

**In Confidence**

**Office of the Minister of Housing**

**Cabinet Economic Development Committee**

**Urban Growth Partnerships in Queenstown Lakes and Wellington - Horowhenua**

**Proposal**

1. This paper updates Cabinet on the progress made on the urban growth partnerships (formed under the Government's Urban Growth Agenda) and seeks endorsement of:
  - 1.1 The Crown formally joining the Whaiora Grow Well Partnership for the Queenstown Lakes area; and
  - 1.2 the Crown formally joining the Wellington Regional Leadership Committee for the Wellington-Horowhenua area; and
  - 1.3 the Draft Wellington Regional Growth Framework as the joint spatial plan for the Wellington-Horowhenua area.

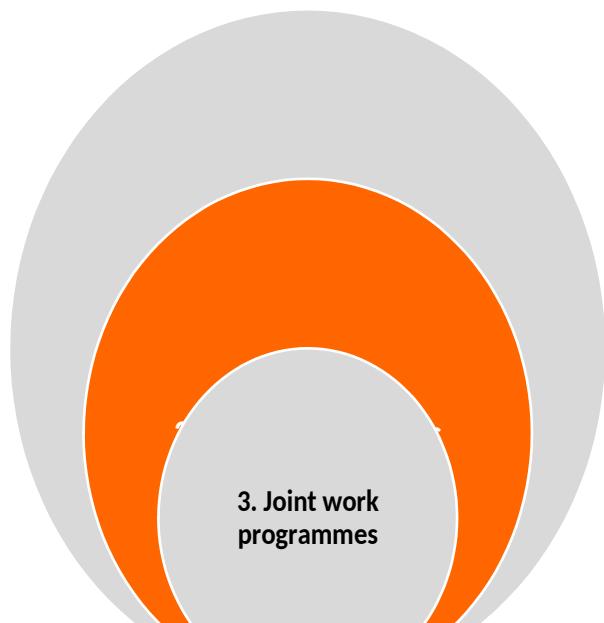
**Executive Summary**

2. Urban growth partnerships have been progressed as part of the Government's Urban Growth Agenda to improve co-ordination and alignment between central and local government and mana whenua in New Zealand's high growth urban areas. The partnerships aim to improve outcomes around housing, land use and infrastructure planning.
3. Partnerships have been successfully established in Auckland, the Hamilton to Auckland Corridor, and Tauranga / Western Bay of Plenty. I am seeking your endorsement to establish two new partnerships for the Queenstown Lakes and Wellington-Horowhenua areas.
4. An important output of the partnerships are joint spatial plans, which establish a long-term framework for the development of an area and guide a joint work programme. Cabinet endorsement is sought for the Wellington Regional Growth Framework, which is a joint spatial plan covering the Wellington-Horowhenua area. This plan sets out how the area can accommodate an additional 200,000 people and 100,000 jobs in a way that is well aligned with government priorities across housing, transport and emissions reduction.
5. Cabinet has previously considered the draft joint spatial plan for the Queenstown Lakes and agreed it can be finalised by the partnership's governance forum following public consultation, as long as it remains consistent with agreed strategic

priorities (Appendix A). This paper seeks to establish the governance forum required to finalise the plan.

## Background

6. Until recently, there has been a lack of co-ordination between central and local government regarding the future growth of New Zealand's high growth urban centres, and the infrastructure investment required to support this. This has resulted in a range of complex issues that affect housing and urban development in New Zealand, including severe housing affordability and low levels of mobility.
7. To respond to this, urban growth partnerships are being progressed as part of the Government's Urban Growth Agenda (UGA). The partnerships provide a forum for central government, local government and mana whenua to align decision making processes, collaborate on the strategic direction for New Zealand's high growth urban areas, and improve coordination across housing, land use and infrastructure planning.
8. The urban growth partnerships programme comprises three core components: an enduring **urban growth partnership/governance structure**; **joint spatial plans** outlining how and where areas will grow over 30+ years; and **joint work programmes** comprising key transformational initiatives.
9. The Crown is represented in each partnership by two to three Ministers and relevant officials. The cost of Crown membership is limited to a small annual administrative contribution and membership does not commit the Crown to any specific initiatives or commitments; these must be agreed explicitly and through standard processes.
10. Formal partnerships are in place in Auckland, the Hamilton to Auckland Corridor and Tauranga / Western Bay of Plenty. This paper seeks agreement for the Crown to formally join partnerships in the Queenstown Lakes and Wellington-Horowhenua area.



**Figure 1: Components of Urban Growth Partnerships**

## ***Partnerships support effective place-based solutions***

11. The urban growth partnerships have allowed Government and its agencies to have a much richer relationship with local government in the high-growth areas. This has established a platform to understand local issues and to work on effective solutions

together. The partnerships have allowed Government to make better investment decisions to help unlock housing and urban development opportunities (i.e., NZ Upgrade Programme, Shovel Ready projects and specific budget bids to support delivery of large-scale development).

12. The partnerships and associated joint spatial plans support the effective implementation of several new tools introduced to address housing and urban development issues. For example:

- 12.1. identifying priority locations for development where Specified Development Projects enabled by the Urban Development Act, or the Housing Acceleration Fund could assist to unlock housing supply.
- 12.2. providing forward visibility and alignment of long-term infrastructure needs, presenting opportunities where use of the Infrastructure Funding and Financing Act could assist to accelerate the delivery of development infrastructure.
- 12.3. identifying opportunities for greater density as required by the National Policy Statement on Urban Development 2020.

### ***Urban Growth Partnerships prepare spatial plans***

13. The urban growth partnerships prepare joint-spatial plans, which establish a long-term framework for the development of an area, identifying how and where growth will be accommodated, and the enabling infrastructure needed. The plans support better aligned decision making and investment across government, council and with private developers and utilities. Each partnership has a shared work programme of initiatives to support the delivery of the spatial plan.

14. In August 2020, Cabinet endorsed the strategic priorities for joint spatial plans for the Hamilton-Waikato Metropolitan area, Queenstown Lakes and Tauranga/Western Bay of Plenty (Appendix A). The Hamilton-Waikato plan is now complete, Queenstown Lakes will be finalised by mid-2021 following public consultation, and Tauranga/Western Bay of Plenty is also expected to be completed this year.

15. Regional Spatial Strategies are a central element of the proposed Strategic Planning Act under the Resource Management Reforms. Aspects of Regional Spatial Strategies are similar to the joint spatial plans being progressed by the urban growth partnerships, although they are proposed to cover a larger geographic area (entire regions) and have a wider scope (marine and rural environments). The joint spatial plans provide a valuable foundation for urban aspects of Regional Spatial Strategies as well as improving spatial planning capability across government agencies and councils.

### ***Queenstown Lakes: Establishing the Whaiora Grow Well Partnership***

16. The Whaiora Grow Well Partnership for the Queenstown Lakes is a proposed urban growth partnership between the Crown, Queenstown Lakes District Council and Kāi

Tahu<sup>1</sup>. The Otago Regional Council is not proposed to join the partnership at establishment but have indicated a desire to join later in 2021. The Crown is proposed to be represented by two Ministers.

17. Prior to COVID-19, the Queenstown Lakes was experiencing the fastest rate of resident and visitor growth in New Zealand. Rapid growth has resulted in challenges including a shortage of quality affordable housing and rental stock, traffic congestion, strains on the environment, and infrastructure capacity. The latest population projections from Statistics New Zealand (April 2021) suggest the Queenstown Lakes will be the fastest growing district in New Zealand to 2048.
18. The establishment of the partnership will acknowledge the growth-related challenges facing the Queenstown Lakes District may have flow-on effects nationally given the importance of the area to New Zealand's tourism sector. Ensuring the Queenstown Lakes reputation as an iconic, world-class destination is in the national interest. The partnership will work together to identify solutions to sustainably manage growing resident and visitor numbers.
19. The proposed partners have collaborated on the development of a draft joint spatial plan for the Queenstown Lakes over the past 24 months. This is well aligned to the Government's priorities for joint spatial plans for the Queenstown Lakes agreed by Cabinet in August 2020 (Appendix A). This is now an ideal point to formalise the partnership as focus now turns towards the joint work programme to implement the spatial plan.
20. I seek cabinet endorsement for the Crown (represented by the Minister for Housing and Minister of Tourism / Minister of Regional and Economic Development) to join the Whaiora Grow Well Partnership by approving the Terms of Reference (Appendix B).

