

Terms of Reference

Coromandel Great Walks

Cathedral Coast Walk - Key Stakeholders Group

The Key Stakeholders Group within the structure of the Coromandel Great Walks -

'Cathedral Coast Walk'- Governance Group comprise:

- Hahei Stakeholders Group - 2 representatives
- Coromandel Coastal Walkways - 1 representative
- Destination Coromandel - 1 representative
- Commercial operators - 2 representatives
- Private land owners - area specific representation

This group together with the; Project Team, Project Managers, Executive and Governance Directors make up the senior group to oversee this phase of the Coromandel Great Walks project.

Role of the Key Stakeholders Group.

The role of this group is to discuss and contribute ideas, solutions, issues and recommendations to the Governance Directors and Executive to inform decision making.

The Group will be invited to attend Governance Directors meetings, most likely to be monthly. They may also be required to meet outside this forum should specific issues/ considerations need to be addressed.

The Group will not be required to contribute to matters outside the 'Walks' project such as associated Council business.

Project Scope

The Cathedral Coast Walk covers the geographical areas between Hot Water Beach and Whitianga. The scope for the Key Stakeholders Group covers matters relating to the 'Walks' within these boundaries.

It is envisaged the Key Stakeholders Group will disband once the project is completed, estimated to be December

2016.

Responsibilities

The Key Stakeholders Group will provide advice and guidance to the wider Governance Group. The Group will be asked to assist in planning, decision making and mitigation measures specific to their representative positions and to the overall project delivery.

Members of the Group have no voting rights.

Key Results required

The Cathedral Coast Walk project as defined is developed and completed within scope and budget.

As the Key Stakeholders represent their constituents, key results centre on the best outcomes and opportunities for the individuals as well as for the overall project.

Ways of working

All administration and minute taking is provided to the Key Stakeholders Group.

Minutes and agendas will be circulated at least 7 days prior to meetings where practicable.

Members of the Group may be contacted and or co-opted between meetings for advice and expertise should the need arise.

Out of pocket expenses will be reimbursed by the Executive.

Conflict resolution

In the event of any issue/s arising where mediation or the conflict cannot be resolved by the parties concerned, the matter is referred to the Executive to seek resolution. The Executive can refer the matter to the Governance Directors for final resolution if deemed necessary.

Garry Towler

17th August 2015