

# Terms of Reference for 2019-2022 Triennium

## Wellington Region Climate Change Working Group

### 1 Purpose

To provide a forum through which councils and mana whenua from across the Wellington Region can network, discuss issues, share information and (where appropriate) achieve a consistent approach across all jurisdictions on climate change **mitigation** (reducing greenhouse gas emissions) and **adaptation** (preparing for impacts such as sea level rise, drought and enhanced natural hazards effects).

### 2 Objectives

- 2.1 Provide a forum for the region's councils and mana whenua to network, discuss issues, share information and build capability.
- 2.2 Provide a regional forum for dialogue with stakeholders.
- 2.3 Oversee strategies, plans, research and initiatives being implemented or developed by councils within the region<sup>1</sup> and (where appropriate) align these activities to achieve greater consistency and efficiency
- 2.4 Utilise the full range of skills and capabilities available in the region's local authorities, and amongst other organisations, to address the economic, social, environmental and cultural opportunities and consequences related to climate change
- 2.5 Initiate joint projects/initiatives/campaigns that impact on, or require the active involvement of, more than one local authority (e.g., by sharing capacity, budgets or having a joint steering committee)
- 2.6 Enable the development of regionally consistent recommendations that could be considered and adopted by each council individually (within a timeframe that meets individual councils' needs)
- 2.7 Act as a reference group to ensure consistent, integrated and coherent messaging for climate change-related outreach and awareness-raising activities
- 2.8 Provide a platform for joint advocacy and leadership – enabling Wellington Region's councils to speak with one voice when appropriate<sup>2</sup> (for example by advocating to central government through the preparation of joint submissions on policy proposals)
- 2.9 Enable the development and dissemination of joint communications to the public.

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<sup>1</sup> Including the climate change-related work progressed through the Regional Natural Hazards Management Strategy.

<sup>2</sup> This approach would be consistent with that set out in Local Government New Zealand's *Local Government Leaders Climate Change Declaration 2017*.

### **3 Background**

- 3.1 Councils in the Wellington Region are addressing a broad range of climate change-related issues, with individual councils implementing initiatives designed to reduce emissions and adapt to the impacts of a changing climate.
- 3.2 At a meeting in August 2017, representatives from councils across the region agreed that each council would benefit from participating in a regional working group that would provide coordination, facilitate joined up action, and enable consistent leadership, advocacy and communications in relation to climate change.

### **4 Members**

- 4.1 An elected member from each council in the Wellington Region<sup>3</sup>.
- 4.2 Three mana whenua representatives from Ara Tahi<sup>4</sup>.

### **5 Alternate members**

Each council may nominate an alternate elected member. This alternate may sit at the table, speak, and vote at Working Group meetings; but only if the related elected member is unable to attend.

### **6 Arrangements**

- 6.1 The Working Group is a collaborative group of representatives from each of the councils in the Wellington Region and mana whenua. It is not a joint committee under the Local Government Act 2002, and any recommendations of the Working Group are for consideration by each council<sup>5</sup>.
- 6.2 Servicing of the Working Group is shared across the councils of the region, including arranging and hosting meetings on a roster basis.
- 6.3 The Working Group meets four times a year, on a quarterly basis.
- 6.4 The Working Group will agree at the beginning of each calendar year where and when meetings are to be held. At any time during the year, a member of the Working Group or a council officer can recommend that the meeting date or location should change. The request will need to receive support from the majority of members to change.

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<sup>3</sup> Greater Wellington Regional Council; Wellington City Council; Hutt City Council; Upper Hutt City Council; Porirua City Council; Kapiti Coast District Council; Masterton District Council; Carterton District Council; and South Wairarapa District Council.

<sup>4</sup> Ara Tahi is a leadership forum comprising Council and its six mana whenua partners, who meet to discuss strategic issues of mutual interest. Ara Tahi members comprise two representatives from each mana whenua authority, two Councillors, and Greater Wellington's Chief Executive. Council will appoint up to three of these representatives to the Working Group, with each representing one of: East Coast - Wairarapa; West Coast - Otaki to Porirua; Central - Wellington and Hutt Valley. Ara Tahi representatives are entitled to receive Greater Wellington's standard daily meeting fee and mileage allowances for each meeting they attend.

<sup>5</sup> Including any consultation process that is appropriate to that council.

## **7 Participation**

- 7.1 The representatives of each council, or their alternates, will attend meetings and participate in activities relevant to their respective councils. These members will report to their respective councils about the Working Group's activities and will champion recommendations as appropriate to their council.
- 7.2 Ara Tahi representatives will attend meetings and participate in activities relevant to their allocated area (East Coast - Wairarapa; West Coast - Otaki to Porirua; Central - Wellington and Hutt Valley). These representatives will report to Ara Tahi and will champion recommendations as appropriate to their allocated area.
- 7.3 When relevant, additional councillors from each council and/or representatives of the six mana whenua partners represented by Ara Tahi are welcome to attend meetings.
- 7.4 Relevant stakeholder groups can be invited to attend meetings.

## **8 Chair**

- 8.1 The Working Group elects a Chair and Deputy Chair from its members.
- 8.2 A new Chair and Deputy Chair are elected at least once every triennium, following local government elections.

## **9 Administrative support**

- 9.1 Each council will ensure that its representatives participating in the Working Group are sufficiently supported by officers from their council. Greater Wellington will support the Ara Tahi representatives.
- 9.2 Each council will provide reports and advice to the Working Group as required.
- 9.3 For meetings:
  - a Secretariat support (i.e. developing the agenda and associated content) is provided by Greater Wellington
  - b Administrative support (i.e. venue, catering and logistical support) is provided by the host council.