

**Chairperson and Committee Members**  
COUNCIL

15 MARCH 2018

Meeting Status: **Public**

Purpose of Report: For Decision

**PROPOSED TERMS OF REFERENCE FOR THE WELLINGTON REGIONAL CLIMATE CHANGE WORKING GROUP**

**PURPOSE OF REPORT**

- 1 For Council to adopt the draft Terms of Reference of the Wellington Region Climate Change Working Group.

**DELEGATION**

- 2 Council is required to make this decision.

**BACKGROUND**

- 3 In August the Strategy and Policy Committee reviewed the NIWA report – Climate Change and variability – Wellington Region prepared for Greater Wellington Regional Council (GWRC), June 2017 and appointed the Mayor and Deputy Mayor as representatives on the Regional Climate Change Working Group. Since then the group has met and developed a Draft Terms of Reference which has now been circulated for approval by each members Council. Ara Tahi the Greater Wellington Regional Council partnership forum with the regions six iwi met on the 1st February to discuss the Working Group and the draft terms of reference. Ara Tahi has suggested three representatives, one each representing the East Coast (Wairarapa); West Coast (Otaki to Porirua); Central (Wellington and Hutt Valley) as appropriate membership on the Working Group. A copy of the draft Terms of Reference attached as Appendix A.

**ISSUES**

- 4 The proposed terms of reference sets out how the councils and mana whenua across the Wellington region can work together to address all of the issues associated with climate change for both mitigation and adaptation.
- 5 The terms of reference sets out the administrative details of meetings and administration, participation and election of the Chair and Deputy Chair of the Working Group to align with the local government triennium elections. In addition nine key objectives of the working group have been proposed. The objectives encompass both work steams of mitigation and adaptation and providing a platform for joint advocacy and leadership across the region.

**Policy considerations**

- 6 As noted in the previous report to the Strategy & Policy Committee SP-2017-294 as the work of the Wellington Regional Climate Change Working Group progresses it is important to ensure that Council's policies are consistent with the outcomes of the Group. The Working Group will build on the work proposed to

be undertaken through the Wellington Region Natural Hazards Strategy Steering Group. It is anticipated that the outcomes of the Working Group will support and assist the Council's work programme in relation to Coastal Hazard provisions. In particular one of the first bodies of work relates to an update of the regional sea level trends and a consistent engagement strategy across the region relating to this updated information.

## Legal considerations

- 7 While the Working Group is a non-statutory group (i.e. decision-making on planning and policy response will remain with the local authorities) it is important to note that there will need to be some consistency on policy development.

## Financial considerations

- 8 Secretariat support for meetings will be provided by Greater Wellington Regional Council. Each member Council and GWRC have staff on the Natural Hazards Strategy Steering Group and the three working groups of Engagement, Planning and Research. It is anticipated that any costs incurred will be met from existing budgets.

## Tāngata whenua considerations

- 9 As previously noted the issues of climate change are significant to tangata whenua. Ara Tahi has nominated three representatives on the Working Group providing a regional overview; however it is important to ensure that as part of our partnership we ensure that Te Whakaminenga is involved and updated on the various work streams and outputs being undertaken by the Working Group.

## **SIGNIFICANCE AND ENGAGEMENT**

### Significance policy

- 10 In terms of the Significance and Engagement Policy the terms of reference of the Working Group would be of low significance. The broader issues of climate change, coastal hazards and both adaptive planning and mitigation in response to climate change are of significant interest to our Council and community.

### Consultation already undertaken

- 11 The Council has not publicly consulted on the establishment of the Working Group and the terms of reference. Greater Wellington Regional Council has taken responsibility for the communications strategy relating to the establishment of the Working Group.

### Engagement planning

- 12 The outputs of the Working Group will be reported back to Council and it is not necessary for a specific engagement plan to be developed.

### Publicity

- 13 To date there has been publicity around the establishment of the Regional Climate Change Working Group. It is anticipated that there will continue to be considerable public interest and publicity around the work and outputs of this group.

## RECOMMENDATIONS

- 14 It is recommended that Council adopts the draft terms of reference of the Wellington Regional Climate Change Working Group attached as Appendix A.