#### ***Wellington-Horowhenua: Establishing the Wellington Regional Leadership Committee***

21. Officials have been engaging with partners on the Wellington Regional Growth Framework, which is a joint spatial plan for the Wellington-Horowhenua area. It is now proposed to formalise the partnership by establishing the Wellington Regional Leadership Committee (Joint Committee) to oversee the further development and implementation of the Wellington Regional Growth Framework.
22. The Joint Committee will work together on matters that are of regional importance (e.g. housing, transport) and are cross boundary and inter-regional in nature, with particular focus on:
  - 22.1. Regional economic development
  - 22.2. Regional economic recovery
  - 22.3. Wellington Regional Growth Framework (the joint spatial plan)

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<sup>1</sup>The southern Ngāi Tahu dialect replaces 'ng' with 'k'. For example, 'Ngāi Tahu' is written and pronounced 'Kāi Tahu'.

23. The ten councils of the Wellington–Wairarapa–Horowhenua area have endorsed a partnership agreement that will formally establish the Joint Committee and have now invited the Crown and seven iwi groups to join.
24. The Crown is proposed to be represented by up to three Ministers, and two observers (officials from the Te Tūāpapa Kura Kāinga – Ministry of Housing and Urban Development or Kāinga Ora and Waka Kotahi) when the Joint Committee considers matters relating to the Wellington Regional Growth Framework.
25. I seek Cabinet endorsement for the Crown (represented by the Minister for Housing and Minister of Transport) to join the Wellington Regional Leadership Committee by endorsing the Partnership Agreement (Appendix C).

### ***Wellington Regional Growth Framework (Joint Spatial Plan)***

26. The joint spatial plan for the Wellington-Horowhenua area is called the Wellington Regional Growth Framework. It identifies how the Wellington-Wairarapa-Horowhenua area could accommodate a future population of 760,000 people and an additional 100,000 jobs over the next 30 years. This would mean an additional 200,000 people living in the area. The plan aims to address key challenges including access to affordable housing (with a focus on mana whenua and Māori), vulnerabilities to hazards and climate change and equitable access to social, educational and employment opportunities.
27. The draft framework has been completed jointly by local government, central government and iwi and is currently progressing through a public engagement process. A summary of the framework is attached at Appendix D.
28. The draft framework delivers on the Urban Growth Agenda objectives and aligns with the Government's strategic priorities for joint spatial plans that Cabinet agreed for similar projects in the Hamilton Metropolitan Area, Queenstown Lakes and Tauranga / Western Bay of Plenty (CAB-20-MIN-0375). The key moves of the draft framework include:
  - 28.1. Concentrating most growth within the existing urban areas by focussing on regeneration / intensification opportunities within a walkable distance of rapid or high frequency public transport networks
  - 28.2. Ensuring new greenfield areas are delivered at medium and high densities and are transit oriented
  - 28.3. Unlocking the urban development potential of current and future rapid-transit-oriented corridors, particularly the Let's Get Wellington Moving corridor
  - 28.4. Stronger multi-modal west-east connections (Porirua to Heretaunga / Johnsonville to Wainuiomata) that enable new growth areas, improve access and resilience
  - 28.5. Partnering with iwi, the Crown and councils to deliver transformational housing, urban development and economic outcomes for iwi and Māori

- 28.6. Taking a regional approach to climate change impacts and transitioning to a zero-carbon economy
29. I seek Cabinet endorsement of the Draft Wellington Regional Growth Framework and note that any changes that may arise from public engagement will be considered by the Wellington Regional Leadership Committee.

### ***Future urban growth partnerships and joint spatial plans***

30. HUD officials are engaging with local councils and mana whenua about proposals for future urban growth partnerships and associated joint spatial plans for Greater Christchurch and the Northland to Auckland Corridor. Scoping of these partnership and joint spatial plans is at an early stage and will be reported to Cabinet as these proposals are advanced.

### **Financial Implications**

31. The cost of Crown membership is limited to a small annual administrative contribution met by existing agency budgets.
32. Membership in an urban growth partnership does not commit the Crown to any specific initiatives or commitments; these must be agreed explicitly and through standard processes.

### **Legislative Implications**

33. There are no legislative implications

### **Impact Analysis**

#### ***Regulatory Impact Statement***

34. A regulatory impact statement is not required as this is not a government regulatory proposal.

#### ***Climate Implications of Policy Assessment***

35. The outcomes of the urban growth partnerships are likely to support an overall reduction in emissions from transport by enabling increased density of urban development, particularly where this is enabled in or near centres or employment opportunities, and in areas well-serviced by public transport

### **Population Implications**

36. The urban growth partnerships and associated spatial plans aim to establish well-functioning urban environments and enable a greater variety of housing in locations people want to live. This is likely to have benefits across the population, including for older people, Māori and Pacific peoples and women.

## **Human rights**

37. There are no inconsistencies between this proposal and the Human Rights Act 1993.

## **Consultation**

38. The urban growth partnerships, joint spatial plans and joint work programmes have been developed by officials from across local and central government, who with local iwi, are represented on various levels of governance and working groups.

39. Central government agencies consulted on this paper include the Ministry of Transport, Waka Kotahi New Zealand Transport Agency, Ministry for the Environment, the Department of Internal Affairs, Kāinga Ora, the Treasury, Department of the Prime Minister and Cabinet, Ministry of Education, Ministry of Business, Innovation and Employment, Te Puni Kōkiri and Kiwi Rail.

## **Communications**

40. Announcement of the Crown joining the urban growth partnerships will be coordinated between the responsible Ministers and the relevant council and mana whenua partners.

## **Proactive Release**

41. I intend to proactively release this paper within 30 business days of final decisions being taken by Cabinet.

## **Recommendations**

The Minister of Housing recommends that the Committee:

1. **Note** that urban growth partnerships have been established in Auckland, the Hamilton-Auckland Corridor and Tauranga / Western Bay of Plenty.
2. **Note** that a joint spatial plan has been completed for the Hamilton Metropolitan Area, and joint spatial plans for the Queenstown Lakes and Wellington-Horowhenua are expected to be finalised in mid-2021 following public consultation.
3. **Note** the joint-spatial plans provide a valuable foundation to advance Regional Spatial Strategies proposed in the resource management reforms and to improve spatial planning capability across government agencies and councils.
4. **Agree** to the Crown joining the Whaiora Grow Well Partnership for the Queenstown Lakes by endorsing Terms of Reference attached as Appendix B.
5. **Agree** to the Crown joining the Wellington Regional Leadership Committee by endorsing the Partnership Agreement attached as Appendix C.
6. **Endorse** the Draft Wellington Regional Growth Framework as the joint draft spatial plan for the Wellington-Horowhenua area.

7. **Note** that any changes to the Draft Wellington Regional Growth Framework resulting from public engagement will be considered by the Wellington Regional Leadership Committee.
8. **Note** that scoping for possible urban growth partnerships and joint spatial plans is being progressed for Greater Christchurch and the Northland to Auckland Corridor and that future proposals will be reported to Cabinet as they are advanced.

Authorised for lodgement

Hon Megan Woods

Minister of Housing

## **Appendix A: Priorities for joint spatial plans for the Hamilton-Waikato metropolitan area, Tauranga-Western Bay of Plenty metropolitan area, and the Queenstown Lakes area**

Cabinet has agreed (CAB-20-MIN-0375) to the following strategic priorities for joint spatial plans for the Hamilton-Waikato metropolitan area, Tauranga-Western Bay of Plenty metropolitan area, and the Queenstown Lakes area:

- Identifying areas to be protected from urban development and spatial constraints on development (including hazards) and seeking to avoid or moderate any future urban development in relation to these;
- Ensuring the impacts of climate change are considered and mitigated where possible
- Identifying strategic infrastructure corridors or sites that may be required over the long term;
- Locating all future development at scale around a new or strengthened rapid and/or frequent public transport network;
- Setting out a range of appropriate future growth opportunities through both urban intensification and expansion that are well-connected by public transport and active modes appropriate for the scale and location of development;
- Supporting “well-functioning urban environments”<sup>1</sup> as defined by the National Policy Statement on Urban Development 2020 (NPS-UD 2020); and
- Providing sufficient capacity over the next 30 years to meet expected demand as defined in the NPS-UD 2020.

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<sup>1</sup> Well-functioning urban environments are urban environments that, as a minimum:

(a) have or enable a variety of homes that:

- (i) meet the needs, in terms of type, price, and location, of different households; and
- (ii) enable Māori to express their cultural traditions and norms; and

(b) have or enable a variety of sites that are suitable for different business sectors in terms of location and site size; and

(c) have good accessibility for all people between housing, jobs, community services, natural spaces, and open spaces, including by way of public or active transport; and

(d) support, and limit as much as possible adverse impacts on, the competitive operation of land and development markets; and

(e) support reductions in greenhouse gas emissions; and

(f) are resilient to the likely current and future effects of climate change.

