

SOUTH WAIRARAPA DISTRICT COUNCIL

8 AUGUST 2018

AGENDA ITEM C4

COMMUNITY HOUSING WORKING PARTY

Purpose of Report

To seek a resolution of Council to formally constitute the Community Housing Working Party, Terms of Reference, and to formally appoint members.

Recommendations

Officers recommend that the Council:

1. *Receive the Community Housing Working Party Report.*
2. *Formally constitute the Community Housing Working Party.*
3. *Adopt the Community Housing Working Party Terms of Reference.*
4. *To formally appoint councillors Wright (Chair), Colenso, Craig and Olds.*

1. Executive Summary

A Community Housing Working Party was informally setup by the Mayor to carry out a community housing review and inform the long term plan 18/28 process. The Mayor appointed councillors Wright (Chair), Colenso, Craig and Olds to the Working Party as per her delegations under the Local Government NZ Act.

It has recently come to our attention that the Working Party was not officially constituted, so a resolution of Council is sought to constitute the Working Party, adopt the proposed terms of reference and in the Mayor's absence formally appoint those elected members Her Worship sought fit to appoint. Mayor Napier has requested that Cr Vickery also be appointed to this Working Group.

2. Appendices

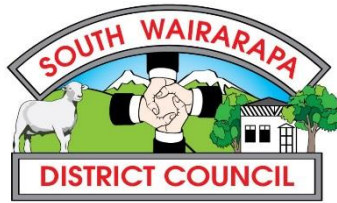
Appendix 1 – Community Housing Working Party Terms of Reference

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Cr Colin Wright (Chair)

Reviewed By: Paul Crimp, Chief Executive

Appendix 1 – Community Housing Working Party Terms of Reference



SOUTH WAIRARAPA DISTRICT COUNCIL

COMMUNITY HOUSING WORKING PARTY

TERMS OF REFERENCE

1. Purpose

To review Council's Community Housing Policy.

To review Council's housing portfolio involvement including giving consideration to central government policy impacts on Council, ratepayers and community housing tenants.

2. Working Party Responsibilities

Council are aware of the importance of ensuring that housing is available to people on low incomes and to some of the more vulnerable members of our community.

The Working Party is tasked with the following responsibilities in order to achieve the best outcome possible for all stakeholders:

- To review Council's Community Housing Policy and make recommendations to Council on any proposed changes.
- To make recommendations to Council on community housing funding as outlined in Council's Revenue and Financing Policy.
- To review Council's involvement with community housing and make any recommendations for consideration by the Council's Annual Plan / LTP working party.

3. Membership

Membership to be as follows:

- Five elected members; ensuring representation from each of the wards.
- Chair to be appointed by the Mayor.

Council officers are not members of the Working Party but may attend meetings as required.

4. Accountability and Reporting

The Chair will provide reports on progress and any recommendations to the Council's LTP/Annual Plan Working Group for possible inclusion in the draft Annual Plan.

5. Operating Model

5.1 Meetings

5.1.1. Timing and Frequency

As and when required in order to progress the purpose in a timely manner.

5.1.2. Convening of Meetings

The chair will convene the meetings.

5.1.3. Location

The meeting location is to be agreed by the Working Party or will be the Council building, Martinborough by default.

5.1.4. Quorum

Three members will constitute a quorum.

5.1.5. Duration of the Working Party

The working party will be discharged once their specific responsibilities have been achieved.