

Draft Terms of Reference for the committees of the Wellington Regional Council: 2007-2010 triennium

For recommendation to the incoming Council
following the 2007 triennial elections

FOR FURTHER INFORMATION

Greater Wellington –
Regional Council
Wellington
P O Box 11646
T 04 384 5708
F 04 385 6960
W www.gw.govt.nz

E/06/02/04

Contents

1.	Preface	1
2.	Policy, Finance, and Strategy Committee	2
3.	<i>Planning and Monitoring Subcommittee</i>	4
4.	General Responsibilities	5
5.	Environment Committee	7
6.	Public Transport Committee	9
7.	Regional Land Transport Committee	10
8.	Wairarapa and Catchment Management Committee	12
9.	<i>Hutt River Advisory Subcommittee</i>	14
10.	<i>Waiwhetu Stream Advisory Subcommittee</i>	17
11.	Water Supply, Parks and Forests Committee	19
12.	Wellington Regional Strategy Committee	20

1. Preface

1.1 Role of the Council

The Wellington Regional Council (the Council) makes policy, authorises the overall allocation of resources and sets priorities. It determines the levels of services to be provided and monitors the decisions of standing committees. In this document the area of the Council's statutory responsibility is referred to as "the region".

Overall priorities are set out in the Council's Annual Plan and Long- Term Council Community Plan.

Business plans for each significant activity specify in full detail 10 year programmes for each such activity. Year one of each business plan forms the basis of the Council's statutory Annual Plan. Because the business plans represent the Council-approved programme for part of the Council's business, they can only be substantively changed by Council via the Policy, Finance, and Strategy Committee.

The Council will comprehensively review its committee arrangements at the end of the current triennium.

1.2 Role of Policy, Finance, and Strategy Committee

The Policy, Finance, and Strategy Committee, a special committee of the Council, has a key role in co-ordinating and advising Council on overall priorities, plans, resource requirements, and monitoring overall progress in achieving objectives.

1.3 Role of Standing Committees

Standing committees advise on policies to be adopted, and recommend priorities for their areas of responsibility.

Standing committees are delegated wide decision-making powers within the framework of approved plans and budgets. This avoids the need for business to be debated a second time before Council. It should be noted that formal decisions of committees made under delegated authority are legally decisions of Council, and cannot easily be rescinded. Where Council has a concern over the decisions of a standing committee, the appropriate course of action is to refer the matter back to the committee concerned. Delegations are formally set out in the Council's delegations manual.

To ensure that councillors are fully informed, and have an opportunity to participate, it is a policy of this Council that all councillors receive copies of all order papers for all committees. Councillors may attend any committee meeting, and put forward their views on any matter before that committee. All matters coming before standing committees are reported to Council to ensure that councillors are aware of all decisions made by these committees in the name of the Council.

2. Policy, Finance, and Strategy Committee

2.1 Membership

The Policy, Finance, and Strategy Committee is a special committee of the Council, comprising all councillors. It meets as required by Council, or on requisition of the Chairperson.

Quorum: Seven councillors.

2.2 Objectives of the Policy, Finance, and Strategy Committee

2.2.1 Objective A

To review progress of all the Council's objectives.

2.2.2 Objective B

To recommend financial policies.

2.2.3 Objective C

To consider annual and business plans, propose the Long-Term Council Community Plan and associated policies and major activities, programmes and any changes to them, and to make recommendations to Council.

2.2.4 Objective D

To provide a forum that is less formal than a Council meeting, for consideration of matters that are not the specific responsibility of any standing committee, or which affect functions or operations in more than one area of the Council's responsibilities.

2.3 Specific Responsibilities of the Policy, Finance, and Strategy Committee

2.3.1 Advising the Council on the formulation and review of overall policy and financial objectives, responsibilities, policies, and priorities, and the resolution of conflicts emerging from competing activities of Council.

2.3.2 Providing policy and financial parameters as input into the preparation of business and annual plans.

2.3.3 Examining proposed business plans and consolidating them into a Council-wide Annual Plan and Long-term Council Community Plan for consideration by Council.

2.3.4 Reviewing progress on all work programmes and expenditure, considering progress reports, and making recommendations to Council where appropriate.

2.3.5 Acting as the Council's audit committee, including consideration of the Council's draft Annual Report, and making recommendations to Council as appropriate.

