

Greater Wellington Regional Council

**Terms of reference for Waipoua Masterton Urban Area
Project Group**

**To be adopted by the Te Kāuru Upper Ruamahanga Floodplain
Management Plan Subcommittee**

DRAFT

Waipoua Masterton Urban Area Project Group

(A Project Group of the Te Kāuru Upper Ruamahanga Floodplain Management Plan (TKURFMP) Subcommittee)

Purpose

- 1 The purpose of the Waipoua Masterton Urban Area Project Group (the Project Group) is to facilitate the Waipoua River flood hazard mitigation option development for the Masterton urban area.
- 2 The options developed will be recommended to the TKURFMP Subcommittee for endorsement and inclusion in the draft TKURFMP. A floodplain management plan is a non-statutory plan that sets out a long-term strategy for managing areas at risk from flooding and erosion. Floodplain management plans may contain both regulatory and non-regulatory proposals.

Specific Responsibilities

The Waipoua Masterton Urban Area Project Group is responsible for:

- Agreeing the flood hazard within Masterton urban area
- Developing and agreeing options for flood and erosion mitigation of the Waipoua River in the Masterton urban area
- Providing recommendations for consideration to the TKURFMP Subcommittee regarding options

The Waipoua Masterton Urban Area Project Group will act only to consider draft reports/recommendations with a focus on new flood hazard maps and design options for the Waipoua River. All decisions and recommendations to the Environment Committee remain the responsibility of the TKURFMP Subcommittee.

The Subcommittee retains its existing responsibilities and recognises the Project Group as a mechanism for consideration of design options.

The Project Group shall consider the responsibilities of the TKURFMP Subcommittee when considering options. The TKURFMP Subcommittee:

- recognises the need for communities to mitigate the effects of flooding to an acceptable level of risk, in a way that improves community resilience to flooding
- recognises that flood risk cannot be completely eliminated and that provisions must be implemented to handle residual risk

- recognises that methods chosen to mitigate the effects of flooding must be both affordable and sustainable
- balances the priorities of Council in funding flood mitigation methods with the aspirations and contribution of the local community for implementation of the methods and ensures that any flood management solutions chosen can be accommodated within the funding constraints of the Council's Long-term Plan
- ensures that methods adopted to mitigate the effects of flooding consider the river/stream environment, recognising the unique nature and the role that rivers/streams play in the lives of the community.

Status of the Project Group

The Project Group is an advisory body established by the TKURFMP Subcommittee. The Project Group is not a sub-ordinate decision making body of the Council and is not a committee or subcommittee under the Local Government Act 2002.

Membership

1. The Chair of the Te Kāuru Upper Ruamahanga Floodplain Management Plan Subcommittee.
2. The Greater Wellington Regional Council Councillor elected from the Wairarapa Constituency.
3. Two members, being elected members of the Masterton District Council appointed by Masterton District Council.
4. One member of Kahungunu ki Wairarapa, also on the TKURFMP Subcommittee.
5. One member of Rangitāne ō Wairarapa, also on the TKURFMP Subcommittee.
6. One member, as an officer of Greater Wellington Regional Council.
7. One member, as an officer of Masterton District Council.
8. Such other members appointed by the TKURFMP Subcommittee, when the Project Group considers that it could function more effectively by having such appointed members.

Officers of Wellington Regional Council and Masterton District Council that are not appointed members of the Project Group may be invited to attend Project Group meetings by the Chair of the Project Group if it is considered a meeting could function more effectively with the officers input.

Chairperson

The Chairperson shall be the Chair of the Te Kāuru Upper Ruamahanga Floodplain Management Plan Subcommittee.

Quorum

A majority of the membership of the Project Group shall be present to form a quorum at meetings.

Consensus

The Group will strive to decide upon the matters by consensus. In the circumstance that a consensus cannot be achieved on a particular matter, each member has a deliberate vote and the Chair does not have a casting vote.

Reporting and servicing

1. The Project Group reports to the Te Kāuru Upper Ruamahanga Floodplain Management Plan Subcommittee.
2. The Project Group is serviced by the Wellington Regional Council.

Remuneration

1. The expenses of members of the Project Group who are elected members of the Wellington Regional Council or Masterton District Council shall be met by the council they represent.
2. The expenses of the Project Group members who are officers of Wellington Regional Council or Masterton District Council shall be met by the council which they represent.
3. Project Group members who are not otherwise being remunerated may claim Greater Wellington Regional Council daily meeting attendance allowances and expenses.

Meeting frequency and life of Project Group

The Project Group shall meet as required.

The Project Group shall cease to exist when the Council has made a decision on the Floodplain Management Plan recommended by the TKURFMP subcommittee or at a time the Council determines.