



Ruamāhanga Whaitua Committee decision making

This document outlines the principles and process by which the Ruamāhanga Whaitua Committee (the Committee) has agreed it will make decisions. It is linked to the Terms of Reference but sits outside it, and may be adapted from time to time.

Principles

How will we make decisions?

All decisions made by the Committee will be made by consensus. The Committee is required by its terms of reference to decide upon the recommendations proposed in the Whaitua Implementation Programme (WIP) by consensus.

Consensus is defined as every member of the Committee supporting the decision. Support is defined as either 'agreeing' or 'may not agree with but can live with'. Collaboration is the process by which we reach consensus.

To achieve consensus the Committee will:

- Work in a collaborative and co-operative manner using best endeavours to reach the 'best solutions' we can that take into account the interests of all sectors of the community.
- Cultivate a sense of group responsibility, emphasising the Committee as a whole rather than individual Committee members.
- Use the individual expertise of individual members to enhance the Committee as a body.
- Commit to open, honest, constructive and collaborative deliberations within the Committee.
- As members, commit to raise concerns if we are unsure of what we are agreeing to and why.
- Have a commitment to look for another way if there is disagreement.
- Commit to all taking responsibility for any consensus decisions agreed.

How will we behave?

Committee members will behave in a manner that enables collaborative deliberations by:

- Treating each other with respect, integrity, courtesy and fairness.
- Being open and communicating discomfort to other members.
- Engaging constructively with different views.
- Having a commitment to work towards solutions.
- Avoiding public criticism of other members, the Committee, or its work.
- Avoiding actions or public comment which could undermine the Committee or its individual members in their duties as a Committee member.

Process

What will we consider when making decisions?

When making decisions the Committee will consider:

- The Ruamāhanga Whaitua Committee Terms of Reference (Appendix 1)
- The Ruamāhanga community values (Appendix 2)
- The five guiding principles developed by Te Upoko Taiao (see page 5)
- Cultural, scientific and technical knowledge
- Community and stakeholder views
- Any other material we deem relevant

In addition we recognise:

- We want all our decisions to be made based on sound evidence.
- That good input from community and stakeholders is vital to the effectiveness of our decision making.

Details on how the five guiding principles will underpin the Committee's decision making are included on page five of this document.

What process will we follow?

When the Committee has discussed an issue fully and a clear proposal is put forward to be accepted, the proposal will be tested with the whole Committee to see the level of support. A proposal will clearly state the decision which is being tested and the rationale for the decision.

The three possible responses to the question about support for a proposal are:

- I agree with the proposal
- I may not agree but can live with it
- I disagree with the proposal

By responding with either 'I agree with the proposal' or 'I may not agree but can live with it' the Committee member is agreeing to a proposal being accepted. Those who respond 'I may not agree but can live with it' support the proposal despite having reservations and share the responsibility for the decision making.

If, when tested, all members agree with the proposal, then consensus has been achieved and the proposal is accepted. If one or more members responds with 'I disagree with the proposal' consensus has not been reached.

If consensus is reached, members will be expected to support that consensus in public discussion.

The independent facilitator will have an active role in assisting the group to decide when a sufficient level of agreement has been met, and in ensuring all voices are heard throughout the decision making process.

What process will we follow if consensus is not reached on a proposal?

If one or more members responds with 'I disagree with the proposal' consensus has not been reached.

When that occurs the following process will be followed:

- Those with concerns will articulate them.
- Where there are concerns, the proposal may be modified to alleviate them or the concerns discussed further to the concerned member's satisfaction.
- The original or modified proposal is tested again for support:
 - If all members respond with 'I agree' or 'I may not agree but can live with it' consensus has been reached and the proposal is accepted.
 - If one or more members respond with 'I disagree' then the group has to agree the next steps.
- The Committee will then decide which of the next steps they want to take:
 - Further modifications to the current proposal.
 - Disagreement and acceptance that no consensus will be reached. This will result in further discussion, another potential solution and a new proposal.
 - Agreement and thus acceptance of the proposal.