- 2.3.6 Giving initial consideration to those matters of regional significance which are not the specific responsibility of other committees, and recommending the most appropriate means for those matters to be dealt with.
- 2.3.7 Recommending to Council, policies in relation to treasury management, including borrowing and investment activities.
- 2.3.8 Recommending to Council approval of unbudgeted reserve transfers.
- 2.3.9 Recommending to Council policies required under the Local Government Act 2002, including policies on significance, partnership with the private sector, rates remission and postponement, development contributions and financial contributions, and revenue and financing.
- 2.3.10 Monitoring activities of:
 - (a) Council controlled trading organisations, and making recommendations concerning the appointment of directors; and
 - (b) The Wellington Regional Stadium Trust, and making recommendations concerning the appointment of trustees.
- 2.3.11 Reviewing and recommending Council's electoral arrangements.
- 2.3.12 Reviewing the appointment, contract, performance and remuneration of the Chief Executive.
- 2.3.13 Considering and making recommendations on the Council's communication and marketing activities.
- 2.3.14 Monitoring and reviewing Council's insurance and significant risk management policies.
- 2.3.15 Advising the Council and its committees on policy matters relating to property management.
- 2.3.16 Advising the Council on policy matters relating to emergency management, and carrying out the Council's roles and responsibilities under the Civil Defence Emergency Management (CDEM) Group Plan and the CDEM Act 2002.
- 2.3.17 Advising the Council on policy matters relating to biodiversity.
- 2.3.18 Recommending the establishment of subcommittees and working parties where appropriate, with specific terms of reference to advise on matters relevant to the Policy, Finance, and Strategy Committee's area of responsibilities, and evaluating the recommendations of such subcommittees.
- 2.3.19 Dealing with such other matters as are referred to it by the Council, standing committees, the Chairperson, Chief Executive, or other officers.

3. Planning and Monitoring Subcommittee

(A subcommittee of the Policy, Finance and Strategy Committee)

3.1 Membership

When the subcommittee is hearing submissions on the Annual Plan and Long-Term Council Community Plan: all councillors.

For other matters: five councillors, including the Council Chairperson *ex-officio*.

Quorum: When hearing submissions on the Annual Plan and Long-Term Council Community Plan: seven councillors, including the subcommittee chairperson.

For all other matters: three councillors.

3.2 Objectives of the Planning and Monitoring Subcommittee

3.2.1 Objective A

To consider all submissions received from the public in relation to the Council's Annual Plan, Long-Term Council Community Plan, and revenue and financing policy.

3.2.2 Objective B

To consider all matters relating to audit, and such matters as may be referred to the subcommittee from time to time.

3.3 Specific Responsibilities of the Planning and Monitoring Subcommittee

3.3.1 Receiving submissions on the Council's Annual Plan and Long-Term Council Community Plan, and making recommendations to the Policy, Finance, and Strategy Committee.

3.3.2 Consideration of all matters relating to the audit of the Council's activities.

3.3.3 Reviewing the performance of the Chief Executive.

3.3.4 Considering and making recommendations on the Council's communication and marketing activities.

3.3.5 Such other matters as may be referred to the subcommittee from time to time.

4. General Responsibilities

All standing committees shall have common responsibilities to:

- 4.1 Advise and make recommendations to the Council relating to the effective and efficient performance of the committee's functions and responsibilities, including periodic review of the committee's terms of reference.
- 4.2 Monitor progress on the implementation of those activities and projects contained in the current business and annual plans and the Long-Term Council Community Plan, which are the responsibility of that committee.
- 4.3 Take into account the principles of the Treaty of Waitangi as outlined in the charter of understanding between Te Tangata Whenua o Te Upoko o te Ika a Maui and the Council, and facilitate participation by Māori in Council decision-making processes.
- 4.4 Recommend to Council, through the Policy, Finance, and Strategy Committee, any changes in priorities and funding for activities and projects within the committee's area of responsibility, as and when considered necessary or appropriate.
- 4.5 Authorise expenditure for purposes set out in the business and annual plans within the limits of the current approved budget and delegations authorised by Council, as set out in the Council's delegations manual and the current approved plans.
- 4.6 Evaluate and report on legislation relevant to the committee's area of responsibility, and make recommendations concerning bylaws where appropriate.
- 4.7 Make recommendations to the Environment Committee on changes considered necessary or appropriate to the Wellington regional policy statement or regional plans relevant to the committee's functions and responsibilities.
- 4.8 Discuss and promote its activities with constituent councils and other public bodies, government agencies, private sector organisations, and the general public.
- 4.9 Set up and terminate subcommittees and working parties where appropriate, with specific terms of reference to advise the committee on matters relating to its area of responsibility.
- 4.10 Recommend for consideration by the Policy, Finance, and Strategy Committee, where appropriate, appointment of persons who are not regional councillors and who have skills, attributes or knowledge that would assist the work of the committee.

