



Terms of Reference

Te Oro Committee

27 February 2015

(Minor amendment: 22 November 2016 , referencing the Appointed Member Expense Rules and Fees Framework)

1.0 Introduction

The Glen Innes Music and Arts Centre for Youth Committee is a committee of the Maungakiekie-Tamaki Local Board (hereafter referred to as the board). The Terms of Reference outlines the purpose, objectives, responsibilities and decision making powers of the committee. It also sets out the membership of the committee and other relevant information.

2.0 Purpose

The purpose of the committee is to govern the Glen Innes Music and Arts Centre for Youth (hereafter referred to as the “centre”), within the parameters delegated to it by the board and set out under section 5.0 of the Terms of Reference.

3.0 Objectives

Objectives of the committee include:

- leading the realisation of the vision and goals of the centre as defined in the charter (attached as Appendix Two);
- ensuring the centre can continue to serve its purpose for current and future generations;
- including local community and mana whenua perspectives in governance decisions.

4.0 Responsibilities

The committee will be responsible for:

- making decisions and recommendations as defined by its delegated powers;
- reporting their resolutions to the board’s next available business meeting.

5.0 Delegated powers

The committee has the following powers:

- deciding the work programme for the centre within the operational budget allocated by the board;

- reviewing quarterly reports from council staff that track progress, deliverables and updates as they relate to the centre's work programme;
- making recommendations to the board on all other matters relating to the centre.

The committee does not have decision-making powers over the following:

- management of centre staff
- capital expenditure
- land-owner decisions
- day to day operational matters.

6.0 Membership

6.1 Committee members

The board made an in principle decision to establish a committee of the board with community members at its July 2013 business meeting. At its December 2013 business meeting the board further directed council staff to progress a terms of reference which allowed for community members to be part of a committee of the board.

Membership of the committee is as follows:

- Three board members.
- Three community members. These will be composed of
 - one member from mana whenua iwi (Ngai Tai ki Tamaki, Ngati Paoa or Ngati Whatua Orakei)
 - two members of the local community.

6.2 Term of appointment

The board can appoint committee members at any stage throughout their three year term. Notwithstanding this, and the likelihood that this will be the case for the first term of the committee, it is expected that the standard term of appointment will be for three years. This term would commence following the appointment of committee members at the first meeting of the board following their coming in to office, and end following the triennial local government elections when the committee will be deemed to be discharged as per 2.7.2 of Standing Orders.

It is the intention of the board to appoint members for the duration of the three year term, notwithstanding that they have the right to discharge members as outlined in 2.9.1 of Standing Orders.

The mana whenua seat will be recommended by Ngai Tai ki Tamaki, Ngati Paoa or Ngati Whatua Orakei at the end of each term.

6.3 Appointment of the chairperson and deputy chairperson

As per 2.2.2 of Standing Orders, the chairperson and deputy chairperson of the committee will be elected by committee members at their first meeting.

7.0 Additional notes

7.1 Community members of committee

7.1.1 Resourcing

Community members are entitled to claim meeting allowances and vehicle mileage allowance in accordance with current Auckland Council policy on *Appointed Member Expense Rules and Fees Framework. The current schedule of rates is attached at Appendix three.

7.1.2 Providing a mana whenua perspective

The mana whenua iwi member is a member of the committee for the purposes of providing a local mana whenua perspective at a governance level. They are not there as formal representatives of mana whenua, and are not to be used as the only means of engagement with Ngai Tai ki Tamaki, Ngati Paoa or Ngati Whatua Orakei with regards to the centre.

7.1.3 Providing a local community perspective

The two local community members are members of the committee for the purposes of providing a local community perspective at a governance level. They are not there as formal representatives of the community, and are not be used as the only means of engagement with the local community with regards to the centre.

7.2 Standing Orders

Local Board Standing Orders will apply to the committee and are attached as Appendix One.

Appendix One (Local Board Standing Orders)

Appendix Two (The Charter)

Appendix Three (Appointed Member Expense Rules and Fees Framework)