

Friends of Waiwhetū: Terms of Reference

Vision

Waiwhetu Stream is a healthy functioning Ecosystem treasured and enjoyed by our community

Our Role

The Friends will engage with agencies and others advocating for the community to achieve our Vision

Our Principles

To foster Community Guardianship

To enhance native biodiversity, cultural and amenity values and ensure a safe and healthy environment within the Waiwhetu Catchment

Who are “The Friends”?

“The Friends of Waiwhetu Stream” is an independent body comprised of people with an interest in the achievement of the Vision.

“The Friends” come from a wide range of groups, organisations and individuals including:

- Tangata Whenua (Te Runanganui o Taranaki Whanui o Te Upoko a Te Ika)*
- Community Groups
- Environmental Organisations
- Adjacent Landowners and Local Businesses
- Local Government (GWRC, HCC)*
- Recreationalists (Groups or Individuals)

*Appointed

The Friends are represented by the Committee(see **Meetings of “The Friends”** and **Committee** below).

The Committee has relationships with Greater Wellington Regional Council (GWRC) and Hutt City Council (HCC), each of which is represented on the Committee. However, appointed representatives of GWRC and HCC shall not have voting rights on the Committee. Any submissions or public statements by the Committee are made on behalf of elected members and not on behalf of appointed members.

The representative of Tangata Whenua will be considered a full member of the Committee and have full speaking and voting rights.

Roles of “The Friends”

To act as a channel of communication between the community and the statutory bodies responsible for managing the stream.

To work with the statutory bodies and other parties in the planning required to achieve the Vision.

A Memorandum of Understanding will be entered into that will define the relationship with the Greater Wellington Regional Council (GWRC)

In particular, to monitor the achievement of:

- The Waiwhetu Stream Floodplain Management Plan including the resource consents for construction, operations and maintenance, walkovers, the ecological strategy.
- The Waiwhetu Stream Environmental Strategy, incorporating the Hutt City Council Waiwhetu Stream Enhancement Strategy (2002).

And, to participate in their development and implementation.

To identify opportunities for rehabilitation of the stream environment.

To work closely with all interested parties to rehabilitate and repair the stream as a food source and provider of spiritual sustenance for all to share. To Tangata Whenua this is the restoration of the “Mauri” of the stream.

To provide advocacy for educational opportunities so that people may respect and protect the stream and its environment, and enjoy its natural values and amenities.

To encourage the recognition and protection of the ecological, cultural, historical and geological sites within the stream corridor.

To encourage and facilitate the involvement of the wider community and adjacent landowners to participate in the achievement of the Vision.

Membership

Membership of “The Friends” is open to all who subscribe to the Vision. The Friends will have regular community interaction (through meetings and other engagements) to ensure community endorsement of its objectives and activities.

Those interested should apply directly to the Committee that will maintain a register of members.

If the Committee cannot agree on the acceptability of an applicant, membership will be resolved by a vote at an Annual General Meeting or a special general meeting.

Meetings of “The Friends”

The Friends will meet with the community at least twice a year - once for an AGM at which the Committee will be elected, and once to participate in a walkover and inspection of the stream. The timing of these meetings must allow for input to the Long Term Planning Processes of the statutory bodies.

This will enable all members of The Friends and interested people to be informed, to comment and to express concerns, and to make suggestions on a regular basis.

The Committee may call other meetings for specific purposes. Should the need arise a special general meeting of the full membership if necessary, or requested by 10 or more members. At least four weeks public notice will be given for The Annual General Meeting or special general meetings.

Committee

The activities of “The Friends” are organised by a Committee recommended to be more than 10 and less than 20 elected annually at the AGM. Each Committee Member will be elected by a majority of those present.

The Committee elects its own Chairperson and Secretary/Treasurer, and governance structure, arranges its own meetings and decides its own procedures. The Chair presents a report each year to the AGM.

In addition to its administrative duties, the Committee is responsible for ensuring that the above Roles are undertaken and for drawing up on-going plans and proposals for approval. These plans will be presented to the community for endorsement at the AGM.

It may also, as appropriate, issue newsletters, develop a Website or involve in Social Networking to inform members, and the community generally about the activities of The Friends.

It is a particular responsibility of the Chairperson to ensure that there is good communication between The Friends and the statutory bodies responsible for managing Waiwhetu Stream, and that they provide sufficient information for The Friends to fulfill its Roles.

The Committee may establish sub-groups to consider specific areas of interest and to make recommendations to the Committee. The Committee may co-opt people to the sub groups.

During the year, the Committee endorses any necessary replacement Committee members.

Funding of The Friends

As The Friends has no guaranteed source of funds, its activities are voluntary. The Greater Wellington Regional Council (GWRC) and Hutt City Council (HCC) are providing initial support, but The Friends will be independent. Future potential sources of Funds are from GWRC General or Care Group Funding or HCC Parks and Gardens funding or other funding sources. At some point, the Committee may consider it necessary to Incorporate and propose a subscription for members at an AGM or a Special Meeting. It may also wish to consider the possibility of sponsorship for particular proposals.

Review of Terms of Reference

A simple majority of those present at an AGM may amend these Terms of Reference.