- 4.11 Recommend to Council the establishment and termination of joint committees with other authorities to advise or act on matters which, in the committee's view, require or would benefit from co-operation.
- 4.12 Nominate for Council consideration, committee members or other persons to serve as Council representatives on any body or organisation, the activities of which are relevant to the committee's area of responsibility.
- 4.13 Actively promote and ensure compliance with relevant legislation.
- 4.14 Determine those matters delegated to it by Council in accordance with approved policies, management plans, and bylaws.
- 4.15 Consider such other matters relevant to the committee's responsibilities as it may determine from time to time.

DRAFT

5. Environment Committee

5.1 Membership

- (1) Six councillors, including the Council Chairperson *ex officio*.
- (2) One appointed member, nominated by the Ara Tahi inter-iwi representative group.
- (3) Such other members appointed by Council, when the committee considers that it could function more effectively by having such appointed members.

Quorum: Three councillors.

5.2 Objectives of the Environment Committee

5.2.1 Objective A

To promote the sustainable management of the region, particularly its natural and physical resources.

5.2.2 Objective B

To manage the use, development, and protection of natural and physical resources in a way, and/or at a rate which enables people and communities to provide for their social, economic, environmental and cultural well-being, and for their health and safety while:

- sustaining the potential of natural and physical resources to meet the reasonably foreseeable needs of future generations;
- safeguarding the life-supporting capacity of air, water, soil, and ecosystems; and.
- avoiding, remedying, or mitigating any adverse effects of activities on the environment.

5.2.3 Objective C

To manage the harbours and coastal waters of the region for navigation and safety purposes.

5.3 Specific Responsibilities of the Environment Committee

- 5.3.1 Advising the Council on policy matters relating to resource management, environmental standards and harbours.
- 5.3.2 Developing and implementing regional policies and plans.
- 5.3.3 Considering applications for resource consents in the region, and determining them under delegated authority.

- 5.3.4 Monitoring the provision and maintenance of: navigational aids, a communications service, the enforcement of maritime safety regulations, and an oil pollution response service for harbours, waterways, and regional coastal waters for which Council is responsible.

DRAFT

6. Public Transport Committee

6.1 Membership

- (1) Six councillors, including the Council Chairperson *ex officio*.
- (2) Such other members appointed by Council, when the committee considers that it could function more effectively by having such appointed members.

Quorum: Three councillors.

6.2 Objectives of the Public Transport Committee

6.2.1 Objective A

To promote the establishment and maintenance of appropriate efficient, effective and sustainable passenger transport services within the region in keeping with any approved regional land transport strategy.

6.2.2 Objective B

To make recommendations, as appropriate, on any transport matters of interest to the Council.

6.3 Specific Responsibilities of the Public Transport Committee

- 6.3.1 Developing and overseeing the implementation of the regional land transport programme, required by the Land Transport Management Act 2003, as part of the Council's Long-Term Council Community Plan to implement the passenger transport policies of any Wellington Regional Land Transport Strategy.
- 6.3.2 Preparing submissions or responses on any transport related matters of interest to the Council, including any draft Wellington Regional Land Transport Strategy.
- 6.3.3 Monitoring the implementation of the Regional Land Transport Programme.
- 6.3.4 Monitoring the key transport performance indicators of the Long-Term Council Community Plan, and promoting corrective action when necessary.
- 6.3.5 Receiving reports from all Quality Partnership Agreement groups and any other transport-related groups established by the Council.
- 6.3.6 Preparing the Regional Passenger Transport Plan for consideration by Council.
- 6.3.7 Preparing and approving the Regional Passenger Transport Operational Plan, including adopting any future amendments.

