

Not Council Policy - 18/06/2020

TERMS OF REFERENCE

Catchment Liaison Committee (Name of individual Committee)

Objectives

To be a connection between the catchment community and the Council to effectively manage the catchment's natural resources, and assist the Council to maintain better communications.

To provide advice to the Council to maintain and improve the state and management of the catchment and its environment.

To work with the Council and the Regional Services Committee in (name) Catchment area to advise on river and flood management planning.

To work with and advise the Council on emerging issues and liaise with their communities towards an agreed vision of sustainable resource management.

Reporting to

The Community

The Regional Services Committee, Southland Regional Council (or "the Council")

Catchment Liaison Committees role:

1. be an advisory group that provides a leadership role in integrated catchment management, developing and supporting projects with agreed principles and structures through which competing interests in natural resources can be discussed.

areas of opportunity are in: water quality and quantity; soil health; river management; land drainage; land management that affects water;

2. report to the Council through the Combined Chairs meeting on project initiatives and budgets for projects and maintenance works;
3. that Catchment Liaison Committees make recommendations on behalf of the community, and any decisions must rest with the Regional Council in terms of its statutory obligations;
4. provide advice to the Council on behalf of the rating district for the annual work programme for these projects, including long-term work programmes, maintenance works and special projects.
5. provide advice to the Council on the development of any plan/strategy related to water/land use/ climate change in their catchment.

Membership

Public membership is limited to ratepayers (or their representative) who own land within the Catchment. Membership of Industry and Government organisations that do not own land in the catchment is limited to scope of work.

Members of the committee to include representation from the existing liaison committees for the first three years. This is to ensure representation based on the current rating districts.

Appointment process

Key considerations will be ensuring Committee interest and geographic balance to enable productive dialogue to occur.

Each committee member reflects the interests of a wider group within the community and preferably have the skills, experience and knowledge to relay information between the (catchment name) committee and different sectors within the community.

(To be individually drafted)

The (name) Catchment Liaison Committee will comprise of:

- *not more than [10] members from the community with a range of backgrounds and interests related to land and water management within the community. Council may approve additional members if it determines their necessity to ensure appropriate balance and agreed upon by the Liaison Committee;*
- *representation from interest groups and industry groups where appropriate;*
- *Environment Southland will appoint its own representative with the agreement from the committee.*

Governance

Chairperson

The group may select a Chair and Co-Chair from amongst its members. The Chair will ensure a fair and equitable group process and be responsible for fostering an atmosphere of respect, open mindedness and group learning.

Quorum

A quorum shall include the Chair or Deputy Chair and a total of at least 3 normal committee members.

Meeting Frequency

Meet with the relevant catchment team when necessary with one AGM and workshops and additional meetings as required.

The chairs will attend one combined chairs annual meeting with the Regional Council and represent their Freshwater Management Unit.

Meeting Procedures

Refer to Standing Orders (To be Drafted with individual catchment committees)

Collaborative Decision-making

A credible commitment to the collaborative decision making process by the individuals and organisations involved is required. Decisions need to be made by consensus (near consensus) not majority rule.

Consensus

Consensus is defined as every member of the (fill in name) agreeing that they can accept the agreement/recommendation.

Principles of Participation

All members of the committee agree to participate in the following ways:

- contributions are made without prejudice – i.e. nothing said within the group may be used in subsequent planning or legal processes except for any recommendations or agreements reached by the group;
- members to show respect for others views and avoid promoting discord within the group;
- any public statements by the group are to be agreed by the group and made through an agreed spokesperson;
- members of the group are expected to support decisions and recommendations reached by consensus by the group in subsequent public discussions;
- the Chair is responsible for fostering the principles of participation and is expected to be respected as a leader in their role.