

NGĀ PAEARU MAHI/TERMS OF REFERENCE: ECONOMIC DEVELOPMENT COMMITTEE



NGĀ MEMATANGA/MEMBERSHIP

His Worship the Mayor, 3 councillors, 1 Maori Standing Committee representative.

Other members as may be co-opted, as appropriate (e.g. tourism, education, digital)

TE KŌRAMA/QUORUM

3 committee members

NGĀ WĀ HUI/MEETING FREQUENCY

Every 6 weeks and as required

TE KAUPAPA/PURPOSE

To deliver sustainable long-term economic growth and increased employment, strategic oversight of the promotion of the district's visitor attractions and tourism activities, and support initiatives aimed at increasing the population of the district.

NGĀ KAWENGA/RESPONSIBILITIES

- Ensure that the work of the Committee is carried out in a way that enhances the social, economic, cultural, and environmental wellbeing of the Wairoa district
- Provide strategic oversight and direction to economic development in the district.
- Engagement with tangata whenua to build capabilities and strengthen the district's Māori economy
- Management, monitoring and reporting to Council on the performance of Wairoa's economy and the coordination of the Economic Development Plan.
- Propose, support and review strategic projects and programmes to deliver on the Economic Development Plan.
- Facilitate partnerships and collaborative funding models to support economic development initiatives and across the arts, cultural and events sector.
- Point of engagement for the Council with the government, businesses, business organisations, and local economic development agencies in relation to all economic policy and strategy matters.
- Evaluate the balance of economic development policies, programmes and initiatives across the district and ensure an appropriate balance between rural and urban opportunities.
- Maintain the relationship with the sister city of Kitaibaraki.

- In accordance with the work programme agreed with Council, developing strategy and policy to recommend to Council.

NGĀ TUKU MANA/DELEGATIONS

Power to co-opt other members as appropriate.

All powers necessary to perform the Committee's responsibilities except:

- a. Powers that Council cannot lawfully delegate under the Local Government Act 2002.
- b. Where the Committee's responsibility is limited to making a recommendation only.
- c. Approval of expenditure not contained within approved budgets.
- d. Approval of expenditure of more than \$20,000
- e. The approval of final policy.
- f. Deciding significant matters for which there is high public interest and which are controversial
- g. The commissioning of reports on new policy where that policy programme of work has not been approved by the Council
- h. Establishing subcommittees
- i. Delegating the Committee's responsibilities, duties or powers

NGĀ TUKANGA/PROCEDURES

- Minutes are submitted to Council for receipt
- Ability to co-opt additional members
- There will be an appropriate induction for new members of the Committee

CO-OPTED MEMBER: ECONOMIC DEVELOPMENT COMMITTEE



PURPOSE

A co-opted member of the Economic Development Committee provides independent technical and specialist advice, or another organisation's/group's perspective on matters that the Committee have responsibilities for.

EXPECTATIONS

- Conduct is consistent with the Council's Code of Conduct
- Ability to act independently and objectively
- Work constructively with management to achieve improvements
- A no surprises approach with other Committee members and Council staff
- Regular attendance at meetings (via audiovisual/audio or in person)
- Appropriate diligence, time, effort and commitment
- Carrying out the work of the committee in a timely manner
- Proactive approach to advising the committee and Chief Executive Officer of matters that require further attention