

# **Community Board Liaison Representatives**

---

<b>TO</b>	Tairua-Pauanui Community Board
<b>FROM</b>	Garry Towler - Area Manager Whangamata/Tairua-Pauanui
<b>DATE</b>	14 October 2016
<b>SUBJECT</b>	<b>Community Board Liaison Representatives</b>

---

## **1 Purpose of Report**

For the Community Board to consider establishing liaison representatives for the current term of the community board.

## **2 Background**

In the previous term, Tairua-Pauanui Community Board members were appointed liaison representatives to work with other organisations related to the area.

The Tairua-Pauanui Community Board needs to consider whether or not it wishes to continue to appoint liaison representatives, and decide which members will be responsible for what liaison position, or whether it wishes to develop new arrangements.

A list of the liaison positions that were in place in the previous term and those proposed for the 2016-2019 term is attached (**Attachment A**).

## **3 Issue**

### **Liaison representatives**

To ensure that the Board is aware of the needs and activities of community organisations, they may choose to appoint an identified liaison representative.

On behalf of the Board, the liaison representative (or in his/her absence, an alternate representative) shall have specific responsibility for:

- Providing the initial point of contact for the Organisation on behalf of the Community Board.
- Developing an effective working relationship between the Board and the Organisation where necessary.
- Reporting back to the Board following any contact with the Organisation.
- Liaising with the Thames-Coromandel District Council officer where necessary (usually the Area Manager) to ensure that all parties are kept informed of relevant issues.

The liaison representatives do not have authority to:

- Assign any of their responsibilities, duties, or powers.
- Hold a position on the management committee of the Organisation on behalf of the Board.
- Commit Thames-Coromandel District Council or the Board to contractual obligations or expenditure.

## Options

The following options exist:

**Option A** - Continue assigning Tairua-Pauanui Community Board members Liaison Representatives for areas of liaison with the community, giving consideration to each new members area of preference.

**Option B** - Review the current structure and decide on alternative means. This could include not appointing liaison representatives and dealing with the majority of issues at the board level.

## 4 Discussion

The Community Board liaison representatives from the previous term ceased to exist on election-day. Should the Board wish to do so, new representatives can be appointed to liaison positions to work with community organisations in the community board area or they could decide on alternative means.

## 5 Suggested Resolution(s)

That the Tairua-Pauanui Community Board:

1. Receives the report.
2. Decides whether it wishes to establish liaison representatives for the current term or whether it wishes to develop new arrangements.
3. Appoints nominated Board members as liaison representatives to community groups/organisations, should it decide to re-establish liaison representatives and adopt the terms of reference for liaison representatives (**Attachment B**).

## References-Tabled/Agenda Attachments

**Attachment A:** Summary of Community Groups/Organisations appointed for the 2013-2016 term and those proposed for the 2016-2019 term.

**Attachment B:** Terms of Reference for liaison representatives.

*Attachment A*  
Attachment A - Community Groups-Organisations Liaison Representatives

**Attachment B - Liaison Representative TOR 2016**