Those who disagree must articulate their concerns and genuinely work with other group members to see whether these concerns can be alleviated through modifications to the proposal, or through increased understanding as a result of more information.

If consensus can't be reached on a topic or specific point by the end of the process, the reasons for disagreement will be noted.

The requirement to reach a consensus decision means that when there is not consensus by the end of the process, a decision will be made by Greater Wellington Regional Council on that point or topic.

What process will we follow if a Committee member is not present when a proposal is put forward?

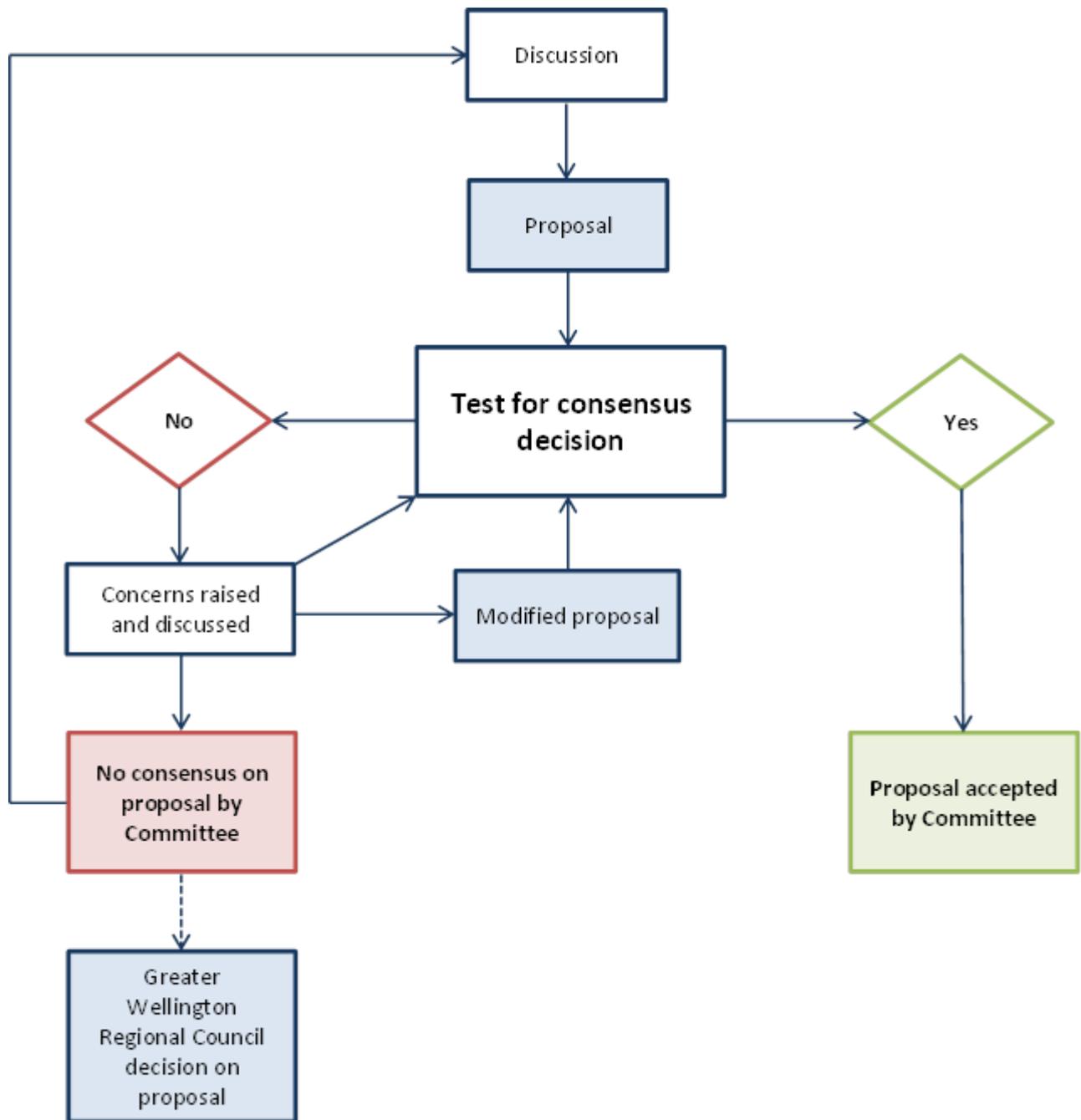
To reduce the chance of Committee members being absent, meetings where crucial proposals will be put forward will be highlighted to Committee members in advance, with the potential for meeting times to be adjusted to ensure maximum attendance.

