

## **Draft Terms of Reference for the Wellington Regional Strategy Committee**

### **1. Membership of the Wellington Regional Strategy Committee**

The membership of the Wellington Regional Strategy (WRS) Committee will be 14 persons in total, appointed by the Council (from time to time) as follows:

#### **Nine local government members**

- (a) One regional councillor.
- (b) One member nominated by each constituent territorial authority within the region.
- (c) The Local Government Members may be replaced from time to time by the respective councils by providing written notice to Greater Wellington Regional Council, confirming the amended nomination.

#### **Five non-local government members**

- (d) Five non-local government members, recommended by the Local Government Members. The non-local government members would be appointed on the basis that they are:
  - Individuals who have strong networks and are representative of sectors relevant to economic development and the aims of the WRS
  - Individuals who can assist in advocacy to central government or business
  - Strong strategic thinkers who are able to present and think about issues on a regional (if not wider) basis.
- (e) One of the five non-local government members must be a suitable person to represent interests of Māori.

#### **Appointment of the Chairperson**

The appointment of the Chairperson and deputy is to be determined by the full Committee when all 14 members have been appointed. The chairperson must be a non-local government member.

#### **Quorum**

The quorum is eight members, of which one must be the regional council member of the Committee, and one must be the Chairperson or deputy Chairperson.

#### **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 territorial authorities is entitled to nominate 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.

## **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 by the Committee.

## **Term of Appointment**

The local government members 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 next Local Government triennial election.

Non-local government members shall be eligible for appointment or re-appointment for a term up to five years. A non-local government member continues in office despite the expiry of his or her term of office until:

- (a) The member is reappointed; or
- (b) The member's successor is appointed.

## **2. Roles and responsibilities of the WRS Committee**

This is a Committee established to oversee the implementation of the WRS.

The Committee's responsibilities are:

- (a) To oversee the ongoing selection and recommendation of five (5) non-local government members for appointment to the WRS Committee.
- (b) On behalf of Greater Wellington, and acting on behalf of all the Councils of the region:
  - i to take responsibility for overall guidance and ongoing development of the WRS;
  - ii to provide regional leadership, engage and establish partnerships with key Government agencies and non-government agencies involved in economic development, acknowledging that constituent local authorities also have leadership roles within their cities and districts;
  - iii to recommend a required funding proposal to Greater Wellington to be consulted on annually, in the course of the Greater Wellington Annual Plan or Long Term Plan process which will include the proposed amount and allocation of a recommended targeted rate, to be collected by Greater Wellington, to fund the existing and new economic development initiatives and the other initiatives outlined in the WRS;
  - iv to oversee and monitor the work of Grow Wellington (the region's economic development agency responsible for delivering key initiatives outlined in the WRS);
  - v to monitor the outcomes expected in the focus areas, and assess what further actions may be required as a result of monitoring;
  - vi to ensure the WRS continues to be relevant by reviewing economic trends, investigating opportunities for promoting economic growth and

developing and overseeing a process of periodic review as circumstances change.

### **3. Operating Principles**

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.

The Council and the territorial authorities of the region intend to complete a Multiparty Agreement to record their agreement in regard to working together to implement the WRS.

The regional Chief Executives Group will be the principal advisor to the Committee.

### **4. Standing Orders**

The Council's Standing Orders are adopted, subject to the inclusion of the following provisions relating to the WRS Committee:

#### **(a) Voting**

The acts of the Committee must be done and questions before the Committee must be decided at a meeting by vote. Each member of the Committee will have one equal vote and decisions will be made by simple majority with the exception of the following proposals which will require a three quarters majority vote:

- i decisions on the recommended quantum of funding required for the Wellington Regional Strategy;
- ii decisions on any recommended amendment to the Council's Revenue and Financing Policy;
- iii decisions on the recommended targeted rate;
- iv any decision resulting in a statutory consultation process under the LGA 2002 (such as establishing a new CCO);
- v recommendations to Council on the appointment of directors of Grow Wellington;
- vi the following decisions relating to any process of periodic review referred to in 2(b)v above:
  - agreeing revised terms of reference
  - any significant amendments to the WRS.

#### **(b) Chairperson voting**

The Chairperson or other person presiding at a meeting:

- i has a deliberative vote; and
- ii in the case of an equality of votes, does not have a casting vote (and therefore the act or question is defeated and the status quo is preserved).

## **5. Delegations**

The Council delegates to the Committee all functions and powers to achieve its specific responsibilities except those matters reserved under clause 32 schedule 7 LGA 2002 and the appointment of new members.

## **6. 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.