7. Regional Land Transport Committee

7.1 Membership

The membership set out below is consistent with the requirements of subsections (2) and (2A) of section 178 of the Land Transport Act 1998:

1. One councillor, as chairperson of the committee.
2. Up to five other regional councillors, including the Council Chairperson *ex officio*.
3. One representative of each of the eight constituent territorial local authorities wholly within the region.
4. One person to represent Land Transport New Zealand.
5. Up to five persons to represent the following objectives of the New Zealand transport strategy
 - Economic development
 - Safety and personnel security
 - Public health
 - Access and mobility
 - Environmental sustainability.
6. One person to represent Māori cultural interests.
7. In addition, one person to represent each of the following national network providers with speaking, but not voting, rights:
 - Transit New Zealand
 - Ontrack.

Quorum: The chairperson or deputy chairperson of the committee and at least 50% of the total membership.

7.2 Objective of the Regional Land Transport Committee

To promote the objectives of the Land Transport Act 1998 within the region, linking it to other regions of New Zealand and other transport systems.

7.3 Specific Responsibilities of the Regional Land Transport Committee

- 7.3.1 Preparing the Wellington Regional Land Transport Strategy as required by the Land Transport Act 1998.

- 7.3.2 Hearing any submissions on any draft Regional Land Transport Strategy, and the determination of these submissions in accordance with the consultative procedures required by the Land Transport Act 1998.
- 7.3.3 Monitoring the implementation of any Regional Land Transport Strategy.
- 7.3.4 Making recommendations to the Council or other relevant organisations on any aspects of land transport of interest to the Council.

DRAFT

8. Wairarapa and Catchment Management Committee

8.1 Membership

- (1) Six councillors, including the councillor elected to the Wairarapa Constituency and the Council Chairperson *ex officio*.
- (2) Three appointed members, including one person nominated by the Wairarapa Hill Country Advisory Committee, selected for their knowledge of the Wairarapa Constituency, flood protection, land management and biosecurity issues.
- (3) Such other members appointed by Council, when the committee considers that it could function more effectively by having such appointed members.

Quorum: Three councillors.

8.2 Objectives of the Wairarapa and Catchment Management Committee

8.2.1 Objective A

To recommend policies on the strategy, provision, development, operation and maintenance of flood protection, land management, and plants and animal pests' control for the Wellington region that achieve sustainable environmental management.

8.2.2 Objective B

To monitor and advise Council on the efficient and effective provision of the services outlined in Objective A, including the Flood Protection Asset Management Plans for the Wellington region.

8.2.3 Objective C

To provide a forum for consideration of matters of concern to the Wairarapa Constituency or to the rural community of the Wellington region.

8.2.4 Objective D

To establish and maintain liaison with the four district territorial authorities, wholly or partly within the Wairarapa Constituency.

8.3 Specific Responsibilities of the Wairarapa and Catchment Management Committee

- 8.3.1 Overseeing the Council's involvement with the national pest management strategy for bovine Tb, including maintaining and developing its relationship with the Animal Health Board and the Regional Animal Health Committee (RAHC). The Council's representative on the RAHC will report back regularly to the committee.

- 8.3.2 Overseeing the region-wide delivery of planning, development, protection/conservation, operation and maintenance of flood protection and environmental assets for the region's river corridors and associated watercourses, including floodplain management planning, policy and implementation. This includes overseeing the work of the Hutt River Advisory Subcommittee and the Waiwhetu Stream Advisory Subcommittee, and maintaining and developing the committee's relationship with all river schemes.
- 8.3.3 Overseeing the region-wide delivery of planning, development, protection/conservation, operation and maintenance of land management services (including the Akura Conservation Centre).
- 8.3.4 Overseeing the region-wide delivery of planning, development, protection/conservation, operation and maintenance of biosecurity services, including the Key Native Ecosystems Programme. This includes maintaining and developing the committee's relationship with the RAHC.
- 8.3.5 Developing policy and monitoring the effectiveness of those Council activities in clauses 8.3.1 to 8.3.4 (inclusive) that are delivered.
- 8.3.6 Recommending policies on matters of concern to the Wairarapa Constituency or to the rural community of the region.

9. Hutt River Advisory Subcommittee

(A subcommittee of the Wairarapa and Catchment Management Committee)

9.1 Membership

- (1) One independent chairperson, appointed by the Council
- (2) Four councillors
- (3) Four members, being elected members of Hutt City Council appointed by the Council on nomination by Hutt City Council
- (4) Four members, being elected members of Upper Hutt City Council appointed by the Council on nomination by Upper Hutt City Council
- (5) One representative of Wellington Tenth Trust, appointed by the Council on nomination by Wellington Tenth Trust
- (6) One representative of Te Runanganui o Taranaki Whanui ki te Upoko o te Ika a Maui, appointed by Council on nomination by Te Runanganui o Taranaki Whanui ki te Upoko o te Ika a Maui.