In the event of one or more Committee members not being able to attend a meeting where a proposal is put forward the following options are available:

- A Committee member can choose another Committee member to act as their proxy. This must be advised in writing to the Chairperson and the independent facilitator, and made known to the Committee prior to a proposal being tested.
- A decision on the proposal can be delayed to the following workshop.
- The Chairperson and/or independent facilitator and/or person(s) agreed by the Committee at the end of the meeting where the proposal was tested, talks to the absent Committee member to update them on the proposal and test their support for it.
 - The absent Committee member will say 'I agree with the proposal', 'I may not agree but can live with' or 'I disagree with the proposal'.
 - If the absent Committee member(s) states 'I agree' or 'I may not agree but can live with it' and all other Committee members have done the same, then consensus has been reached and the proposal is accepted.
 - If an absent Committee member(s) states 'I do not agree with the proposal' then consensus has not been reached and the proposal will be re-considered at a following meeting.
 - The outcome of any discussions on a proposal with an absent committee member(s) will be advised and noted in the meeting record at the beginning of the following meeting.

To aid this process, Committee members who know they will be absent when a crucial proposal is put forward are encouraged to provide their written comments on any pre-prepared material to input into discussions.

Decision tree



Communicating consensus decisions beyond the Committee

- Decisions will be clearly communicated as the Committee's decisions, not individuals.
- All Committee members will publically take responsibility for consensus decisions.
- All outgoing communications will be clear on what the decision is to reduce misinformation.

Using the five guiding principles to underpin decision making

As stated in the Terms of Reference, the Ruamāhanga Whaitua Committee must develop recommendations guided by the five principles created by Te Upoko Taiao (Natural Resource Management Committee) as part of Greater Wellington Regional Council's Regional Plan review process. The principles are set out in Figure 1.1 of the Proposed Natural Resources Plan below.



Figure 1.1 of the PNRP – Principles to guide the review of the regional plans and whaitua

The following criteria listed under each principle are suggested to assist the whaitua committee in their decision making process.

Ki uta ki tai – Connectedness

Managing natural and physical resources in a holistic manner, recognising they are interconnected and reliant upon one another.

Criteria:

- Management of resources in catchments is integrated from the source to the sea
- Supports interconnectedness and connectivity
- Recognises efforts already made
- All resource users and sectors are treated equitably
- Intergenerational equity

Wairuatanga – Identity

Recognition and respect for mauri and the intrinsic values of natural and physical features, and including the connections between natural processes and human cultures.

Criteria:

- Achieves the range of values identified
- Mana whenua retain and use their taonga in accordance with their tikanga
- People identify with, own and feel proud of the outcomes

Kaitiakitanga – Guardianship

Recognition that we all have a part to play as guardians to maintain and enhance our natural and physical resources for current and future generations.

Criteria:

- Takes account of unique features and benefits
- Supports resilient and healthy ecosystems
- Provides realistic timeframes for change
- Provides for iwi to retain and use their taonga
- Aims for cost effective solutions
- Enhances people's use of natural resources
- Provides confidence and clarity for current and future investment
- Exhibits proportionality (those contributing to the problem contribute to the solution)

Tō mātou whakapono – Judgement based on knowledge

Recognition that our actions will be considered and justified by using the best available information and good judgement.

