

## **Report 00.287**

4 May 2000

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Report to the Rural Services and Wairarapa Committee  
from Ted Maguire, Council Secretary and Colin Wright, Divisional Manager

### **Rural Services and Wairarapa Committee Terms of Reference**

#### **1. Purpose**

To review the Terms of Reference for the Rural Services and Wairarapa Committee.

#### **2. Background**

On 13 April 2000, the Council resolved that the draft Terms of Reference attached to Report 00.234 be referred to the Council's Committees for consideration and recommendation to the Policy and Finance Committee, and that that Committee in turn recommend consolidated Terms of Reference to the Council.

#### **3. Comment**

Every Standing Committee of the Wellington Regional Council operates under specific Terms of Reference setting out their responsibilities. It is the function of every Standing Committee to advise and make recommendations to Council, via the Policy and Finance Committee, relating to the effective and efficient performance of the Committee's functions and responsibilities, including periodic review of the Committee Terms of Reference. As well as having their own specific Terms of Reference, all Standing Committees have a series of general responsibilities in common.

It is therefore recommended that the Committee note the attached General Responsibilities of Standing Committees (**Attachment 1**) and review the proposed Terms of Reference for the Rural Services and Wairarapa Committee (**Attachment 2**).

Only minor changes are proposed for this Committee.

#### **4. Recommendation**

*That the Committee:*

- (1) Note the General Responsibilities of Standing Committees;*
- (2) Recommend to the Policy and Finance Committee the approval of the amended Terms of Reference of the Rural Services and Wairarapa Committee.*

TED MAGUIRE  
Council Secretary

COLIN WRIGHT  
Divisional Manager  
Wairarapa

#### **Attachments**

Attachment 1: General Responsibilities of Standing Committees

Attachment 2: Proposed Terms of Reference for Rural Services and Wairarapa Committee