# **Grow Well Whaiora Partnership**



*An urban growth partnership between Government,  
Queenstown Lakes District Council and Kāi Tahu*

# **Terms of Reference**

**December 2020**



[newzealand.govt.nz](https://newzealand.govt.nz)



## 1. Parties

*For the New Zealand Government*

1.1 [Name] (Position)

1.2 [Name] (Position)

*For Queenstown Lakes District Council*

1.3 [Name] (Position)

1.4 [Name] (Position)

*For Kāi Tahu Papatipu Rūnanga*

(Te Rūnanga o Moeraki, Kāti Huirapa Rūnaka ki Puketeraki, Te Rūnanga o Ōtākou, Te Rūnanga o Hokonu, Te Rūnaka o Waihōpai, Te Rūnanga o Awarua, Te Rūnanga o Ōraka Aparima )

1.5 [Name] (Position)

1.6 [Name] (Position)

## 2. Purpose

- 2.1 This *Terms of Reference* is for the parties to record their mutual intentions and understanding in relation to an urban growth partnership for the Queenstown Lakes area and for this to be governed in the form of a non-contractual agreement.
- 2.2 The partnership is an expression of the collaborative approach to which the parties are committed and will allow for stronger alignment across and between all systems of government and with Kāi Tahu
- 2.3 This agreement is made on the basis of good faith and commitment to work together and is voluntary and nothing in this Agreement is legally binding. Any Party may terminate this Agreement by giving [x notice] to the other parties.]
- 2.4 The partnership is designed for the purpose of:
  - **aligning and prioritising objectives** – there is an aligned strategic approach that meets both the Government's, QLDC's and Kāi Tahu's objectives, and results in best possible urban growth and environmental outcomes in the Queenstown Lakes while delivering the best possible value for money for infrastructure<sup>1</sup> investment;

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<sup>1</sup> This will include network (transport, three waters) and social infrastructure.

- **effective co-ordination and delivery** – housing and urban development processes (including those within existing frameworks and legislation) include effective co-ordination between local and central government, and across the relevant entities therein, to ensure robust planning and delivery;
- **improving ways of working together** – building on existing processes there is greater communication, sharing of information (ensuring ‘no surprises’), use of common data and evidence, and joint engagement with stakeholders and the private sector; and
- **supporting new/amended policies, legislation and tools** – working together to inform and implement new/amended legislation, policies, and tools that will enable the delivery of housing and urban growth (including consideration of other factors that may affect delivery, such as infrastructure funding and financing tools and the Building Act).

- 2.5 The partnership shall adopt the name “The Grow Well Whaiora Partnership”.
- 2.6 Aukaha represents the interests of the four Otago Papatipu Rūnaka that are mana whenua within Murihiku, ie; that area south of the Waitaki in which the Queenstown Lakes District sits. Aukaha supports the rūnaka to achieve their environmental and cultural aspirations in the district through engagement with councils and central government.
- 2.7 Te Ao Marama Incorporated (Te Ao Marama) represent the interests of Papatipu Rūnanga as mana whenua within the takiwā of Ngāi Tahu ki Murihiku, which includes the Queenstown-Lakes District. The role of Te Ao Marama is to enable a Treaty partnership approach with central government and local government, ensuring the rights, interests and values of Ngāi Tahu ki Murihiku are respected and reflected within the district as it grows and develops.

### **3. Objectives and functions of the Partnership**

- 3.1 The creation of the partnership acknowledges that the Queenstown-Lakes District is facing unique growth-related challenges that may have flow-on effects nationally, given the district’s importance to our tourism sector. Ensuring the retention of the Queenstown Lakes District’s reputation as an iconic, world-class destination is in the national interest.
- 3.2 The partnership needs to work together to identify solutions to construct and maintain suitable infrastructure to meet the demands of both growing resident and visitor numbers. The following key issues have been identified:
  - The Queenstown Lakes District has unique and urgent infrastructure needs
  - Current funding mechanisms are insufficient to support growth in both community and visitor infrastructure requirements.
  - Without additional funding, both community wellbeing and the visitor experience will be significantly degraded.

3.3 The partnership will focus on developing a spatial plan setting out a long-term (30 year plus) framework for the development of the Queenstown Lakes area, identifying how and where growth will be accommodated, and the enabling infrastructure investment needed. The spatial plan will provide a platform for joined up and agile decision making. The spatial plan will be accompanied by a joint work programme that will outline the growth management-related actions and initiatives of the partnership.

3.4 The overarching objectives for the partnership include:

- Supporting the Queenstown Lakes' role in contributing to New Zealand's tourism offering;
- Planning outcomes contribute to a well-functioning urban environment
- Increased and accelerated provision of quality, affordable housing;
- Increased range of housing choices (type, location, tenure and price points);
- Achieving quality intensification;
- Achieving mode-shift from private vehicles to public transport and active modes;
- Reducing the need to make longer distance trips
- Growth and development that protects and enhances the natural environment;
- Growth and development that supports climate resilience and New Zealand's climate action obligations;
- Growth and development that incorporates Te Tiriti o Waitangi partnership responsibilities, promotes cultural well-being and actively protects Kāi Tahu rights, interests and values in the district;
- Funding and financing tools to enable infrastructure delivery;
- Optimising existing zoning and infrastructure, to ensure investments in infrastructure deliver value for money;
- Coordination of Crown and Council infrastructure investment (including location of government services) to support urban growth;
- Integrated and well-located employment growth and a resilient and prosperous economy; and
- A good understanding of the costs and implications of growth.

3.5 The functions of the partnership include:

- Providing a forum for central government, local government, and mana whenua to collaborate on the strategic direction for the Queenstown Lakes area
- Overseeing the development and implementation of a spatial plan for the Queenstown Lakes area, including endorsing any drafts prior to public consultation.
- Overseeing, reviewing and monitoring a joint urban growth programme including any general planning processes related to identified priority areas.
- Commissioning research to inform policy development on urban growth and strengthen the evidence base underpinning the spatial plan.

- Ensuring organisational systems and resources support implementation of the spatial plan and any associated urban growth programme, including agreeing planning and regulatory tools that may mitigate risks associated with giving effect to the spatial plan and enabling objectives to be met
- Addressing cross-boundary matters within the Queenstown Lakes area as well as with other neighbouring areas.
- Monitoring the implementation of the spatial plan and associated work streams.
- Reviewing and recommending changes to the spatial plan if circumstances change.
- Ensuring spatial plan alignment with existing council plans and planning processes, strategies and policies, and with existing evidence.
- Ensuring spatial plan alignment with legislation and government policy (such as the NPS-UD 2020, including the government’s strategic priorities for spatial plans<sup>2</sup> )
- Facilitating consultation with the partners and the wider community where relevant

#### **4. Governance structure**

**4.1** The Parties agree to establish a Partnership Governance Group. This group will meet biannually (or as needed) to:

- provide strategic direction
- review progress and agree deliverables for the partnership’s joint work programme
- address matters escalated to the Partnership Governance Group by the Partnership Steering Group
- agree recommendations to the Parties when required (such as adopting the final spatial plan)

**4.2** The Partnership Governance Group will be comprised of the following representatives:

- Two elected member representatives of Queenstown Lakes District Council including the Mayor;
- Two Ministers of the Crown;
- Two representatives of Kāi Tahu

**4.3** The parties will each appoint their representatives of the Group. The Parties may replace their representatives from time to time by providing written notice to the Group confirming the amended appointment. The Parties may nominate alternate members in the event that they are unable to attend the Partnership Governance Group.

**4.4** The Partnership Governance Group members shall agree on an independent chairperson

**4.5** The governance structure will be supported by a Partnership Steering Group that will include senior officials representing the parties, consisting of:

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<sup>2</sup> As outlined in the Cabinet paper at <https://www.hud.govt.nz/assets/News-and-Resources/Proactive-Releases/Cabinet-paper-Urban-Growth-Partnership.pdf>

- i. Three representatives of the Queenstown Lakes District Council;
- ii. Five representatives from Central Government;
- iii. Two representatives for Kāi Tahu (one of Aukaha and one of Te Ao Marama)

The parties will each appoint their representatives of the Partnership Steering Group. The Parties may nominate alternate members in the event that they are unable to attend the Partnership Steering Group.

