Far North District Council

SECTION 3 – RESERVE MANAGEMENT COMMITTEES

BACKGROUND

Committees are set up under Schedule 7 (30-31) of the Local Government Act 2002. The role of rural domain committees is primarily to provide basic maintenance of rural domains (e.g. mowing, rubbish collection, toilet cleaning) and to advise Council on domain management. Reserve management committees have also been set up to manage some reserves, such as Lindvart Park and Russell Sports Ground.

Community Boards provide funding to these committees to carry out their work. The arrangement is beneficial to Council as the domains are generally remote and are more efficient to manage locally. The arrangement also provides local employment and provides local input into the ongoing management of these reserves.

Rural Domain or Reserve management committees are not decision-making bodies. The overall management of reserves rests with Council.

POLICIES

1. The role of rural domain or reserve management committees is to:

    a. provide administration and basic maintenance of reserves as agreed between each committee and the local community board

    b. provide advice to the local community board on on-going domain management

2. Management committees shall ensure the land they administer is used in the first instance to foster and promote sport and recreation.

3. The administration of leases is a matter for Council as the administering body and not with management committees. The management committee may negotiate lease terms and conditions as it sees fit and recommend these to the Community Board.

4. Council is responsible for deciding reserve management plans.

5. Council will establish a service level agreement with each management committee and Council may provide an operational grant.

6. Council will monitor the work of management committees and ensure that any funding is appropriately spent.

7. Management committees should be encouraged to be incorporated societies. Annual General Meetings will be held every year and all committees shall be comprised of four or more members, including a local Community Board representative to be appointed at the beginning of each electoral term.

8. Each management committee shall get their accounts independently reviewed by a suitably qualified person. A copy of the reviewed financial accounts and an activity report shall be

    submitted to the Council annually, prior to allocation of the year's funding. The accounts shall also be available for Council review upon request.

9. Management committees will inform the Council of the need for major maintenance and capital improvements, which will then assess these requests on a priority-needs basis as part of Council's Long Term Plan process.

10. If, in the future, there is insufficient membership to continue a management committee or the committee is unable to function in its required capacity, the committee will be dissolved and the operation will be taken over by the Council.

11. The following Reserve or Domain Management Committees have been appointed by Council:

- Lindvart Park
- Simson Park
- Maromaku Domain
- Russell Sports Ground
- Kawakawa Domain
- Kaeo Domain

12. Maromaku Domain Board, Russell Sports Club Inc, and Kawakawa Domain currently receive a $5,000 grant towards maintenance.

13. Payment of grants is made after a Letter of Agreement is exchanged and after the presentation of the annual report to the Community Board.

14. Kawakawa Domain committee includes the oversight of the land used by Kawakawa Bowling Club, United Kawakawa Rugby Football Club, and the old Domain.

15. Each Community Board will review and confirm the membership of the management committees at the beginning of each electoral term.

16. The Community Board will appoint a Board member to the management committee at the beginning of each electoral term.