held. The other option is to adopt a meeting schedule as proposed in the recommendations which enables dialogue between the Community Board and District Council Staff on a regular basis.

### Analysis of Options

#### Option 1 – No meeting schedule

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• There are no advantages</li></ul>	<ul style="list-style-type: none"><li>• Council officers and Community Board unable to achieve work in the Boards area as no meetings are being held.</li></ul>

#### Option 2 – Adoption of a schedule of meetings

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• Council officers and Community Board are able to achieve work in the Boards area as meetings are being held on a regular basis</li></ul>	<ul style="list-style-type: none"><li>• There are no disadvantages</li></ul>

### Assessment of Significance

- 11 The assessment of significance is that this is not significance as defined in the Local Government Act 2002.

### Recommended Option

- 12 The recommended option is option 2 – Adoption of a schedule of meetings.

### Next Steps

- 13 The next steps once the schedule is adopted it to ensure that each month the meetings are publicly notified to enable the Community Board to meet.

### Attachments

There are no attachments for this report.