4.6 The Parties will agree on an independent chairperson for the Partnership Steering Group.

4.7 The Partnership Steering Group will operate on a consensus basis and will not vote on matters. In the event of an inability to reach consensus the matter will be escalated to the Partnership Governance Group.

4.8 The role of the Partnership Steering Group is to meet every two months and to:

- i. Provide the formal interface and communication with the Partnership Governance Group;
- ii. Enable resolution and/or escalation of any significant issues;
- iii. Monitor progress of the spatial plan and the associated joint work programme;
- iv. Provide day-to-day management of the joint work programme:
  - i. Consider the key findings of the projects and provide advice as required;
  - ii. Ensure the projects are delivered to the agreed scope and timeframes; and
  - iii. Ensure that the projects are aligned and integrated with other cross-agency and Queenstown Lakes related work as appropriate.

4.9 The governance of the partnership will provide high level and strategic oversight of the spatial plan and the associated joint work programme. For the avoidance of doubt, it will not replace any established governance arrangements and accountabilities for the individual projects outlined in the joint work programme

4.10 Neither the Partnership Governance Group nor the Partnership Steering Group have any statutory powers or functions, nor are they delegated any functions or powers of any of the parties. Any recommendations made by the Partnership Governance Group or Steering Group do not bind the parties.

4.11 **Appendix A** outlines the governance structure, which shall be updated and amended as required, in agreement with all members of the partnership.

## 5. Ways of Working:

4.12 The quorum at a meeting of the Partnership Governance Group and Partnership Steering Group is a majority of the members and must include one representative from QLDC,

Government, and Kāi Tahu unless the party agrees in advance that their presence is not required, by agreement with the Chairperson.

- 4.13 Materials for the Partnership Governance Group and the Partnership Steering Group will be circulated a minimum of five working days prior to the scheduled date of the meeting.
- 4.14 Funding of administration and secretariat support of the Partnership Governance Group and Partnership Steering Group will be shared among the parties.
- 4.15 This is a multi-agency partnership, providing opportunity for all key parties to be involved in the process and have ownership of the outcomes. Working together for the benefit and outcomes of the project is critical. Each stakeholder will use ‘best endeavours’ to share knowledge and provide information in a timely manner, meeting the project timelines specified by the Governance Group. Each agency will need to align its specific objectives with those of the partnership, escalating any conflicts for resolution through the governance structure.
- 4.16 All external stakeholder communications will be the responsibility of the Chair of the Partnership Steering Group. The QLDC Communications and Engagement team will work in partnership with relevant agency and ministerial press offices to prepare all communications materials on behalf of the Partnership Steering Group. The Partnership Steering Group will ensure that all communications requirements and messages are provided to the QLDC Communications and Engagement team in a timely manner.
- 4.17 The Parties may replace their representatives from time to time by providing written notice to the Group confirming the amended appointment.

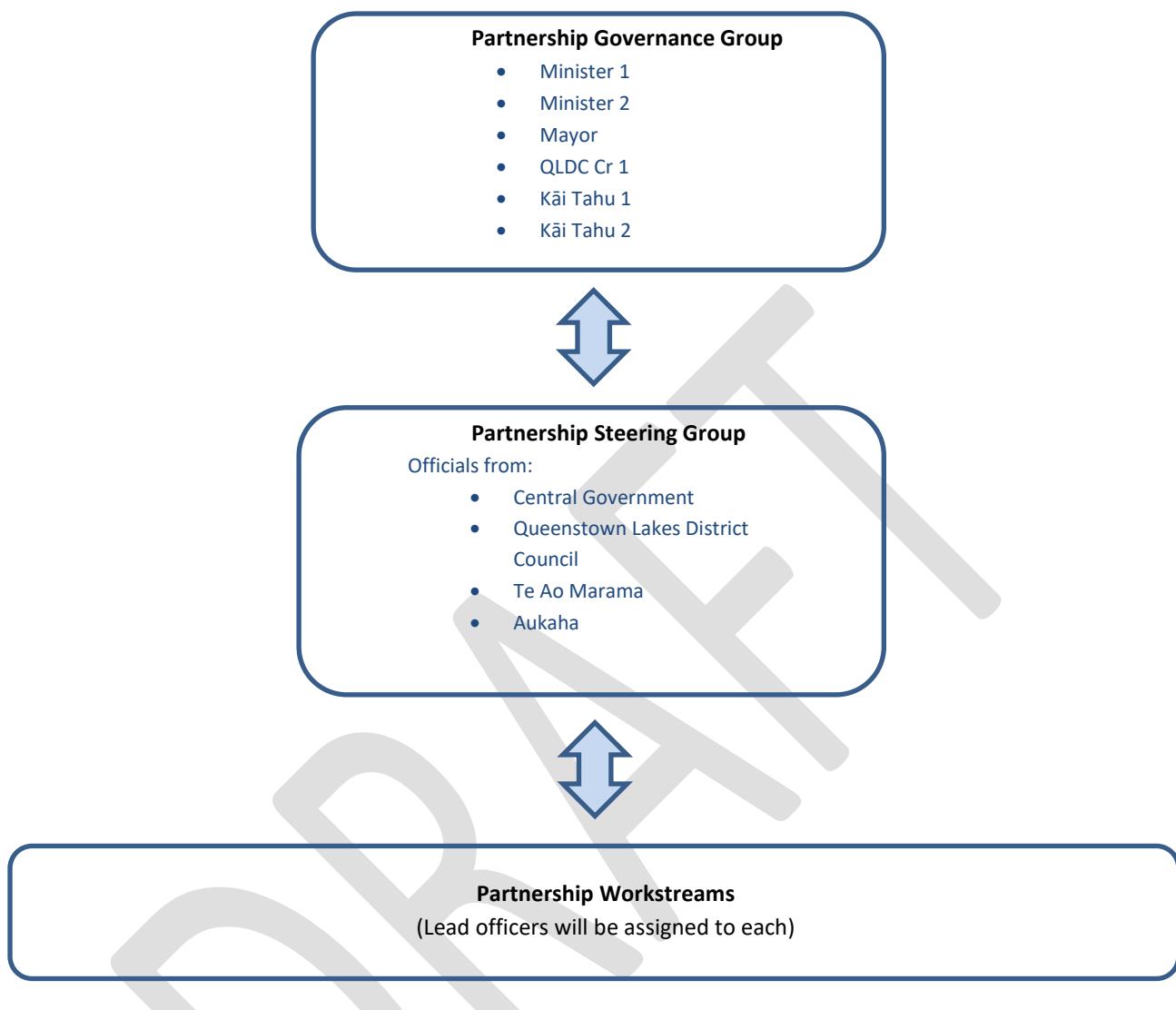
## **5. Variation of this Agreement**

- 4.18 This agreement may be varied from time to time, but only with the agreement of each of the parties. This includes the addition of new members to the partnership.
- 4.19 Any agreement to vary the Agreement shall be recorded in writing, signed by the Parties and attached to a copy of this document.

**Signatories**

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**APPENDIX A**  
**Governance Structure**



**Appendix C: Wellington Regional Leadership Committee Joint  
Committee Agreement**

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**Wellington Regional Leadership  
Committee  
Joint Committee Agreement**

# **Wellington Regional Leadership Committee**

## **Joint Committee Agreement**

### **Purpose**

This Agreement is made pursuant to Clause 30A, Schedule 7 of the Local Government Act 2002 (LGA 2002). The purpose is for a Joint Committee of Carterton District Council, Greater Wellington Regional Council, Hutt City Council, Kapiti Coast District Council, Masterton District Council, Porirua City Council, South Wairarapa District Council, Upper Hutt City Council, Wellington City Council, Horowhenua District Council and mana whenua to take responsibility for key matters of regional importance where a collective voice and collective regional planning and action is required.

The parties are wanting to work together with central government on matters that are of regional importance and are cross boundary and inter-regional in nature. The role of the Committee is to set direction and monitor activities from those plans related to the direction on all matters, with particular focus on:

- Regional economic development
- Regional recovery
- Wellington regional growth framework (joint spatial plan under the [Urban Growth Partnerships](#) and [Urban Growth Agenda](#))

The Committee does not undertake delivery activity – this is undertaken elsewhere by entities such as local authorities and Council-Controlled Organisations.

The Joint Committee allows for observers from entities such as Waka Kotahi, Ministry of Housing and Urban Development and/or Kāinga Ora, Department of Internal Affairs and Ministry of Business, Innovation and Employment. It also allows for observers from private sector organisations and groups. These observers will be entitled to speak at meetings but will not be members of the Joint Committee.