**Report prepared by****Approved for submission****Approved for submission**

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## ATTACHMENTS

Appendix A - Wellington Region Climate Change Working Group Terms of Reference

# Wellington Region Climate Change Working Group

## Terms of Reference

### 1. Purpose

To provide a forum via 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. Background

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.

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.

### 3. Membership:

The Wellington Region Climate Change Working Group (the Working Group) will include one main and one alternate elected member from each council in the Wellington region<sup>1</sup> and three mana whenua representatives from Ara Tahi.<sup>2</sup>

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<sup>1</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; South Wairarapa District Council

<sup>2</sup> Ara Tahi is a leadership forum of Greater Wellington Regional Council (GWRC) and its six mana whenua partners who meet to discuss strategic issues of mutual interest (Ara Tahi membership comprises two representatives from each mana whenua authority, two GWRC Councillors and GWRC's Chief Executive). GWRC will appoint up to three representatives from Ara Tahi, one each representing: East Coast: Wairarapa; West Coast: Otaki to Porirua; Central: Wellington and Hutt Valley. Ara Tahi representatives are entitled to receive GWRCs standard daily meeting fee and mileage allowances for each meeting they attend.

#### **4. Arrangements**

The Working Group is a collaborative work group made up of representatives from each of the councils of the Wellington Region and mana whenua; it is not a joint committee, and any recommendations of the Working Group would be for consideration by each council<sup>3</sup>

The workload will be shared across the councils of the region – arranging and hosting meetings on a roster basis.

The Working Group will meet four times a year, on a quarterly basis.

The Working Group will agree at the beginning of each 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 make a recommendation that the meeting date or location should change. The request will need to receive support from the majority to change.

#### **5. Participation**

Main and/or alternate council representatives will attend meetings and participate in activities relevant to their council. They will report to their respective councils about Working Group activities and will champion recommendations as appropriate their council.

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). They will report to Ara Tahi and will champion recommendations as appropriate to their allocated area.

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.

Relevant stakeholder groups can be invited to attend meetings.

#### **6. Chair**

A Chair and Deputy Chair will be elected by the main representatives (an alternate may vote on behalf of an absent main representative). A new Chair and Deputy Chair will be elected at least once every triennium following local government elections.

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<sup>3</sup> Including any consultation process that is appropriate to that council

## 7. Administrative support:

Each council will ensure that the representatives participating in the Working Group are sufficiently supported by officers from their council. Greater Wellington Regional Council will support the Ara Tahi representatives in this regard.

Each council will provide reports and advice to the Working Group as required.

Secretariat support (i.e. developing the agenda and associated content) for meetings will be provided by Greater Wellington Regional Council. The host council will provide administrative support (i.e. venue, catering and logistical support).

## 8. Objectives

The objectives of the Working Group encompass climate change **mitigation** (reducing greenhouse gas emissions) and **adaptation** (preparing for impacts such as sea level rise drought and enhanced natural hazards effects). The objectives are:

- a. Provide a forum for the region's councils and mana whenua to network, discuss issues, share information and build capability
- b. Provide a regional forum for dialogue with stakeholders
- c. Provide oversight of strategies, plans, research and initiatives being implemented or developed by councils within the region<sup>4</sup> and where appropriate, align these activities to achieve greater consistency and efficiency
- d. 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
- e. Initiate joint projects/initiatives/campaigns that impact on, or require the active involvement of more than one local authority (by for example sharing capacity, budgets or joint steering committee)
- f. 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)
- g. Act as a reference group to ensure consistent, integrated and coherent messaging for climate change related outreach and awareness-raising activities

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<sup>4</sup> Including the climate change related work progressed via the Regional Natural Hazards Management Strategy

- h. Provide a platform for joint advocacy and leadership – enabling the region’s councils to speak with one voice when appropriate<sup>5</sup> (for example by advocating to central government through the preparation of joint submissions on policy proposals)
- i. Enable the development and dissemination of joint communications to the public

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<sup>5</sup> This approach would be consistent with that set out in the LGNZ Local Government Leaders Climate Change Declaration 2017