

# Rivers Scheme Advisory Group Terms of Reference 2023

*For Kaituna Catchment Control Scheme, Waioeka-Otara Rivers Scheme, Whakatāne-Tauranga (formerly Waimana) Rivers Scheme, and Rangitāiki-Tarawera Rivers Scheme.*

## 1.0 Purpose of the River Scheme Advisory Groups

- To connect regularly with those communities that benefit from and contribute to the work the Regional Council delivers to maintain and improve our river schemes.
- To enable discussion on the Regional Council's rivers and drainage work programmes and levels of service; and
- To discuss how we might adjust current practices, where necessary, to support sustainable river scheme management.

## 2.0 Guiding Principles

The following principles will guide the work of the Advisory Groups:

- **Adapting to our changing climate**

The Bay of Plenty's climate is changing, and these changes will continue for the foreseeable future. Adaptation is essential to ensure our River Schemes remain sustainable in the long term. The work of the Advisory Groups helps to manage the effects of a changing climate.

- **Working effectively with Māori to deliver outcomes for the region**

Implementing the principles of the Te Tiriti o Waitangi (Treaty of Waitangi) collaboration and partnership will guide the work of the Advisory Groups. The Council has an opportunity to work effectively with Māori by establishing appropriate Māori participation through Advisory Groups. Hearing Māori perspectives and the inclusion of cultural values (such as Mātauranga Māori) will ensure river management and flood protection solutions remain consistent with community expectations. Diversity within the River Advisory Groups is encouraged and supported as it reflects the diversity in our wider community.

- **Community Participation**

Members will assist with the sharing of scheme information to ratepayers and residents and promote opportunities for participation and collaboration.

- **Sympathy with Natural processes**

Evolving best practice in river engineering and management in New Zealand is being shaped by the “Making Room for the River” philosophy. This approach tends to a more natural and less engineered/confined river system, to improve overall river and ecological health.

### **3.0 Scope of activity**

The role of the Advisory Group is as follows:

- To be a local contact on rivers and drainage issues.
- To share information to and from river scheme communities, stakeholders and tangata whenua.
- To act as a voice for the community to inform the planning and delivery of scheme works.
- Provide community views and input into key Rivers and Drainage management plans and strategies.
- Provide a feedback forum for Council on Rivers and Drainage proposals, projects and changes.
- To make recommendations on scheme management and operations including:
  - Capital and maintenance work
  - Proposed annual work programmes and budgets
  - Floodplain Management Strategies, and
  - Integrated and collaborative management opportunities.

### **4.0 Status**

Local input and advice from Advisory Groups is essential for effective scheme management and is highly regarded by Council. While the Advisory Group has no statutory basis or delegated functions of Council it can make recommendations on Council matters.

### **5.0 Membership**

The number and structure of members is intended to achieve a broad representation of the community covering the geographical extent of the Scheme, tangata whenua and various rating categories. The Council may appoint additional members to best meet the needs of the scheme. *(Each scheme-specific ToR will have its Membership Schedule inserted here from the Membership Schedule below).*

### **6.0 Appointment and term of service**

The standard term of appointment is three years with a maximum term of six years, without needing to reapply for the second term. All members, apart from Regional Council elected members, wishing to be considered for a third term are required to complete the public nomination process for re-selection\*.

Group membership consists of tangata whenua, territorial authorities, and targeted rate payers. Ratepayer representatives must be a targeted ratepayer in the Scheme to be eligible for nomination.

Ratepayer representatives are determined by the Council following a public or consultation process.

Council may appoint members representing special interests within the Scheme.

Members who are elected members are appointed for the local government triennium cycle however if re-elected will be reappointed where available for a further three-year term to ensure continuity.

An elected member of the Regional Council will be the Chairperson.

Members who are unable to complete their three-year term or misses more than three consecutive meetings without apology may be replaced by either Council or the authority they represented. Members may resign their position at any time, by written notice.

Interested parties and members of the public, who are not appointed to the group have the right to attend. They may participate if invited to by the Chair or during the public forum section of the meeting.

## **7.0 Meeting frequency and operation**

There will generally be two meetings held per year in March and September called by the Chairperson or delegate.

Meeting agendas will be compiled by managers and staff who will also service the meeting.

Council will assist with personal expenses incurred in meeting attendance, in keeping with Council's Expenses and Allowances Policy. Claims in this regard are voluntary.

## **8.0 Conflict of interest**

Members are required to bring to the attention of the Chairperson any conflict of interest or potential conflict they may have with any item on the agenda.

If a member is deemed to have a real or perceived conflict of interest in a matter that is being considered at a meeting, he/she will be excused from discussions and deliberations on the issue where a conflict of interest exists OR must not be present for consideration of that matter.

## **9.0 Confidentiality**

During the course of the business of the Advisory Group, a member will, from time to time, be privy to confidential information. Any confidential information is protected and should not be disclosed until a resolution of the Advisory Group to release the information has been made.

## **10.0 Communication and reporting**

The line of communication between Council and the Advisory Group will generally be through the Regional Council General Manager and the Advisory Group Chairperson.

Issues or recommendations arising from Advisory Group meetings will either be addressed by Scheme Managers or referred to the Council.

Information updates to Members will be circulated by email.

Information updates to scheme ratepayers will be made available via media releases, information posted on the Council web site and/or by email.

## **Rangitāiki Drainage Scheme [insert only in Rangitāiki-Tarawera and Whakatāne-Tauranga TORs]**

The Rangitāiki Drainage Scheme that is managed by BOPRC has a significantly smaller operational area and annual budget than the four major river schemes. For efficiency reasons the significant matters of interest relating to the Rangitāiki Drainage Scheme will be discussed and considered through the Whakatāne-Tauranga and Rangitāiki-Tarawera Rivers Scheme Advisory Group meetings. Matters specifically relating to the Rangitāiki Drainage Scheme will be discussed with “Rangitāiki Plains” representatives of the Whakatāne-Tauranga and Rangitāiki-Tarawera Rivers Scheme Advisory Groups.

### **11.0 Terms of Reference review**

The Council may review this Terms of Reference at any time if it considers circumstances or its community collaboration processes have changed. Prior consultation with the Advisory Group members will occur if a review is being considered.