Some of the parties to the Joint Committee are not intended to have any input or responsibility in respect of particular Joint Committee programmes. On this basis, it is expected that those members of the Joint Committee who represent those parties will not exercise their voting rights in certain circumstances. This is set out in further detail below and in the Terms of Reference attached to this Agreement as **Appendix 1**.

This Agreement focuses on the Joint Committee, including its membership and delegations.

The Committee is a formal Joint Committee pursuant to the LGA 2002 (Clauses 30 and 30A, Schedule 7). The Committee will be deemed to not be discharged at or following each triennial local government election (in line with Clause 30 (7) of Schedule 7, LGA 2002).

There are some parties to this agreement (ie Crown and iwi) who do not appoint members to the Joint Committee directly.

## **Membership**

The membership of the Joint Committee is comprised of:

- the Mayor of Carterton District Council
- the Mayor of Horowhenua District Council
- the Mayor of Hutt City Council
- the Mayor of Kāpiti Coast District Council
- the Mayor of Masterton District Council
- the Mayor of Porirua City Council
- the Mayor of South Wairarapa District Council
- the Mayor of Upper Hutt City Council
- the Mayor of Wellington City Council
- the Chair of Wellington Regional Council
- a person nominated by the Joint Committee itself and appointed by the Administering Authority to be the independent chairperson of the Joint Committee

The member of the Joint Committee may also include:

- a person nominated by Te Rūnanga o Toa Rangatira Inc (Ngāti Toa Rangatira) and appointed by the Administering Authority
- a person nominated by the Port Nicholson Block Settlement Trust (Taranaki Whānui) and appointed by the Administering Authority
- a person nominated by Rangitāne O Wairarapa Inc (Rangitāne O Wairarapa) and appointed by the Administering Authority
- a person nominated by Ngāti Kahungunu ki Wairarapa Trust (Ngāti Kahungunu ki Wairarapa) and appointed by the Administering Authority<sup>1</sup>
- a person nominated by Raukawa ki te Tonga and appointed by the Administering Authority
- a person nominated by Āti Awa ki Whakarongotai Charitable Trust (Ātiwawa ki Whakarongotai) and appointed by the Administering Authority
- a person nominated by Muaūpoko Tribal Authority Inc (Muaūpoko hapū) and appointed by the Administering Authority
- up to three persons nominated by the Crown (Cabinet) and appointed by the Administering Authority

In respect of those members who are persons nominated by a particular entity or body (and then appointed by the Administering Authority), for the avoidance of doubt, if no nomination occurs then the Administering Authority need not make an appointment to the joint committee in respect of that entity or body. The membership of the Joint Committee will be accordingly reduced to the extent that there is no nomination/appointment (including for the purposes of calculating the number of vacancies for establishing a quorum). Such appointment may be made if and when a relevant nomination occurs.

The territorial authorities that are parties to this agreement must appoint the relevant Mayor to be a member of the joint committee. This is so that those Mayors are counted for the

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<sup>1</sup> Subsequent conversations have occurred with the Mayors of the Wairarapa councils and both Runanga and Settlement Trusts, as to who the representative entities will be on the Joint Committee.

purposes of determining the number of members required to constitute a quorum – see clause 30A(6A) of Schedule 7 of the Local Government Act 2002.

The local authorities that are parties to this agreement may, in addition to the appointment of the relevant Mayor or Chair, appoint an alternate who, in exceptional circumstances where the Mayor or Chair is not able to attend a Joint Committee meetings, is entitled to attend that Joint Committee meetings as a member of the Joint Committee (and appointed by the relevant local authority). The appointment of alternates does not affect the normal calculation of a quorum.

A Deputy Chairperson is to be appointed by the Committee from the existing membership. In accordance with standing orders, the Deputy Chairperson may preside at meetings in the absence of the Chairperson (including before the Joint Committee nominates an independent chairperson and that person is appointed by the Administering Authority).

#### *General*

The membership of the Wellington Regional Leadership Committee shall be limited to a maximum of 21 members (including the Independent Chairperson). In accordance with Clause 30A of Schedule 7 to the Local Government Act 2002, the quorum at a meeting of the Joint Committee shall be half of the members if the number of members (including vacancies) is an even number, or a majority of members if the number of members (including vacancies) is an odd number. In accordance with clause 30A(6)(c)(iii) of Schedule 7 of the Local Government Act 2002, for a quorum to be established there must be present at least 5 members appointed by local authorities.

The standing orders of the Administering Authority apply to the Joint Committee. The Joint Committee will adopt a memorandum of understanding setting out the principles that guide the Joint Committee's work and the approach that the Joint Committee will take.

*Expectations around member voting based on Committee programme and agenda<sup>2</sup>*  
When the Joint Committee is addressing matters that are not within the Wellington Regional Growth Framework programme, it is expected that the following members of the Joint Committee will not exercise their voting rights (and may elect not to attend the relevant meetings or parts of meetings):

- the Mayor of Horowhenua District Council
- the person nominated by Muaūpoko Tribal Authority Inc (Muaūpoko hapū)
- the person nominated by Raukawa ki te Tonga
- the persons nominated by the Crown (Cabinet)

This is illustrated in the below table (where the absence of a tick indicates that the relevant member is not expected to exercise voting rights in respect of the relevant programme):

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<sup>2</sup> Further discussions have occurred since Nov 2020, post Council endorsements. This will be workshopped at the June 2021 JC meeting

<b>Relevant members</b>	<b>Relevant programme</b>		
	<b>Wellington Regional Growth Framework</b>	<b>Regional Economic Development</b>	<b>Regional Economic Recovery</b>
Independent chairperson	✓	✓	✓
Chair of Wellington Regional Council	✓	✓	✓
Mayor of Wellington City Council	✓	✓	✓
Mayor of Porirua City Council	✓	✓	✓
Mayor of Kapiti Coast District Council	✓	✓	✓
Mayor of Hutt City Council	✓	✓	✓
Mayor of Upper Hutt City Council	✓	✓	✓
Mayor of South Wairarapa District Council	✓	✓	✓
Mayor of Masterton District Council	✓	✓	✓
Mayor of Carterton District Council	✓	✓	✓
Person nominated by Te Rūnanga o Toa Rangatira Inc (Ngāti Toa Rangatira)	✓	✓	✓
Person nominated by the Port Nicholson Block Settlement Trust (Taranaki Whānui)	✓	✓	✓
Person nominated by Rangitāne O Wairarapa Inc (Rangitāne O Wairarapa)	✓	✓	✓
Person nominated by Ngāti Kahungunu ki Wairarapa Trust (Ngāti Kahungunu ki Wairarapa)	✓	✓	✓
Person nominated by Raukawa ki te Tonga	✓	✓	✓
Person nominated by Āti Awa ki Whakarongotai Charitable Trust (Ātiwawa ki Whakarongotai)	✓	✓	✓
Person nominated by Muaūpoko Tribal Authority Inc (Muaūpoko hapū)	✓		
Persons nominated by the Crown (Cabinet)	✓		
Mayor of Horowhenua District Council	✓		

## Observers

### *Regional economic development programme*

In respect of the Regional Economic Development programme, the Joint Committee may invite the following observers to attend and speak at meetings (as relevant):

- One or more representative(s) from the Ministry of Business, Innovation and Employment
- Any other persons as the Joint Committee may consider necessary

*Regional economic recovery programme*

In respect of the Regional Recovery programme, the Joint Committee may invite the following observers to attend and speak at meetings (as relevant):

- One or more representative(s) from key government entities.
- One or more representative(s) from key private sector organisations on a required basis.
- Any other persons as the Joint Committee may consider necessary

*Wellington Regional Growth Framework programme*

In respect of the Wellington Regional Growth Framework programme, the Joint Committee may invite the following observers to attend and speak at meetings (as relevant):

- One representative of Waka Kotahi
- One representative from Ministry of Housing and Urban Development (HUD) and/or Kāinga Ora
- Any other persons as the Joint Committee may consider necessary

At each meeting, the Chairperson shall recognise those observers attending in accordance with these provisions and the persons recognised by the Chairperson shall have speaking rights at the meeting.

The attendance at any public excluded session by observers shall only be permitted with the prior approval of the Chairperson.

**Meeting Frequency**

Meetings will be held once every two months, or as necessary and determined by the Chairperson.

Notification of meetings and the publication of agendas and reports shall be conducted in accordance with the requirements of Part 7 of the Local Government Official Information and Meetings Act 1987 and will be undertaken by the Administering Authority.

