

29 May 2023

[REDACTED]
[REDACTED]

Dear [REDACTED]

LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT Request: 2023-27

Thank you for your email of 5 May 2023 to the Carterton District Council requesting the following information:

“...the Wairarapa Mayoral Relief Fund.

I would like to know:

- 1. The organisations or individuals who have received money through the fund*
- 2. The processes taken to allocate the money”*

Your request has been considered under the Local Government Official Information and Meeting Act 1987 (the Act).

My response to your request is detailed below.

The organisations or individuals who have received money through the fund.

There were 38 individuals and groups that received funding through the Mayoral fund, with the total of \$269,454 distributed.

In line with section 7 of the Act, the names of organisations or individuals who received money through the Mayoral Fund are being withheld to protect the privacy of the organisations or individuals.

The Wairarapa Mayoral Relief Fund supported individuals, families, community organisations, businesses, and marae affected by Cyclone Gabrielle, with priority given to:

- provision of essentials for daily life, transport needs and household contents
- rebuild/recovery costs of buildings damaged by water or storm damage
- essential items not covered by insurance or other funds.

The processes taken to allocate the money.

All applications to the Mayoral Fund were assessed against the priority criteria by the Wairarapa Recovery Governance Group. The group included the three district mayors, Council chief executives, iwi, central government agencies and business representatives. Attached as **Appendix A** is the Wairarapa Recovery Governance Committee Terms of Reference.

As required under section 7(1) of the Act, I have had regard to the public interest considerations favouring the release of the information withheld. I consider that the public interest considerations favouring the release of this information is not sufficient to outweigh the need to withhold it at this time.

Please note, the Council now proactively publishes LGOIMA responses on our website. As such, we may publish this response on our website after five working days. Your name and contact details will be removed.

Thank you again for your email. You have the right to ask an Ombudsman to review this decision. You can do this by writing to info@ombudsman.parliament.nz or Office of the Ombudsman, PO Box 10152, Wellington 6143.

Yours sincerely



Geoff Hamilton
Chief Executive
Carterton District Council

Wairarapa Recovery Governance Committee

Purpose and Objectives of the Committee

The purpose of the Recovery Governance Committee is to manage the strategic direction of recovery operations by ensuring recovery objectives and ultimately community outcomes are being achieved as per the Recovery Action Plan.

Committee Membership

Committee membership is designed to be representative of the region, Māori and central government interests.

Due to the very localised nature of impacts in the Wairarapa from Cyclone Gabrielle it is recommended that Wairarapa recovery operations continue to be locally led and central government supported. It is also recommended that the Recovery Governance Committee is kept relatively small so that it remains agile and able to meet relatively frequently - in the short-term at least.

It is recommended that the standing Committee consist of:

- The three mayors representing Masterton, Carterton & South Wairarapa
- Representatives for Kahungunu ki Wairarapa & Rangitāne o Wairarapa Iwi
- The Wairarapa counsellor for Greater Wellington Regional Council
- The Regional Public Service Commissioner (representing central government agencies)
The Minister of Civil Defence would also like to maintain a watching brief of Committee activities and should be invited to participate in relevant decisions (particularly those requiring central government support) and provided with copies of reports tabled at Committee meetings.
- A local Wairarapa business representative to be approved by the Committee members.

The Recovery Governance Board may also choose to temporarily include other representatives into its body as and when appropriate, such as the Chief Executives of the three Councils (particularly in relation to approving Recovery Office resources or decisions that could impact Council BAU work programmes), other elected members or representatives from key partner agencies making significant contributions or providing specialist input into relevant aspects of the recovery work programme.

The Committee will decide by vote on a Committee Chair and Deputy Chair. This person must be selected from the standing Committee only.

Terms of Reference

Decision Making

- The minimum number of Committee members to be a quorum and conduct valid business is four. All four members of the quorum must be standing Committee members.
- Mayors can provide a designated representative to attend committee meeting when necessary to ensure that each council is represented when decisions are made.
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- Mayors will indicate who their designated representative will be so the Recovery Team can keep them informed of Recovery operations so they can make informed decisions when required.
- If a mayor or their delegated representative are absent, then the relevant Chief Executive will represent their council as a voting member of the committee.
- The final decision on the allocation of Mayoral Grant Funds and the Ministry of Business and Innovation (MBIE) funding will be the responsibility of the Recovery Governance Committee.
- All decisions made by the Recovery Governance Committee will be made by consensus. In the case of a tied consensus vote on a decision, the Chair of the Recovery Committee will cast the deciding vote.

Meetings

- Meetings will be held weekly for one hour at an agreed time for the first month and once a fortnight thereafter until the Recovery Office closes.
- The Recovery Office will manage calendar appointments and receipt of any apologies and notify the Recovery Governance Committee Chair.
- The Recovery Office will manage the meeting agenda, record minutes and actions.
- Provision will be made to allow Committee members to attend Recovery Committee meetings physically or virtually.

Paper and Presentation Guidelines

- All reports presented to the Committee that pertain to the region as a whole will be reviewed and approved by all three Recovery Managers representing each territorial authority beforehand.
- Any report relating to a specific geographical area within one territorial authority area will be reviewed and approved by the Recovery Manager of that territorial authority area beforehand.
- Committee Reports will be provided to the Committee by email on the evening before the Committee meeting at the latest.
- No report will be released to the public or media without the Committee's approval.

Responsibilities of the Committee

The responsibilities of the Committee will be as follows:

Terms of Reference

- Review and approve the Recovery Action Plan and any future significant amendments.
- Review and approve the Recovery Communications and Community Engagement Plan.
- Review and approve the Recovery Office structure.
- Review and approve the Mayoral Grant and MBIE Fund criteria and process to manage it.
- Review and approve applications to the Mayoral Grant and MBIE Fund.
- Maintain oversight of recovery action plan activities/projects and ensure the needs of affected communities are being met.
- Ensure local recovery is in line with any national guidance or directives.
- Use political influence and relationships to ensure key stakeholders are kept informed/involved.
- Communicate recovery activities within Wairarapa, regionally and nationally.
- Advocate to central government, any regional recovery entity and other agencies for resources and support for Wairarapa's recovery.
- Enable and support the Recovery Manager and the recovery team.
- Review and approve the Recovery Exit Plan.

Delegating Tasks and Powers

The committee has authority to:

1. prepare and adopt a Wairarapa Cyclone Gabrielle Recovery Plan
2. advocate on behalf of Wairarapa for recovery resources and support for Wairarapa
3. liaise directly with any formal national or regional recovery entities on behalf of Wairarapa
4. review, approve or decline Mayoral Grant and MBIE fund applications *

* To approve grants the mayor of each territorial authority or an agreed delegate such as the CE or another elected member representing that territorial authority must be present.

Reporting and Monitoring

As part of the regular reporting cycle the Recovery Office will provide the Recovery Governance Committee with the following reports:

- A Recovery Situation Update
- A Recovery Project Summary Report
- A Mayoral Grant Application Report

Other ad-hoc reports will also be provided at the request of the Committee.

Administration

The Recovery Office will provide secretarial support for the Committee. Other resourcing for the work of the group shall be by agreement.

Terms of Reference

Review of the Committee

The Committee will continually review its membership to determine if additional representation is required and will work with the three Recovery Managers to determine the date for the Recovery Office to exit recovery.

RELEASED UNDER LGOLMA