



Report 07.794
Date 23 November 2007
File E/06/02/06

Committee Council
Author Fran Wilde Chair

Committee terms of reference and delegations

1. Purpose

To finalise the terms of reference for the Council's committees and to delegate statutory powers to committees.

2. Significance of the decision

The matters for decision in this report do not trigger the significance policy of the Council or otherwise trigger section 76(3)(b) of the Local Government Act 2002.

3. Background

At its meeting on 13 November 2007 the Council noted the proposed terms of reference for the Council's committees and requested that the Chair and each committee chairperson, jointly with the relevant divisional manager(s), review the proposed terms of reference to enable their finalisation and adoption at the Council meeting on 29 November 2007. The Council also noted that a report, recommending the delegation of powers to committees, would be put forward for its consideration.

4. Comment

After discussion with committee chairpersons and divisional managers, I recommend the committee terms of reference, as detailed in **Attachment 1**, for the Council's adoption.

Attachment 1 also includes a proposed amendment to the terms of reference for the Wellington Regional Strategy Committee. This amendment, resolved at the meeting of the Wellington Regional Strategy Committee on 23 November 2007 for Council approval, inserts an additional provision relating to the ballot to be undertaken to determine the order in which the non-local government members retire from the committee. This additional provision reads:

“Notwithstanding the order drawn by lot, the Chair of the Committee will automatically be moved to the bottom of the order of retirement and the order previously drawn will be amended to reflect this.”

The statutory powers proposed for delegation to committees are also set out in Attachment 1. The powers delegated to committees are the same as those delegated to committees in the previous triennium.

5. Communication

No external communication is required as a result of this report.

6. Recommendations

That the Council:

- 1. **Receives** the report.*
- 2. **Notes** the content of the report.*
- 3. **Adopts** the terms of reference, as detailed in Attachment 1 to this report.*
- 4. **Delegates** statutory powers to committees, as detailed in Attachment 1 to this report.*

Report prepared by:

Fran Wilde
Chair

Attachment 1: Terms of Reference for Council Committees: 2007-2010 Triennium