

Report 16.121
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Committee Council
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Whaitua Committees - Review of Remuneration

1. Purpose

To seek the Council's approval of an increase to the honoraria for the two established whaitua committees based on workload, and to reflect this through a change to each of their terms of reference.

2. Background

The whaitua process is a community led collaborative planning process to address a number of land and water management issues and to carry out our obligations under the National Policy Statement for Freshwater Management (NPS-FM).

The region has been divided into five whaitua or catchments. Whaitua committees will make recommendations to the Council through a Whaitua Implementation Programme (WIP) report. These committees are a partnership between the Regional Council, iwi, territorial authorities and the community. The WIP will contain strategies and actions which will form a programme of work to implement the NPS-FM in the catchment area of the Whaitua committee.

There are currently two established committees, the Ruamāhanga Whaitua Committee and Te Awarua-o-Porirua Whaitua Committee. At their workshop on 9 February 2016 the Ruamāhanga Whaitua Committee requested a review of their remuneration due to an increased workload in 2016.

Both the Ruamāhanga Whaitua Committee and Te Awarua-o-Porirua Whaitua Committee have a Terms of Reference which set out the expectations for remuneration and committee meetings and workshops, and were agreed by Council in December 2013 and December 2014 respectively.

The terms of reference for each whaitua committee allow that each council is responsible for remunerating its representative for the cost of their participation. All other members are eligible to receive standard mileage

allowances or reimbursement for travel expenses as determined by Council and are eligible for the following honorarium:

- Appointed members \$5,000 per annum
- Chairperson \$8,000 per annum

Ten of the 14 members on the Ruamāhanga Whaitua Committee are paid an honorarium by GWRC and 10 of the 13 members of Te Awarua-o-Porirua Whaitua Committee.

3. Remuneration review for Ruamāhanga Whaitua Committee

Section 6 of the Ruamāhanga Whaitua (catchment) Committee – Terms of Reference, states that ‘The Ruamāhanga Whaitua Committee will meet at least four times per annum (once a quarter) and with workshops and additional meetings as required.’ In 2015 the committee attended 20 workshops, meetings, field trips and community engagement events. In 2016 there are already 21 committee workshops/meetings scheduled with additional committee workshops, community engagement events and stakeholder meetings being planned. This is a significant increase to the committee’s workload. The additional workload is to ensure the committee produce their Whaitua Implementation Programme (WIP) by February 2017 – the full three years allowed in the terms of reference.

The chairperson’s workload also increases in line with the number of committee events and is likely to increase further as the committee gets closer to completing their WIP through increased interactions with the community and stakeholders.

It should be noted that the honorarium is intended to be recognition of the committee’s community service and is not intended to be full compensation for the time they are committing.

4. Remuneration review for Te Awarua-o-Porirua Whaitua Committee

Increasing the remuneration for the Ruamāhanga Whaitua Committee sets a precedent for other whaitua committees. As the other established committee, the remuneration for Te Awarua-o-Porirua Whaitua Committee is consequently reviewed here.

Te Awarua-o-Porirua terms of reference reflect those of the Ruamāhanga Whaitua Committee regarding workshops and meetings. As this committee moves into the deliberations phase of their work in early 2016 they are setting up a number of working groups which will run alongside the 12 full committee workshops/meetings scheduled for the year. While this represents an increase in their workload from 2015, this is not inconsistent with the workload of the Ruamāhanga Whaitua Committee in their second year when the remuneration remained unchanged.

The expectation is that in the final year of their work in 2017 this workload will increase again to a level similar to the current Ruamāhanga Whaitua Committee's commitment. In the interest of equity across the committees any remuneration increase for the final phase of the Ruamāhanga Whaitua Committee's work should also be considered for Te Awarua-o-Porirua Whaitua Committee for the same period.

5. Proposed outcome of remuneration review

It is proposed that based on additional workloads in the final year of the committee's work developing their WIP, the honorariums are increased by fifty percent from \$5,000 per annum to \$7,500 per annum for appointed members and from \$8,000 to \$12,000 for the chairperson.

For the Ruamāhanga Whaitua Committee this would be effective from the date of Council approval, 6 April 2016. For Te Awarua-o-Porirua Whaitua Committee this would be effective for the final year of their work, from 10 December 2016.

6. Honorarium costs for 2015/16 and 2016/17

6.1 Ruamāhanga Whaitua Committee

The table below shows the additional cost of increasing the annual honorarium by fifty percent for the Ruamāhanga Whaitua Committee, effective from 6 April 2016.

Honorarium recipients	Current cost for 2015/16	Additional cost for remainder of 2015/16	Total 2015/16 spend	Current forecast for 2016/17	Revised forecast for 2016/17
Appointed members x 9	45,000	5,192	50,192	45,000	67,500
Chairperson	8,000	923	8,923	8,000	12,000
Total	53,000	6,115	59,115	53,000	79,500

The total additional cost for the 2015/16 financial year is \$6,115 and for the 2016/17 financial year \$26,500.

6.2 Te Awarua-o-Porirua Whaitua Committee

The table below shows the additional cost of increasing the annual honorarium by fifty percent for Te Awarua-o-Porirua Whaitua Committee, effective from 10 December 2016.

Honorarium recipients	Current cost for 2015/16	Current forecast for 2016/17	Revised forecast for 2016/17
Appointed members x 9	45,000	45,000	57,548
Chairperson	8,000	8,000	10,231
Total	53,000	53,000	67,779

There is no additional cost for the 2015/16 financial year. The additional cost for the 2016/17 financial year is \$14,779. There would also be additional cost in 2017/18, dependent on the length of time the Committee is active.

6.3 Funding implications

The additional costs detailed in section 6.1 and 6.2 will be absorbed within the existing Environment Management Group budget.

7. Communication

Whaitua Committee members will be advised of the Council's decision.

8. The decision-making process and significance

Officers recognise that the matters referenced in this report may have a high degree of importance to affected or interested parties.

The matters requiring decision in this report have been considered by officers against the requirements of Part 6 of the Local Government Act 2002 (the Act). Part 6 sets out the obligations of local authorities in relation to the making of decisions.

8.1 Significance of the decision

Part 6 requires Greater Wellington Regional Council to consider the significance of the decision. The term 'significance' has a statutory definition set out in the Act.

Officers have considered the significance of the matter, taking the Council's significance and engagement policy and decision-making guidelines into account. Officers recommend that the matter be considered to have low significance.

Officers do not consider that a formal record outlining consideration of the decision-making process is required in this instance.

8.2 Engagement

In accordance with the significance and engagement policy, no engagement on the matters for decision is required.

9. Recommendations

That the Council:

1. *Receives the report.*
2. *Notes the content of the report.*
3. *Approves an increase in remuneration for Ruamāhanga Whaitua Committee members from \$5,000 to \$7,500 per annum for appointed members and from \$8,000 to \$12,000 per annum for the chairperson, effective 6 April 2016.*
4. *Approves an increase in remuneration for Te Awarua-o-Porirua Whaitua Committee members from \$5,000 to \$7,500 per annum for appointed members and from \$8,000 to \$12,000 per annum for the chairperson, effective 10 December 2016.*
5. *Approves an update to the terms of reference for each whaitua committee to reflect the changes in remuneration.*

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