

Document approval

| Date | Section amended | Approved By |
|-------------------------|---|---|
| 13 January 2020 | Responsibilities – amended to reflect a verbal report to council meeting. | Chief Executive Officer |
| 21 April 2020 | Updated to include TTMAC members | As per council resolution |
| 17 November 2020 | Minor amendments to ensure to a strategic focus. | As per council resolution 17 November 2020. |
| 26 July 2021 | Transfer to Sharepoint document management system. | Governance Support Manager |

Terms of Reference

Water and Land Working Party

Membership

The Water and Land Working Party shall be comprised of five (5) councillors and five (5) non-elected members as follows:

| | |
|-----------------------|---|
| Chair: | Cr Blaikie |
| Members: | Cr J Crow |
| | Cr A Macdonald |
| | Cr M Robinson |
| | Cr J Yeoman |
| Māori Representation: | Five members of Te Taitokerau Māori and Council (TTMAC) Working Party as follows: |
| | Victor Holloway, Ngāti Tara |
| | Georgina Connelly, Te Uri o Hau Settlement Trust |
| | Antony Thompson (proxy for Alan Riwaka), Te Rūnanga o Ngāti Whātua |
| | Janelle Beazley, Te Rūnanga-Ā-Iwi-O-Ngāpuhi |
| | Mira Norris, Te Parawhau Hapū Authority Charitable Trust |
| Ex officio: | Cr P Smart |

The number of non-elected members from the TTMAC Working Party are to be the same as the number of NRC members.

Standing orders do not apply.

Quorum

The quorum for meetings of the working party shall be four (4). Ex-officio and non-elected members count towards a quorum.

Vision, mission and areas of focus (Long Term Plan 2018-2028)

Our Northland – together we thrive. Working together to create a healthy environment, strong economy and resilient communities.

The working party will contribute directly to the following areas of focus:

- Continuous improvement in water quality and security of supply
- Enhancement of indigenous biodiversity and biosecurity
- Safe and resilient communities
- Enduring relationships with tangata whenua

Objectives

The objectives of the working party are to:

- Provide oversight and assistance to the Chief Executive Officer (CEO) on council's water and land management activities, including those activities that contribute to or influence the quality and quantity of water, including land management, environmental monitoring and others, ensuring that accountabilities and responsibilities are fulfilled; and
- Make recommendations to council on water and land management matters.

Responsibilities

The working party is directly responsible and accountable to the council for the exercise of its responsibilities. The Chairperson, supported by staff, will provide a brief verbal report of working party activities to each council meeting.

In carrying out its responsibilities, the working party must at all times recognise that primary responsibility for management of the council rests with the CEO.

For reasons of efficiency and/or expediency, should the working party not be able to perform their functions, the council will assume their role and responsibilities.

ROLE AND FUNCTIONS

The council authorises the working party, within the scope of its Terms of Reference, role and responsibilities, to:

1. General

- a) Subject to operating within approved budget allocation - obtain information it needs from the CEO and/or external party (subject to their legal obligation to protect information);
- b) Discuss any matters with the external auditor, or other external parties (subject) to confidentiality considerations;
- c) Request the attendance of any employee, subject to the CEO's approval, at meetings of the working party or its working groups;
- d) In discussion with the CEO and subject to operating within approved budget allocation - obtain external legal or other professional advice, as considered necessary to meet its responsibilities;
- e) Co-opt a person as a (non-voting) member of the working party to assist with special projects;
- f) Recommend to council that additional members be appointed to the working party should it consider wider representation would be of assistance in performing its functions;
- g) To regularly report progress on its functions to the council; and

- h) Undertake such other functions as may be delegated by council from time to time.
- i) To consult and seek input from other groups, as required, on specific resource management issues.

2. Water and land Management

For council's water and land management activities:

- a) In conjunction with the Planning and Regulatory Working Party, monitor and review council's implementation of the National Policy Statement for Freshwater Management 2020.
- b) Advise council on any significant legislative changes, programmes, plans or reports affecting these activities.
- c) Advise and make recommendations to council (and relevant working parties or working groups) on operational and implementation matters.
- d) Monitor and review progress towards council's objectives, the achievement of the performance targets and the delivery of work programmes in the relevant Long Term Plan, Annual Plan and operational strategies.
- e) To coordinate with other agencies on matters concerning water and land management in Northland.

3. No Delegated Authority – Power to Act

The working party has no delegated authority or power to act.