Quorum: Two councillors.

All members have equal voting and speaking rights.

A deputy may attend in the place of a member.

9.2 Objectives of the Hutt River Advisory Subcommittee

9.2.1 Objective A

To oversee implementation of the Hutt River Floodplain Management Plan (Plan) in a way which:

- recognises the need of the community to mitigate the effects of flooding to an acceptable level of risk and in a sustainable way
- recognises that flood risk cannot be completely eliminated and that provisions must be implemented to handle residual risk
- recognises that methods chosen to mitigate the effects of flooding must be affordable
- balances the priorities of Council in funding flood mitigation methods with the aspirations and contribution of the local community for implementation of the methods

- ensures that methods adopted to mitigate the effects of flooding consider and integrate with the Hutt River and its environment, recognising its unique nature and the role it plays in the life of the communities.

9.2.2 Objective B

To oversee the public involvement process for Plan implementation within a framework recommended by this subcommittee which maintains:

- the information base held by the community and ensures that it is made available to decision makers when appropriate
- community awareness of Plan implementation
- public confidence in the process of Plan implementation
- a network of contacts and mechanisms which can be used to provide community input required for Plan implementation and to obtain that input when appropriate.

9.2.3 Objective C

To provide input as required to the Council's Long-Term Council Community Plan process.

9.3 Reporting

9.3.1 The subcommittee reports to the Wairarapa and Catchment Management Committee.

9.3.2 The project manager(s) report to the subcommittee.

9.3.3 The subcommittee will report on every meeting.

9.3.4 The subcommittee will be serviced by the Manager, Flood Protection with the support of the Secretariat.

9.4 Standing Orders

Greater Wellington's Standing Orders will apply to the subcommittee.

9.5 Remuneration

9.5.1 The expenses of members of the subcommittee who are elected members of the Greater Wellington Regional Council, Hutt City Council or Upper Hutt City Council shall be met by the council they represent.

- 9.5.2 Subcommittee members who are not otherwise being remunerated may claim Greater Wellington Regional Council daily meeting attendance allowances and expenses.

9.6 Life of subcommittee

The subcommittee may by resolution recommend its dissolution to the Wairarapa and Catchment Management Committee.

DRAFT

10. Waiwhetu Stream Advisory Subcommittee

(A subcommittee of the Wairarapa and Catchment Management Committee)

10.1 Membership

- (1) One independent chairperson, jointly appointed by Greater Wellington Regional Council and Hutt City Council
- (2) Three councillors
- (3) Three elected representatives of the Hutt City Council, appointed by the Hutt City Council
- (4) One representative of Wellington Tents Trust, appointed by the Council on nomination by Wellington Tents Trust
- (5) One representative of Te Runanganui o Taranaki Whanui ki te Upoko o te Ika a Maui, appointed by Council on nomination by Te Runanganui o Taranaki Whanui ki te Upoko o te Ika a Maui.

Quorum: Two councillors.

All members have equal speaking and voting rights.

A deputy may attend in the place of a member.

10.2 Objectives of the Waiwhetu Stream Advisory Subcommittee

10.2.1 Objective A

To oversee the Waiwhetu Stream Flood Management Study (WSFMS) in a way which:

- recognises the need of the community to mitigate the effects of flooding to an acceptable level of risk and in a sustainable way
- recognises that flood risk cannot be completely eliminated and that provisions must be implemented to handle residual risk
- recognises that methods chosen to mitigate the effects of flooding must be affordable
- balances the priorities of Council in funding flood mitigation methods with the aspirations and contribution of the local community for implementation of the methods
- ensures that methods adopted to mitigate the effects of flooding consider and integrate with the Waiwhetu Stream and its environment, recognising its unique nature and the role it plays in the life of the communities. In particular, ensures a high level of integration with the existing Waiwhetu Stream rehabilitation programme.

10.2.2 Objective B

To oversee the public involvement process for the WSFMS within a framework recommended by this subcommittee which:

- ensures that the information base held by the community is made available to decision makers when appropriate
- enhances community awareness of the WSFMS
- develops public confidence in the process of WSFMS
- develops a network of contacts and mechanisms which can be used to provide community input required for WSFMS and to obtain that input *when* appropriate.