**Specific Responsibilities**

The Wellington Regional Leadership Committee has the following specific responsibilities in support of its overall purpose:

*Wellington Regional Growth Framework*

1. Oversee the development and implementation of the Wellington Regional Growth Framework.
2. Recommend to the Wellington Regional Growth Framework partners how funding and resources should be applied to support implementation of the Framework.
3. Monitor the implementation of the Wellington Regional Growth Framework and associated workstreams.
4. Review and keep up to date the Wellington Regional Growth Framework as circumstances change.
5. Recommend to the Wellington Regional Growth Framework partners actions to achieve alignment with council, central government and iwi plans, strategies and policies.
6. Facilitate engagement and consultation with stakeholders and the community on the Wellington Regional Growth Framework.
7. Develop submissions and advocate to external organisations on matters relating to the Wellington Regional Growth Framework.

8. Engage with neighbouring regions on cross-boundary matters relating to the Wellington Regional Growth Framework.

#### *Regional Economic Development*

1. Provide leadership in regional, sustainable economic development, including establishing partnerships with key agencies involved in economic development. Acknowledging that constituent local authorities also have leadership roles within their cities and districts.
2. Develop and keep up to date a regional economic development plan to guide the collective work of the region, in line with the desired future outlined in the Wellington Regional Growth Framework.
3. Monitor and report on the status of the regional economy, emerging risks and opportunities and progress towards the implementation of the regional economic development plan and transition to a low carbon economy.
4. Develop submissions and advocate to external organisations on matters relating to regional economic development.
5. Recommend to Greater Wellington Regional Council (as a joint shareholder of Wellington NZ) the allocation of the regional targeted rate for economic development to initiatives and activities based on the regional economic development plan.

#### *Regional Economic Recovery*

1. Provide leadership in regional economic recovery, including establishing partnerships with key agencies involved in recovery, acknowledging that constituent local authorities also have leadership roles within their cities and districts.
2. Develop and keep up to date a programme of regional economic recovery initiatives, which incorporate alignment with the region's climate change goals.
3. Coordinate the implementation of a programme of regional economic recovery initiatives through local authorities, council controlled organisations and other partners.
4. Monitor and report on the impacts of regional economic recovery on the region, emerging risks and opportunities and progress towards implementation of the programme of regional economic recovery initiatives.
5. Develop submissions and advocate to external organisations on matters relating to regional economic recovery including developing regional proposals for partnerships and funding assistance.

#### **Delegations**

Each local authority delegates to the Joint Committee, in accordance with the terms of reference, the following responsibilities:

1. Approval of all plans and implementation programmes necessary to fulfil the specific responsibilities of the Joint Committee, including:
  - Wellington Regional Growth Framework and the Wellington Regional Growth Framework Implementation Plan
  - Regional Economic Development Plan
  - Regional Economic Recovery Implementation Plan
2. Approval of all submissions and advocacy statements necessary to fulfil the specific responsibilities of the Joint Committee.

## **Responsibilities**

The table below identifies key parties related to this agreement and the Wellington Regional Leadership Committee and their responsibilities.

<b>Party</b>	<b>Responsibilities</b>
Wellington Regional Leadership Committee	Decision making related to the Specific Responsibilities in this Agreement and TOR; Joint regional voice and advocacy; Select and nominate the Independent Chairperson (for appointment to the joint committee by the Administering Authority); Agree 3 year rolling work programme consistent with WRGF, Economic Plan and other relevant directional documents.
Independent Chairperson	Chair the meetings; Approve attendance as required in public excluded sessions; Approve speaking rights as required at meetings; Liaise with members of the Committee as required Approve (in consultation with the Senior Managers Group) content of meeting agendas.
Chief Executives Group	Provide support and advice to the Joint Committee; Agree funding amounts and splits (rolling 3-year programme).
Senior Managers Group (2 <sup>nd</sup> Tier Managers)	Recommend work programme to the Joint Committee; Recommend funding arrangements and allocations; Manage reports to the Committee; Review work being undertaken and recommend changes if required; Align work programmes within home organisations.
Joint Secretariat	Coordinate the work of the Joint Committee (in consultation with the Chairperson); Provide administrative support to the Joint Committee on all aspects of its business; Lead work streams as required; Manage joint communications and consultation; Support the work of the Joint Committee, including monitoring, research and independent advice as required.
Delivery agencies e.g. Councils, Council Controlled Organisations	Provide information and research; Draft papers for the Joint Committee; Attend meetings as required; Deliver aspects of the work programme (e.g. economic development activities).
Administering Authority	Administer standing orders; Employing joint secretariat staff; Payment of the meeting fees and Chairpersons honorarium; Appointing members to the Joint Committee (who are to be appointed by the Administering Authority).

### **Administration Funding**

Funding will be provided by local authorities for the administration of the Joint Committee, a new joint secretariat, and iwi participation in the Joint Committee through a regional targeted rate set by Greater Wellington Regional Council (subject to confirmation as part of the 2021 Long Term Plan).

The funding will support the administration of the Committee and the joint secretariat that supports the Joint Committee which will undertake the following:

1. Providing administrative support to the Joint Committee and the Senior Managers Group
2. Managing the work programme of the Joint Committee, including policy advice function and monitoring and research as required
3. Provision of independent advice to support the work programme as required

Funding will be provided by central government as a contribution to the administration of the Committee and the joint secretariat at an amount to be agreed.

### **Variation of this Agreement**

This Agreement may be varied by the parties from time to time but only with the endorsement of the Wellington Regional Leadership Committee.

### **EXECUTION**

**SIGNED** for and on behalf of  
**CARTERTON DISTRICT COUNCIL:**

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Signature

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Name of person signing

**SIGNED** for and on behalf of  
**HOROWHENUA DISTRICT COUNCIL:**

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Signature

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Name of person signing

**SIGNED** for and on behalf of **HUTT CITY COUNCIL:**

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Signature

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Name of person signing

**SIGNED** for and on behalf of **KĀPITI COAST DISTRICT COUNCIL:**

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Signature

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Name of person signing

**SIGNED** for and on behalf of  
**MASTERTON DISTRICT COUNCIL:**

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Signature

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Name of person signing

**SIGNED** for and on behalf of **PORIRUA CITY COUNCIL:**

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Signature

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Name of person signing

**SIGNED** for and on behalf of **SOUTH WAIRARAPA DISTRICT COUNCIL:**

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Signature

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Name of person signing

**SIGNED** for and on behalf of **UPPER HUTT CITY COUNCIL:**

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Signature

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Name of person signing

**SIGNED** for and on behalf of **WELLINGTON CITY COUNCIL:**

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Signature

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Name of person signing

**SIGNED** for and on behalf of **WELLINGTON REGIONAL COUNCIL:**

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Signature

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Name of person signing

**SIGNED** for and on behalf of **NGĀTI TOA RANGATIRA:**

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Signature

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Name of person signing

**SIGNED** for and on behalf of **TARANAKI WHĀNUI:**

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Signature

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Name of person signing

**SIGNED** for and on behalf of  
**RANGITĀNE O WAIRARAPA:**

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Signature

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Name of person signing

**SIGNED** for and on behalf of **NGĀTI  
KAHUNGUNU KI WAIRARAPA:**

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Signature

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Name of person signing

**SIGNED** for and on behalf of **RAUKAWA  
KI TE TONGA:**

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Signature

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Name of person signing

**SIGNED** for and on behalf of **ĀTIAWA KI  
WHAKARONGOTAI:**

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Signature

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Name of person signing

**SIGNED** for and on behalf of  
**MUAŪPOKO HAPŪ:**

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Signature

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Name of person signing

**SIGNED** for and on behalf of **CENTRAL  
GOVERNMENT:**

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Signature

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Name of person signing

## **Appendix 1: Wellington Regional Leadership Committee Terms of Reference**

### **Purpose**

The purpose of the Wellington Regional Leadership Committee is to take responsibility for key matters of regional importance – Wellington Regional Growth Framework, Regional Economic Development, and Regional Recovery - where a collective voice and collective planning and action is required.

The Wellington Regional Leadership Committee (Joint Committee) is a joint committee, established in accordance with clauses 30 and 30A of Schedule 7 to the Local Government Act 2002.

The Joint Committee has members from all the nine councils wholly within the Wellington Region and the Horowhenua District Council, mana whenua and members from central Government.

