

## **1.1 Ōhiwa Harbour Implementation Forum – Terms of Reference**

### **1.1.1 Delegated Function**

To oversee and monitor the implementation of the Ohiwa Harbour Strategy.

### **1.1.2 Membership**

Membership will consist of an appointed councillor from each of the three Councils and appointed representatives of local Iwi as follows:

- One representative - Opotiki District Council.
- One representative - Whakatane District Council.
- One representative - Bay of Plenty Regional Council.
- Four appointees (Tangata Whenua) representing Whakatōhea, Upokorehe, Ngāi Awa and Ngāi Tuhoe.

The Forum (made up of the representatives as outlined above) will specifically invite attendance by organisations/groups which they believe will be interested (such as the Department of Conservation, Ministry of Fisheries, Nukuhou Salt Marsh Care Group). The meetings will also be publicly advertised so that members of the wider community can also attend.

### **1.1.3 Standing Orders**

The Bay of Plenty Regional Council Standing Orders, October 2010, based on the New Zealand Standard Model will apply to this Joint Committee, except as varied by these Terms of Reference or unless the members of the Joint Committee unanimously agree to vary those standing orders as they apply to the Joint Committee.

### **1.1.4 Chair**

The 'Ōhiwa Harbour Implementation Forum' elects a Chairperson at its first meeting each Triennium.

### **1.1.5 Frequency of meetings**

Meetings will be held every six months or as required.

### **1.1.6 Term of the Committee**

The need for and purpose of 'Ohiwa Harbour Implementation Forum' will be revisited every three years from the date of the first meeting. The establishment of the 'Ohiwa Harbour Implementation Forum' is subject to review 3 - yearly following local authority elections. Subject to the Forum being re-appointed, Councillor and appointed tangata whenua representatives are appointed by the incoming Councils.

### **1.1.7 Specific Responsibilities and Delegated Authority**

The 'Ohiwa Harbour Implementation Forum':

- is the sponsor of the Ohiwa Harbour Strategy;
- is responsible for overseeing the implementation of the actions in the Strategy;

- has an overall monitoring role in terms of timeframes and deliverables;
- maintains a general awareness of the issues surrounding the Ohiwa Harbour Catchment; and
- is responsible for reporting back to the strategic partners and to the community.

The 'Ōhiwa Harbour Implementation Forum' will:

- Receive reports (including those prepared by staff of the three Councils) of what has recently been achieved with regards to implementing the Strategy, and outlining what the next targets for implementation could be;
- Provide a sounding board for officers to test implementation ideas against;
- Provide recommendations that can be reported back to councils; and
- Promote links with the Ohiwa Harbour Catchment community.

### 1.1.8 Administering Authority

Bay of Plenty Regional Council is responsible for the administration of the 'Ohiwa Harbour Implementation Forum'.

**Note:**

*The Ōhiwa Harbour Implementation Forum reports directly to the Operational Monitoring and Regulation Committee.*

*The 'Ōhiwa Harbour Implementation Forum' has no delegated authority for financial expenditure.*

*The costs of attendance at meetings lie where they fall. The exception to this is that a standard meeting fee will be provided for Iwi representation. The cost of this will be borne by the Bay of Plenty Regional Council. The actions to give effect to the Strategy itself and costs associated with reporting to the Committee are funded from within the budgets of participating councils.*

*The Ōhiwa Harbour Implementation Forum is a **recommending** body only, and does not have decision-making powers.*