10.2.3 Objective C

To provide input as required into the Council's Long-Term Council Community Plan processes.

10.3 Reporting and servicing

10.3.1 The subcommittee reports to the Wairarapa and Catchment Management Committee of Greater Wellington and the Strategy and Policy Committee of Hutt City Council.

10.3.2 The subcommittee is serviced by Hutt City Council.

10.4 Standing Orders

As the servicing body the Hutt City Council standing orders will apply to the subcommittee.

10.5 Remuneration

10.5.1 The expenses of members of the subcommittee who are elected members of the Greater Wellington Regional Council or Hutt City Council shall be met by the council they represent.

10.5.2 Subcommittee members who are not otherwise being remunerated may claim Greater Wellington Regional Council daily meeting attendance allowances and expenses.

10.6 Life of subcommittee

The subcommittee will cease to exist following the completion of the Waiwhetu Stream Flood Management Study.

11. Water Supply, Parks and Forests Committee

11.1 Membership

- (1) Six councillors, including the Council Chairperson *ex officio*.
- (2) Such other members appointed by Council, when the committee considers that it could function more effectively by having such appointed members.
- (3) The Regional Conservator, Wellington Conservancy, Department of Conservation, or their nominee, with speaking (non voting) rights.

Quorum: Three councillors.

11.2 Objectives of the Water Supply, Parks and Forests Committee

11.2.1 Objective A

To recommend policies on the provision, development, operation and management of those services which are the responsibility of the committee.

11.2.2 Objective B

To monitor and advise the Council on the effectiveness and efficiency of the services which are the responsibility of the committee.

11.3 Specific Responsibilities of the Water Supply, Parks and Forests Committee

11.3.1 Overseeing the planning, development, protection/conservation, operation, and monitoring and maintenance of the recreation, environmental/ecological, and heritage values of the regional parks network: parklands, recreation reserves, natural forests, facilities and, as mutually agreed, other assets, owned, operated, or to be developed by, the Council, or in conjunction with other parties.

11.3.2 Overseeing the planning, development, operation and monitoring of:

- (a) the Wellington metropolitan bulk water supply system
- (b) the Engineering Consultancy Business Unit
- (c) plantation forest estates in the region that are owned by the Council or operated jointly with other authorities, organisations, or individuals.

11.3.3 Approving under delegated authority and, where appropriate, recommending to Council commercial agreements with public and private sector authorities and organisations and private individuals for the use of Council property and facilities within the areas of the committee's responsibility.

12. Wellington Regional Strategy Committee

12.1 Membership

The membership will be 12 persons in total, made up and appointed by the Council (from time to time), as follows:

12.2 Seven Local Government Members

- (a) One regional councillor.
- (b) One member nominated to represent the interests of the Wairarapa Constituency. This person will be nominated jointly by the Masterton, Carterton, and South Wairarapa district councils.
- (c) One member nominated by each of the remaining constituent territorial authorities within the region.
- (d) The local government members may be replaced from time to time by the respective territorial authorities providing written notice to the Council, confirming the amended nomination.

12.3 Five Non-Local Government Members

- (a) Five non-local government members recommended by the seven local Government members, appointed on the basis of skills, experience, standing, and networks in the regional community relevant to the goals of the Wellington Regional Strategy (WRS).
- (b) One of the five non-local government members must be a suitable person to represent Māori interests.

12.4 Chairperson

The appointment of the chairperson and deputy is to be determined by the full committee when all 12 members have been appointed. The chairperson must be a non-local government member.

The Council Chairperson is not a member ex-officio of this committee, unless appointed by Council under clause 12.2 above.

Quorum: Must include the Regional Council member, the chairperson or deputy chairperson of the committee, and at least 50% of the remaining membership.

12.5 Alternates

The regional councillor appointed to the committee must have an alternate who may attend and vote at meetings of the committee in the event of the appointed regional councillor's absence or unavailability.

Each of the councils is entitled to appoint an alternate member who may attend and vote at meetings of the committee, but only in the event that the nominated and appointed member is unable to do so.

12.6 Remuneration

Each council shall be responsible for remunerating its representative on the committee for the cost of that person's participation in the committee.

The remuneration of the non-local government members will be determined and approved by the Council, following consideration of any recommendation of the committee.