Criteria:

- Takes an evidence-based and knowledge-based approach
- Transparently shows the costs for meeting outcomes
- Sets transparent limits and definitions
- Allows for change and review as new information and issues arise
- Provides flexibility of future land use (including Treaty settlements)
- Able to be measured, monitored and reported
- Implementable and technically feasible
- Administratively efficient

Mahitahi – Partnership

Partnership between the Wellington Regional Council, iwi (mana whenua) and the community, based on a commitment to active engagement, good faith and a commonality of purpose.

Criteria:

- Reflects the values and interests of mana whenua
- Recognises and supports city and district council roles and responsibilities

Appendix 1: Ruamāhanga Whaitua Committee Terms of Reference

Ruamāhanga Whaitua Committee

‘Whaitua’ is a traditional Te Reo Māori term for a designated area.

The Regional Plan utilises the word ‘whaitua’ to describe a catchment or sub-catchment (zone) managed as an integrated system.

Purpose and function

The purpose of the Ruamāhanga Whaitua Committee is to facilitate community and stakeholder engagement in the development of a Whaitua Implementation Programme (WIP). A WIP is a non-statutory report to Greater Wellington Regional Council (the Council) which will contain recommendations for specific plan provisions and work programmes for the integrated management of land and water resources within the whaitua boundary. The WIP may contain both regulatory and non-regulatory proposals.

The Ruamāhanga Whaitua Committee will operate in partnership with tangata whenua and develop recommendations guided by the five principles created as part of the Regional Plan Review process:

- Ki uta ki tai – interconnectedness
- Wairuatanga – identity
- Kaitiakitanga – guardianship
- To matou whakapono – judgement based on knowledge
- Mahitahi – partnership (co-operative)

Status of the Ruamāhanga Whaitua Committee

The Ruamāhanga Whaitua Committee is an advisory body established by the Council. The Committee is not a subordinate decision-making body of the Council and is not a committee under the Local Government Act 2002.

Specific responsibilities

1. The Ruamāhanga Whaitua Committee is responsible for developing a Whaitua Implementation Programme (WIP) that will outline regulatory and non-regulatory proposals for integrated land and water management within their whaitua boundary, including measures to implement the National Policy statement for Freshwater Management.
2. The WIP developed will include:
 - (a) An assessment of region wide objectives contained in the draft/proposed or operative regional plan, as they relate to the whaitua
 - (b) Specific whaitua or catchment objectives and targets for water quality and quantity outcomes, including setting timeframes and priorities for achieving whaitua or catchment objectives and targets

- (c) A review of the region wide values held for water quality and quantity and prioritisation of these values as they relate to the whaitua
- (d) Water quality limits, including nutrient load and contamination limits for freshwater and coastal waters if appropriate
- (e) An assessment of, and recommendations to alter, existing water allocation limits, to achieve identified objectives and targets for the whaitua or catchment
- (f) Programmes or activities that will support or contribute to the achievement of the established objectives and targets for water quality and quantity outcomes, including such tools as environmental accords and post-settlement arrangements, and the prioritisation of these programmes or activities and,
- (g) Opportunities for the active integration of existing programmes and plans to achieve the objectives and targets for water quality and quantity outcomes.

3. In developing the WIP the following matters will also be considered:

- (a) Identification of the land and water opportunities for the whaitua, supported by the best available information sources
- (b) Identification of a vision of the future of land and water management for the whaitua
- (c) The management of rivers for flood hazard mitigation
- (d) Priority water allocation (domestic, stock, irrigation uses) and secondary allocation
- (e) Demand and supply management for all uses and their implications
- (f) Significant water use projects, such as irrigation and electricity generation.

