

Wellington Regional Strategy (WRS) Committee Terms of Reference

Objective

The Wellington Regional Strategy (WRS) Committee is established to implement and develop the WRS, including overseeing the Wellington Regional Economic Development Agency (WREDA) to deliver tourism, events and business growth initiatives in the Wellington region.

Specific responsibilities

The committee's responsibilities include:

- a) On behalf of the Council, and acting on behalf of all councils in the region:
 - i. To take responsibility for overall guidance and further development of the WRS. 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;
 - ii. To oversee and monitor the work of WREDA;
 - iii. To ensure the WRS continues to be relevant by reviewing economic trends, investigating opportunities for promoting economic growth through growing tourism, promoting major events, attracting and supporting businesses to grow and ensuring the region continues to prosper;
 - iv. To approve submissions to external organisations for matters pertaining directly to the committee's responsibilities;
 - v. To recommend a required funding proposal to Greater Wellington Regional Council to be consulted on annually, in the course of the Greater Wellington Regional Council's 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 Regional Council, to fund the existing and new economic development initiatives and the other initiatives outlined in the WRS.
- b) On behalf of the shareholding councils of WREDA:
 - i. To receive and consider the half-yearly and annual reports of WREDA.
 - ii. To agree the annual Letter of Expectation to WREDA.
 - iii. To receive and consider WREDA's draft statement of intent (SOI) and provide agreed feedback.
 - iv. To receive, consider and agree WREDA's final SOI, and if necessary, require modifications to the statement of intent.
 - v. To provide recommendations to the shareholding councils regarding WREDA director appointments and/or removals and WREDA director remuneration.

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 the future implementation, governance, and funding of the WRS by the Council.

The regional Chief Executives of GWRC, WCC and the Chair of the Chief Executives' Forum will be the principal advisors to the Committee, after discussion with the wider Chief Executives' Forum.

Membership

The membership of the WRS Committee will be 10 persons in total, appointed by the Council (from time to time) as follows:

1. One regional councillor.
2. Four members nominated by Wellington City Council.
3. One member nominated by each of Porirua City Council, Hutt City Council, Kapiti Coast District Council, and Upper Hutt City Council.
4. One member nominated by the three Wairarapa district councils.

The members may be replaced from time to time by the respective councils by providing written notice to the Greater Wellington Regional Council, confirming the amended nomination. The nominees must be elected members of the nominating council in order to be appointed by the Council.

Chairperson

The appointment of the Chairperson and deputy is to be determined by the full Committee.

Quorum

The quorum shall be five members of the Committee, of which one must be the regional council member of the Committee, and one must be the Chairperson or Deputy Chairperson (once appointed).

When the Committee is meeting to exercise the shareholding councils' responsibilities in terms of the WREDA Shareholders' Agreement (to determine agreed feedback on the draft SOI, to agree the final SOI or require that modifications be made to it) and to recommend director appointments/removals and director remuneration the quorum specified above shall include two Wellington City Council members of the Committee.

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.

In the case of the Wellington City Council members appointed to the Committee, that Council may nominate a pool of up to four alternative members for appointment. In the event that a Wellington City Council member of the Committee is unavailable to attend a Committee meeting any one person from the pool of the Council's alternative members may attend and vote in their place.

Each of the other members are entitled to 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.

Term of appointment

Each member shall be appointed by the Council 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.

Standing Orders

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

i. **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.

ii. **Chairperson voting**

The Chairperson or other person presiding at a meeting:

- a. has a deliberative vote; and
- b. 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).

Delegations

Each shareholding Council will delegate to its representative(s), and alternate(s) appointed to the Committee the responsibility and powers of the Council with regard to WREDA’s draft and final statement of intent.

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.

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