### **Specific Responsibilities**

The Wellington Regional Leadership Committee specific responsibilities include:

#### Wellington Regional Growth Framework

1. Oversee the development and implementation of the Wellington Regional Growth Framework.
2. Recommend to the Wellington Regional Growth Framework partners how funding and resources should be applied to support implementation of the Framework.
3. Monitor the implementation of the Wellington Regional Growth Framework and associated workstreams.
4. Review and keep up to date the Wellington Regional Growth Framework as circumstances change.
5. Recommend to the Wellington Regional Growth Framework partners actions to achieve alignment with council, central government and iwi plans, strategies and policies.
6. Facilitate engagement and consultation with stakeholders and the community on the Wellington Regional Growth Framework.
7. Develop submissions and advocate to external organisations on matters relating to the Wellington Regional Growth Framework.
8. Engage with neighbouring regions on cross-boundary matters relating to the Wellington Regional Growth Framework.

#### Regional Economic Development

1. Provide leadership in regional economic development, including establishing partnerships with key agencies involved in economic development. Acknowledging that constituent local authorities also have leadership roles within their cities and districts.
2. Develop and keep up to date a regional economic development plan to guide the collective work of the region, in line with the desired future outlined in the Wellington Regional Growth Framework.
3. Monitor and report on the status of the regional economy, emerging risks and opportunities and progress towards the implementation of the regional economic development plan and transition to a low carbon economy.

4. Develop submissions and advocate to external organisations on matters relating to regional economic development.
5. Recommend to Greater Wellington Regional Council (as a joint shareholder of Wellington NZ) the allocation of the regional targeted rate for economic development to initiatives and activities based on the regional economic development plan.

#### Regional Economic Recovery

1. Provide leadership in regional economic recovery, including establishing partnerships with key agencies involved in recovery, acknowledging that constituent local authorities also have leadership roles within their cities and districts.
2. Develop and keep up to date a programme of regional economic recovery initiatives, which incorporate alignment with the region's climate change goals.
3. Coordinate the implementation of a programme of regional economic recovery initiatives through local authorities, council controlled organisations and other partners.
4. Monitor and report on the impacts of regional economic recovery on the region, emerging risks and opportunities and progress towards implementation of the programme of regional economic recovery initiatives.
5. Develop submissions and advocate to external organisations on matters relating to regional economic recovery including developing regional proposals for partnerships and funding assistance.

#### **Membership**

The membership of the Joint Committee is comprised of:

- the Mayor of Carterton District Council
- the Mayor of Horowhenua District Council
- the Mayor of Hutt City Council
- the Mayor of Kāpiti Coast District Council
- the Mayor of Masterton District Council
- the Mayor of Porirua City Council
- the Mayor of South Wairarapa District Council
- the Mayor of Upper Hutt City Council
- the Mayor of Wellington City Council
- the Chair of Wellington Regional Council
- a person nominated by the Joint Committee itself and appointed by the Administering Authority to be the independent chairperson of the Joint Committee

The member of the Joint Committee may also include:

- a person nominated by Te Rūnanga o Toa Rangatira Inc (Ngāti Toa Rangatira) and appointed by the Administering Authority
- a person nominated by the Port Nicholson Block Settlement Trust (Taranaki Whānui) and appointed by the Administering Authority
- a person nominated by Rangitāne O Wairarapa Inc (Rangitāne O Wairarapa) and appointed by the Administering Authority
- a person nominated by Ngāti Kahungunu ki Wairarapa Trust (Ngāti Kahungunu ki Wairarapa) and appointed by the Administering Authority<sup>3</sup>

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<sup>3</sup> Subsequent conversations have occurred with the Mayors of the Wairarapa councils and both Runanga and Settlement Trusts, as to who the representative entities will be on the Joint Committee.

- a person nominated by Raukawa ki te Tonga and appointed by the Administering Authority
- a person nominated by Āti Awa ki Whakarongotai Charitable Trust (Ātiwawa ki Whakarongotai) and appointed by the Administering Authority
- a person nominated by Muaūpoko Tribal Authority Inc (Muaūpoko hapū) and appointed by the Administering Authority
- up to three persons nominated by the Crown (Cabinet) and appointed by the Administering Authority

In respect of those members who are persons nominated by a particular entity or body (and then appointed by the Administering Authority), for the avoidance of doubt, if no nomination occurs then the Administering Authority need not make an appointment to the joint committee in respect of that entity or body. The membership of the Joint Committee will be accordingly reduced to the extent that there is no nomination/appointment (including for the purposes of calculating the number of vacancies for establishing a quorum). Such appointment may be made if and when a relevant nomination occurs.

The territorial authorities that are parties to this agreement must appoint the relevant Mayor to be a member of the joint committee. This is so that those Mayors are counted for the purposes of determining the number of members required to constitute a quorum – see clause 30A(6A) of Schedule 7 of the Local Government Act 2002.

The local authorities that are parties to this agreement may, in addition to the appointment of the relevant Mayor or Chair, appoint an alternate who, in exceptional circumstances where the Mayor or Chair is not able to attend a Joint Committee meetings, is entitled to attend that Joint Committee meetings as a member of the Joint Committee (and appointed by the relevant local authority). The appointment of alternates does not affect the normal calculation of a quorum.

A Deputy Chairperson is to be appointed by the Committee from the existing membership. In accordance with standing orders, the Deputy Chairperson may preside at meetings in the absence of the Chairperson (including before the Joint Committee nominates an independent chairperson and that person is appointed by the Administering Authority).

#### *General*

The membership of the Wellington Regional Leadership Committee shall be limited to a maximum of 21 members (including the Independent Chairperson).

*Expectations around member voting based on Committee programme and agenda<sup>4</sup>*  
When the Joint Committee is addressing matters that are not within the Wellington Regional Growth Framework programme, it is expected that the following members of the Joint Committee will not exercise their voting rights (and may elect not to attend the relevant meetings or parts of meetings):

- the Mayor of Horowhenua District Council
- the person nominated by Muaūpoko Tribal Authority Inc (Muaūpoko hapū)

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<sup>4</sup> Further discussions have occurred since Nov 2020, post Council endorsements. This will be workshopped at the June JC meeting

- the person nominated by Raukawa ki te Tonga
- the persons nominated by the Crown (Cabinet)

This is illustrated in the below table (where the absence of a tick indicates that the relevant member is not expected to exercise voting rights in respect of the relevant programme):

Relevant members	Relevant programme		
	Wellington Regional Growth Framework	Regional Economic Development	Regional Economic Recovery
Independent chairperson	✓	✓	✓
Chair of Wellington Regional Council	✓	✓	✓
Mayor of Wellington City Council	✓	✓	✓
Mayor of Porirua City Council	✓	✓	✓
Mayor of Kapiti Coast District Council	✓	✓	✓
Mayor of Hutt City Council	✓	✓	✓
Mayor of Upper Hutt City Council	✓	✓	✓
Mayor of South Wairarapa District Council	✓	✓	✓
Mayor of Masterton District Council	✓	✓	✓
Mayor of Carterton District Council	✓	✓	✓
Person nominated by Te Rūnanga o Toa Rangatira Inc (Ngāti Toa Rangatira)	✓	✓	✓
Person nominated by the Port Nicholson Block Settlement Trust (Taranaki Whānui)	✓	✓	✓
Person nominated by Rangitāne O Wairarapa Inc (Rangitāne O Wairarapa)	✓	✓	✓
Person nominated by Ngāti Kahungunu ki Wairarapa Trust (Ngāti Kahungunu ki Wairarapa)	✓	✓	✓
Person nominated by Raukawa ki te Tonga	✓	✓	✓
Person nominated by Āti Awa ki Whakarongotai Charitable Trust (Ātiwawa ki Whakarongotai)	✓	✓	✓
Person nominated by Muaūpoko Tribal Authority Inc (Muaūpoko hapū)	✓		
Persons nominated by the Crown (Cabinet)	✓		
Mayor of Horowhenua District Council	✓		

## **Observers**

### *Regional economic development programme*

In respect of the Regional Economic Development programme, the Joint Committee may invite the following observers to attend and speak at meetings (as relevant):

- One or more representative(s) from the Ministry of Business, Innovation and Employment
- Any other persons as the Joint Committee may consider necessary

### *Regional economic recovery programme*

In respect of the Regional Economic Recovery programme, the Joint Committee may invite the following observers to attend and speak at meetings (as relevant):

- One or more representative(s) from key government entities.
- One or more representative(s) from key private sector organisations on a required basis.
- Any other persons as the Joint Committee may consider necessary

### *Wellington Regional Growth Framework programme*

In respect of the Wellington Regional Growth Framework programme, the Joint Committee may invite the following observers to attend and speak at meetings (as relevant):

- One representative of Waka Kotahi
- One representative from Ministry of Housing and Urban Development (HUD) and/or Kāinga Ora
- Any other persons as the Joint Committee may consider necessary

At each meeting, the Chairperson shall recognise those observers attending in accordance with these provisions and the persons recognised by the Chairperson shall have speaking rights at the meeting.