4. In developing objectives, targets, limits and activity programmes the members of the Ruamāhanga Whaitua Committee must work within the ambit of the following:

- (a) The Resource Management Act 1991
- (b) The New Zealand Coastal Policy Statement 2010
- (c) The National Policy Statement for Freshwater Management 2011
- (d) The Regional Policy Statement 2013

- (e) The National Environmental Standards for Sources of Human Drinking Water 2007
 - (f) The Soil Conservation and Rivers Control Act 1941
 - (g) Any other document referred to the Whaitua Committee by Te Upoko Taiao – Natural Resource Management Committee or the General Manager, Environment Management.
5. The Ruamāhanga Whaitua Committee shall recommend to the Council that regulatory proposals within the WIP be referred to Te Upoko Taiao – Natural Resource Management Committee for incorporation into the Regional Plan through a plan change process.
6. The Ruamāhanga Whaitua Committee shall recommend to the Council that the non-regulatory proposals within the WIP will be further developed within Greater Wellington Regional Council and in conjunction with relevant external organisations. They will also be considered in the development of the next Long Term Plan.

Council consideration of proposals in the WIP

The Council is responsible for the review and approval of the regulatory proposals in the Ruamāhanga Whaitua Committee WIP, including ensuring consistency with relevant statutory requirements. Non-regulatory options put forward in the WIP will be considered by the Council in conjunction with relevant external organisations, including local and iwi authorities.

The Council will give weight to the recommendations in the WIP agreed to through the collaborative process. If the WIP, or any part of it, is inconsistent with the Council's view or statutory requirements, these elements will be referred back to the Ruamāhanga Whaitua Committee for further consideration.

Ruamāhanga Whaitua Committee membership and operation

Ruamāhanga Whaitua Committee membership

The Ruamāhanga Whaitua Committee will be appointed by the Council and will have the following membership:

1. One elected and one appointed member of Te Upoko Taiao – Natural Resource Management Committee representing the interest of Greater Wellington Regional Council and acting as a voice of Te Upoko Taiao – Natural Resource Management Committee
2. One member nominated from each iwi authority whose rohe falls entirely or partly within the whaitua boundary, representing the interest of that tangata whenua group
3. One member nominated by each territorial authority operating within the whaitua boundary.

4. Up to seven members from the community with a range of backgrounds and interests related to land and water management within the community. The Council may approve additional members if it determines their necessity to ensure appropriate balance.

In determining the composition of the community members of the Ruamāhanga Whaitua Committee, consideration shall be given to balancing the following land and water management values:

- Agricultural interests
- Indigenous biodiversity/environmental groups
- Tangata whenua values (hapū)
- Recreational users
- Wider economic development interests
- Urban interests
- General community interests
- Incorporating existing structures/programmes and how they will be represented.

To be eligible to be considered for appointment to a Ruamāhanga Whaitua Committee, a community nominee must either live in, or be able to demonstrate a close connection with, the whaitua.

Each community member must also reflect the interests of a wider group within the community and have the skills, experience and knowledge to relay information between the Ruamāhanga Whaitua Committee and different sectors within the community.

Staff eligibility

Greater Wellington Regional Council officers will not be eligible to apply for membership of the Ruamāhanga Whaitua Committee.

Chairperson

The Chairperson position is to be determined by the full Ruamāhanga Whaitua Committee when all members have been appointed. The Chairperson position must be filled by a member of the Ruamāhanga Whaitua Committee.

Quorum

A majority of the membership of the Ruamāhanga Whaitua Committee shall be present to form a quorum.

Alternate members

No alternates/proxies shall take the place of Ruamāhanga Whaitua Committee members.

Committee meetings and workshops

The Ruamāhanga Whaitua Committee will meet at least 4 times per annum (once a quarter) and with workshops and additional meetings as required.

Meetings will be advertised and will be open to the public.

Reporting

The Ruamāhanga Whaitua Committee will provide updates, at least quarterly, on work undertaken to both the Environment Committee and the Te Upoko Taiao - Natural Resource Management Committee.

Consensus

The Ruamāhanga Whaitua Committee will decide upon the recommendations proposed within their WIP by consensus.

