

29 October, 2020

**Community Committee Chairpersons  
Community Committee Secretaries**

**cc: Councillors**

**Malvern Community Board Members**

Kia ora Committee Chairpersons and Secretaries,

I am writing to update the Committee on topical issues;

**ELECTIONS:**

Initially, Triennial elections were delayed pending Council making some decisions about the future model of Community Committees of Council. At the time decisions were expected before October 2020 so that, if elections were decided to be part of the future model, they could take place in late October / November 2020.

Given the impact of Covid, at this time no decision has been made and there is therefore no urgency for Committees to hold Triennial elections;

- Some Committees have already held elections, for various reasons, and that is perfectly acceptable
- Some Committees have decided not to hold elections, and that is perfectly acceptable at this time
- A couple of Committees have asked if they can simply replace any outgoing User Group members of their Committee (e.g. A Tennis Club may want to appoint a new Tennis Club member to replace a “retiring” Tennis Club member on a Committee), rather than hold an election, and that is perfectly acceptable at this time
- A Committee has asked if a member retirement results in less than the required number of Committee members, can the Committee continue to operate, in the meantime, and that is perfectly acceptable at this time
- For those Committees that are keen to proceed with planning for / holding elections that is perfectly acceptable but not a requirement.

If you are a member of a Committee that is keen to proceed with and hold an election, feel free to contact [committees@selwyn.govt.nz](mailto:committees@selwyn.govt.nz) if you have any questions or want some advice or assistance from Council.

The Community Committees of Council that Council staff understand have **NOT** held elections are identified below.

Staff have compiled this list using a committee’s official **notice of a Triennial meeting** as published in Council Call.

Please advise [committees@selwyn.govt.nz](mailto:committees@selwyn.govt.nz) if your Committee is listed below, but a Triennial election has been held. Please advise [committees@selwyn.govt.nz](mailto:committees@selwyn.govt.nz) if your Committee is not listed below and **no** Triennial election has been held:

Broadfield District Community Committee	Arthur's Pass Assn (Inc)
Courtney Reserve Management Committee	Arthur's Pass Community Centre (Inc)
Doyleston Community Committee	Lakeside Community Memorial Hall Committee (Inc)
Greenpark Memorial Hall Committee	Motukarara Community Hall Committee (Inc)
Halkett Community Committee	Prebbleton Community Association (Inc)
Lakeside Reserve Management Committee	Prebbleton Public Hall Society (Inc)
Lincoln Community Committee	Rolleston Residents Assn (Inc)
Lincoln Events Centre Committee	Tai Tapu Community Assn (Inc)
Prebbleton Reserve Management Committee	Waihora Park Reserve (Inc)
Rhodes Park Domain Board	Weedons Residents Assn (Inc)
Rolleston Community Centre Mgmt Committee	West Melton Residents Assn (Inc)
Southbridge Park Committee	Windwhistle District Society (Inc)
Weedons Reserve Committee	
West Melton Reserve Board	

Council would appreciate receiving a copy of the minutes and contact details for the elected committee members in any instance of an election / change in membership takes place.

#### **SERVICE LEVEL AGREEMENTS (SLA):**

Council staff have been meeting with community committees of council when requested to discuss Service Level Agreements. If your Committee is interested in such a discussion, feel free to contact [committees@selwyn.govt.nz](mailto:committees@selwyn.govt.nz) to initiate a meeting. At this time in the year a number of meetings are planned so it is likely that requests for additional meetings will take place in 2021.

#### **BOOKINGS INVOLVING ALCOHOL:**

A number of queries have been received regarding the practical implications of the "Sale and Supply of Alcohol Act, 2012" All Council employed Duty Managers and / or Facility Caretakers have now received guidance and training regarding bookings involving alcohol. These staff members have also been issued with "Guidelines" to assist in determining when a licence is required.

For Committees that are continuing to take bookings directly for a particular centre/hall, a physical copy of these Guidelines can be provided for your reference, feel free to contact [committees@selwyn.govt.nz](mailto:committees@selwyn.govt.nz)

#### **COMMUNITY FUNDING:**

A friendly reminder that the next round of Selwyn Community Fund closes on **31 October**.

The Selwyn Community Fund is designed to support events and activities that make Selwyn a great place to live, work and play by contributing to community wellbeing, bringing communities together and attracting visitors to Selwyn.

The Selwyn Community Fund is a key mechanism for the Council to financially support community groups doing positive things.

The fund was established in 2018, bringing together an existing fund (Community Events Fund) along with new funds, under a new contestable funding application process.

Applications for the Selwyn Community Fund are open year round, with funding allocated in **four** rounds each year. Follow this link to [Selwyn Community Fund](#) for application forms and information.

**Coming up;**

**Round two:** 31 October 2020

**Round three:** 31 January 2021

**Round four:** 30 April 2021

**Round one:** 31 July 2021

**CHRISTMAS ACKNOWLEDGEMENT OF COUNCIL VOLUNTEERS:**

Finally, each Committee of Council has received an invitation for 2 Committee members to attend a Christmas event. We have not always been as strict on numbers but things have changed post-Covid and we do have to manage numbers, so please ensure the 2 members RSVP to [committees@selwyn.govt.nz](mailto:committees@selwyn.govt.nz) or phone 347 2800 to speak to Bernadette Ryan by **6 November 2020**.

Ngā mihi nui

A handwritten signature in black ink, appearing to read 'DKidd', is positioned above a faint, light grey rectangular stamp.

Denise Kidd

**Group Manager – Community Services and Facilities**