The attendance at any public excluded session by observers shall only be permitted with the prior approval of the Chairperson.

## **Voting**

Each member has one vote. In the case of an equality of votes the Chairperson has a casting vote.

## **Meetings**

The Joint Committee will arrange its meetings in separate parts, relating to the specific focus areas of: Wellington Regional Growth Framework; Regional Economic Development; and Regional Recovery.

Meetings will be held once every two months, or as necessary and determined by the Chairperson.

## **Quorum**

In accordance with Clause 30A of Schedule 7 to the Local Government Act 2002, the quorum at a meeting of the Joint Committee shall be half of the members if the number of members (including vacancies) is an even number, or a majority of members if the number of members (including vacancies) is an odd number. In accordance with clause 30A(6)(c)(iii)

of Schedule 7 of the Local Government Act 2002, for a quorum to be established there must be present at least 5 members appointed by local authorities.

Notification of meetings and the publication of agendas and reports shall be conducted in accordance with the requirements of Part 7 of the Local Government Official Information and Meetings Act 1987 and will be undertaken by the administering local authority.

### **Delegations**

Each local authority delegates to the Joint Committee, and in accordance with the terms of reference, the following responsibilities:

1. Approval of all plans and implementation programmes necessary to fulfil the specific responsibilities of the Joint Committee, including:
  - a. Wellington Regional Growth Framework and Wellington Regional Leadership Committee Implementation Plan
  - b. Regional Economic Development Plan
  - c. Regional Economic Recovery Implementation Plan
2. Approval of all submissions and advocacy statements necessary to fulfil the specific responsibilities of the Joint Committee.

### **Remuneration and expenses**

Each party shall be responsible for remunerating its representative(s) on the Joint Committee.

Members who represent organisations or entities other than local authorities (for instance iwi members) shall be eligible for compensation for Joint Committee activity including travel, meeting time, and preparation for meetings paid by the administering local authority. This amount is to be agreed in advance.

### **Standing Orders**

The Joint Committee shall apply the standing orders of the Administering Authority.

### **Duration of the Joint Committee**

In accordance with clause 30(7) of Schedule 7 of the Local Government Act 2002, the Wellington Regional Leadership Committee is not deemed to be discharged following each triennial local government election.

### **Servicing**

The Joint Committee is serviced by a joint secretariat. The administering local authority shall be responsible for the administration of the Committee.

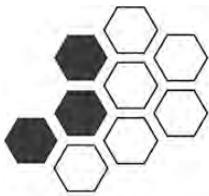
### **Council decisions on the Committee's recommendations**

Where a Council makes specific decisions on the Joint Committee's recommendations, these will be reported to the Joint Committee. Where the decision is materially different from the Committee's recommendation the report will set out the reasons for that decision.

### **Variation of this Terms of Reference**

These terms of reference may be varied from time to time. It is envisaged that changes may be made to add or remove specific responsibilities as the circumstances require. Changes will be approved by the members on the recommendation of the Joint Committee.

## Appendix D: Summary of Wellington Regional Growth Framework



### Wellington Regional Growth Framework

Government agencies have partnered with the ten councils and seven iwi/hapū in the Wellington-Wairarapa-Horowhenua Region to develop first-ever Growth Framework for the (expanded) region. Outputs from this process include a high-level regional spatial plan and regionally prioritised programme of transformative investments/initiatives in line with the Urban Growth Agenda objectives.

This Spatial Plan shows how a possible future population of 750,000 (an increase of 200,000 people) can be successfully accommodated in a way that addresses key challenges including affordable housing supply (including access by Mana Whenua and Maori), the impacts of natural hazards and climate change, and equitable access to social, educational and economic opportunities.

#### The framework identifies 6 key moves that will shape the region:

##### 1> Harness growth to make the region's housing and urban areas more affordable and liveable and provide more housing choice – 'walkable neighbourhoods'

Actively partnering to deliver quality and more intensive vibrant mixed use urban development – where people can get a large percentage of their daily needs met locally (walkable neighbourhoods), in locations with good access to rapid transit or high frequency public transport

##### 2> Make better use of the region's limited supply of well-located greenfield land

Undertaking development differently so housing is delivered at medium and higher densities and supports multi-modal transport options for residents, with an emphasis on being rapid transit orientated where it is easy to access rapid transport services

##### 3> Fully unlock the urban development potential of current and future rapid transit orientated corridors particularly the Let's Get Wellington Moving corridor.

Leveraging our existing rail network and new investment in rapid transit, particularly on the Let's Get Wellington Moving corridor, to deliver transformational urban development including density changes and more affordable housing choices.

##### 4> Unlock new areas for housing and urban development and deliver greater regional resilience with a major west-east multi-modal corridor

Explore the potential for a major multi-modal west-east corridor (or corridors) that unlocks new areas for housing and urban development, improves access to social and economic opportunities across the region (including employment and freight movement) and significantly improves resilience.

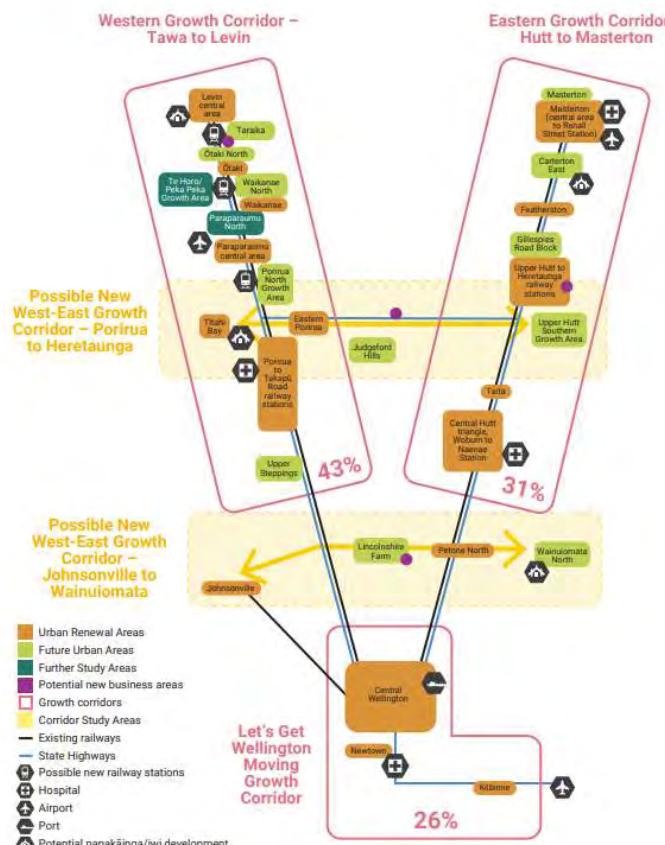
##### 5> Deliver transformational housing and development outcomes for iwi/Māori

Partnering with iwi, the Crown and councils to deliver transformational housing, urban development and economic development outcomes for iwi/Māori.

##### 6> Address the urban development challenges of climate change and transitioning to a zero-carbon economy at a regional scale

Planning and undertaking projects regionally to address the urban development impacts of climate change, particularly impacts on infrastructure and where people live and work and work to transition to a zero-carbon economy.

#### Spatial representation of growth over the next 30 years



#### Joint Work Programme:

The partnership will advance work on programme of initiatives that require working in partnership to deliver the key moves of the framework. Examples of the initiatives include (noting that some are already underway):

- Continue to implement the **Let's Get Wellington Moving** programme including both transport and urban development elements
- Masterplan and implement **Upper Hutt rail orientated development, Lower Hutt Triangle, and Levin rail and state highway leveraged development in Taraika**.
- Continue to implement the **Eastern Porirua Regeneration Programme**
- Review council zoning and other levers to enable **higher densities** within existing and new urban areas in appropriate locations identified in the regional growth framework
- Develop a **regional climate change plan** including a plan to **reduce greenhouse gas emissions** and transition to a **zero carbon and circular economy**.
- Significantly **improve multi-modal connections** to rapid transit stops as part of master planning and delivery of **higher density urban development in major centres and at nodes**.
- Develop a **50- to 100-year regional three waters strategy** to support anticipated growth and improves environmental outcomes.
- Explore the potential for improving **East-West access**, resilience and unlocking areas for housing and urban development
- Explore a **regional housing approach and action plan** for next 5 years