Remuneration

Each council shall be responsible for remunerating its nominee appointed by Council on the Ruamāhanga Whaitua Committee for the cost of that person's participation on the Committee.

All other members of the Ruamāhanga Whaitua Committee will be eligible to receive standard mileage allowances or reimbursement of travel expenses as determined by Council and shall be eligible to receive the following taxable honorarium:

- Appointed members (excluding the Chairperson): \$7,500 per annum each
- Chairperson: \$12,000 per annum. This is only payable in the event that the Chairperson is a non-Councillor member of the Committee.

Duration of the Ruamāhanga Whaitua Committee

The Ruamāhanga Whaitua Committee shall exist for the duration of the development and completion of a WIP (Whaitua Implementation Programme) document, and shall cease to exist when the Council has made decisions on regulatory proposals within the WIP.

Appendix 2: Community Values

Value Group	Description
Māori Use – Mahinga kai	<p>Mai te pae maunga oTararua tae noa ki Kawakawa moana (from the Tararua mountain range to Palliser Bay)</p> <p>Mauri of our wai supports our people and our place</p> <p>Wairarapa, wairua, wai whakawātea, wai tohi, wai ora,wai tohu; glistening waters, spiritual waters, cleansing waters, baptismal waters, life giving waters, guiding waters</p> <p>Wai tuna, wai pātiki, kourarau: eel waters, flounder waters, abundant crayfish</p> <p>Ngā puna, ngā manga, ngā awa, ngā roto, ngā repo,taku taimoana</p>
Te Mana o Ruamāhanga - Mauri, Habitat, Biodiversity and Natural Character	<p>The unique identity of our rivers, lakes and streams.</p> <p>Their flow, shape, form and colour.</p> <ul style="list-style-type: none"> • The life force of the water, the geology, plants, fish and animals. • Natural character <p>This includes:</p> <ul style="list-style-type: none"> • Riparian systems • Wetlands • Groundwater • Indigenous fish and in-stream habitat • Water quality and quantity (flow, depth) • Fish passage and spawning places • Interdependencies between groundwater and surface water, wetlands, forests, attenuation and recharge • Wairarapa Moana • The Conservation Estate • The coastal environment
Our Ruamāhanga river culture	<p>Our histories, our heritage, our whakapapa.</p> <p>Our traditions, our social activities, our special places related to our waterways, then, now and in the future. Our social activities; camping, weddings, baptisms and barbeques. Our understanding and respect for peoples connection to water bodies</p> <p>To tātou awa – we are shaped by the natural character of our waterways</p> <p>Assurance that our water is okay, what it looks like, sounds like, smells like, feels like to us.</p>

<p>Ruamāhanga Economic Use, Resilience and Prosperity</p>	<p>He taonga te wai, water is life</p> <p>Water sustains our livelihood; water grows our people and communities.</p> <p>Reliability of water supply supports our; incomes, employment and innovation, our farming, industry, tourism and commercial fishing.</p> <p>Sustainable economic use of water brings resilience and prosperity.</p> <p>In the Wairarapa:</p> <ul style="list-style-type: none"> • Our livelihood and wellbeing is tied to water quality and quantity • The benefits of water are shared equitably amongst our community • Our water storage can improve security of supply • Our water isn't owned by anybody • Our water is managed by everyone • We value the efficient use of water • Protection of assets through flood management
<p>Ruamāhanga community public health and wellbeing</p>	<p>Hau ora tangata</p> <p>Wai ora –Water for our health; spirit, mind and body</p> <p>Water for drinking</p> <p>Protection of public safety through flood management</p> <p>Safe management of stormwater and sewage</p>
<p>Ruamāhanga Recreation</p>	<p>Recreation supports our community's health and wellbeing.</p> <p>Currently, swimming, fishing, wading, boating and māhi parekareka ki te wai (enjoying yourself by the water) are important recreational activities in the Ruamāhanga Whaitua (catchment). Recreational activities are supported by access to water bodies</p>