12.7 Term of Appointment

The initial seven local government members shall be appointed for terms that expire on the date of each local government triennial election.

The subsequent local government membership shall be appointed in accordance with the process set out above as soon as possible after each local government triennial election, and for a term that expires on the date of the following local government triennial election.

The initial five non-local government members shall be appointed for terms that expire on the date of the local government triennial election in 2007. Each of the initial five non-local government members shall, subject to the following clauses, be eligible for re-appointment at the beginning of the triennium following the 2007 elections.

On 30 January 2009, and on each succeeding 30 January, one of the five non-local government members shall retire from office.

The non-local government members to retire in any year shall be the member who has been longest in office since the last appointment, but as between members who became or were appointed as members on the same day, the order in which members shall retire shall (unless they otherwise agree among themselves) be decided by lot.

12.8 Objective of the Wellington Regional Strategy Committee

The Wellington Regional Strategy Committee is established to implement and develop the WRS.

12.9 Specific Responsibilities of the Wellington Regional Strategy Committee

The committee's responsibilities include:

- (a) Overseeing the ongoing selection and recommendation of five non - local government members for appointment to the Wellington Regional Strategy Committee.
- (b) On behalf of the Council, and acting on behalf of all councils in the region:
 - (i) Taking responsibility for overall guidance and further development of the WRS.
 - (ii) Recommending, in accordance with clause 12.13, a required funding proposal to the Council to be consulted on annually, in the course of its annual plan or long term council community plan process which will include the proposed amount and allocation of a recommended targeted rate, to be collected by the Council, to fund existing and new economic development initiatives and other initiatives outlined in the WRS.
 - (iii) Overseeing the establishment, governance, funding, and accountability of a council-controlled organisation to be responsible for delivering the economic development initiatives outlined in the WRS.
 - (iv) Seeking additional central government funding to support the initiatives outlined in the WRS.
 - (v) Implementing (subject to available funding) other initiatives outlined in the WRS.
 - (vi) Co-ordinating, monitoring, and guiding various initiatives to achieve outcomes identified in the WRS.
- (c) Supporting an independent review of the WRS and its implementation in accordance with the following:
 - (i) Conducting a review to address and make recommendations for changes to the WRS. This will include consideration of whether the committee and/or its funding and other arrangements should continue.

- (ii) Completing the review by 30 June 2011.
- (d) Recommending to Council whether or not it will continue to carry out the function of regional economic development, having considered the outcome of the review in (c) above.
- (e) Subject to a recommendation to the Council for it to continue the function of regional economic development, to undertake on behalf of the Council the process set out in section 16 of the Local Government Act 2002 or such other process that applies at the time, prior to 1 July 2012.

12.10 Operating Principles

- 12.10.1 The Council has agreed that it will not act independently of the committee, so that any committee recommendations that the Council is not prepared to accept will be referred back to the committee for further consideration.
- 12.10.2 The Council and the territorial authorities of the region intend to complete a multiparty agreement to record their agreement in regard to the future implementation, governance, and funding of the WRS by the Council.
- 12.10.3 The Local Government Chief Executive Group will be the principal advisor to the committee.

12.11 Standing Orders

Special provisions relating to voting, as set out in Standing Orders 3.4, 4.1, 4.2, 20.4, 30.1 and 30.2 of the Greater Wellington Standing Orders 2007, apply to the Wellington Regional Strategy Committee.

12.12 Delegations

- 12.12.1 The Council delegates to the committee all duties and powers to achieve its specific responsibilities except those matters reserved under clause 32 of Schedule 7 of the Local Government Act 2002, and the appointment of new members.
- 12.12.2 The committee is authorised to appoint a subcommittee of its members, as determined by the committee.

12.13 General Responsibilities

The general responsibilities in clause 4 of these terms of reference for all standing committees apply, with the exception of clauses 4.4 and 4.10 which are amended to read as follows for this committee:

Clause 4.4

Recommend to Council, any changes in priorities and funding for activities and projects within the committee's area of responsibility as and when considered necessary or appropriate.

Clause 4.10

Recommend for ratification by the Council, where appropriate, appointment of members of the committee in accordance with the terms of reference.

12.14 Duration of the Committee

In accordance with clause 30(7) of Schedule 7 of the Local Government Act 2002, the Wellington Regional Strategy Committee is not deemed to be discharged following each triennial election.

DRAFT