

Climate Adaptation Joint Committee establishment and appointments

Meeting: Kaipara District Council
Date of meeting: 30 September 2020
Reporting officer: Gavin Dawson, Governance Advisor

Purpose/Ngā whāinga

To decide on the establishment of a Joint Committee on Climate Change Adaptation (the “Committee”) and provide information on related processes.

Recommendation/Ngā tūtohunga

That the Kaipara District Council:

- a) Agrees to establish the Joint Committee on Climate Change Adaptation under clauses 30 and 30A of Schedule 7 of the Local Government Act 2002, using the Terms of Reference (**Attachment B of this report**).
- b) Appoints [Insert Elected Member name] to be the Kaipara District Council representative on the Joint Committee on Climate Change Adaptation.
- c) Appoints [Insert Elected Member name] to be the alternate representative on the Joint Committee on Climate Change Adaptation.
- d) Agrees that Te Roroa and Te Uri o Hau will be engaged, to provide nominations for, the roles of primary Mana Whenua / Iwi representative and alternate Mana Whenua / Iwi representative, with a final recommendation to come to the Kaipara District Council for a decision by 16 December 2020.

Discussion/Ngā kōrerorero

On 2 September 2020, the Council was briefed on the background and purpose of the Committee (**Attachment A**) and the proposed Terms of Reference (**Attachment B**).

The Council Governance Team was engaged by the Policy Team to confirm the governance and administrative processes that would be required to have the Committee established and included in the Council governance structure.

The processes and information explained in this report will need to be implemented to give effect to the establishment of the Committee.

Agreement of Council to constitute the Joint Committee

The Committee will be formed under clauses 30 and 30A of Schedule 7 of the Local Government Act 2002 (the ‘Act’). The Act states that each member council must agree to form a joint committee, along with the terms of reference and other arrangements or conditions which may apply. To date, Northland Regional Council (NRC), Far North District Council (FNDC) and Whangārei District Council (WDC) have agreed to the joint committee and terms of reference.

Once adopted, all member councils of the Committee must agree to any changes to the Terms of Reference and other jointly agreed matters.

Appointment of Elected Members

One elected member will need to be appointed with the appointment of an alternate. A resolution of the Council is needed to make the appointments. This process would need to take place again if there were a change in the appointed member(s) to the Committee.

Appointment of Mana Whenua / Iwi Representatives

It is intended that the primary and alternate Mana Whenua / Iwi representatives will be nominated by Te Roroa and Te Uri o Hau, KDC Mana Whenua / Iwi partners. They will make a recommendation to the Council on who they would prefer to fill the two roles of primary and alternate representatives.

The nomination and recommendation process for the two positions would commence after the 30 September 2020 Council Meeting. A formal recommendation for the roles will be made to Council on 16 December 2020. The Governance and Policy Teams will liaise with the Iwi Relationships Manager on the best way to facilitate this process.

Remuneration of Mana Whenua / Iwi Representatives

Remuneration of the Mana Whenua / Iwi representative, or the alternate if they attend in the place of the permanent representative, is funded by KDC under the Terms of Reference for the Committee. The remuneration costs would come from the policy and planning budget.

The FNDC and NRC will be paying their representatives \$170 per meeting and WDC \$280 per meeting. Under the draft KDC Non-Elected Remuneration policy (on this agenda), our representatives would be paid \$50 per hour for a maximum of three hours (\$150).

If the KDC Non-Elected Remuneration policy is approved, it is intended that the Chief Executive approve a rate of \$170 maximum per meeting, using the exceptions clause of our policy. This will ensure that there is a more equitable approach to the levels of remuneration.

Administrative Authority

Northland Regional Council will be the secretariat responsible for the compiling and distribution of agendas and minutes, keeping official records, and meeting planning and co-ordination.

Significance and engagement/Hirahira me ngā whakapāpā

The decisions or matters of this report do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via agenda on the website.

Next steps/E whaiake nei

The Northland Regional Council Chair and Chief Executive will be advised of the decision, and the Governance Team will commence appointment and other administration processes.

Attachments/Ngā tapiritanga

	Title
A	Council Briefing report dated 2 September 2020.
B	Draft Terms of Reference for the Climate Adaptation Joint Committee establishment and appointments.