

Independent Chairperson – Vacancy

Independent Chairperson

- Broad Governance Leadership Role
- Tauranga Based
- Spatial Planning, Urban Growth and Transport Focus

The SmartGrowth partnership of Bay of Plenty Regional Council, Tauranga City Council, Western Bay of Plenty District Council and tāngata whenua invites applications to fill an Independent Chairperson vacancy that has recently arisen at SmartGrowth.

The Independent Chairperson is required to provide leadership and guide strong collaboration for the SmartGrowth partnership and also to ensure that strategic obligations are met.

SmartGrowth provides a unified vision, direction and voice for the future of the western Bay of Plenty as we develop a great place to live, learn, work and play. The SmartGrowth Strategy is focused on implementation and future thinking. It has a 50-year horizon with particular focus on the next 20 years.

The Independent Chairperson is responsible to the SmartGrowth Leadership Group made up of the SmartGrowth partnership and Ministers of the Crown.

The role is varied and challenging. It includes:

- Chairing of Governance, Senior Management and Stakeholder meetings
- Leadership, guidance and facilitating expert advice on spatial plan, urban growth and transport matters
- Ensuring voices of partners, the Crown and the community are respectfully heard and responded to
- Representing the SmartGrowth partnership through various communication channels

We are looking for someone who has strong governance skills, excellent communication skills, urban growth and transport experience, and proven strategic ability. You must also have demonstrable experience in working in partnership with Tangata Whenua, understanding of Maori values and aspirations.

The role is expected to require an average of 40 hours per month. A role description is available on the SmartGrowth website.

Applications are to be received no later than **9 am on Monday, 1 March 2021**, marked 'SmartGrowth Appointments Committee', c/- Juanita Assink, Tauranga City Council, juanita.assink@tauranga.govt.nz

Independent Chairperson – Role Description

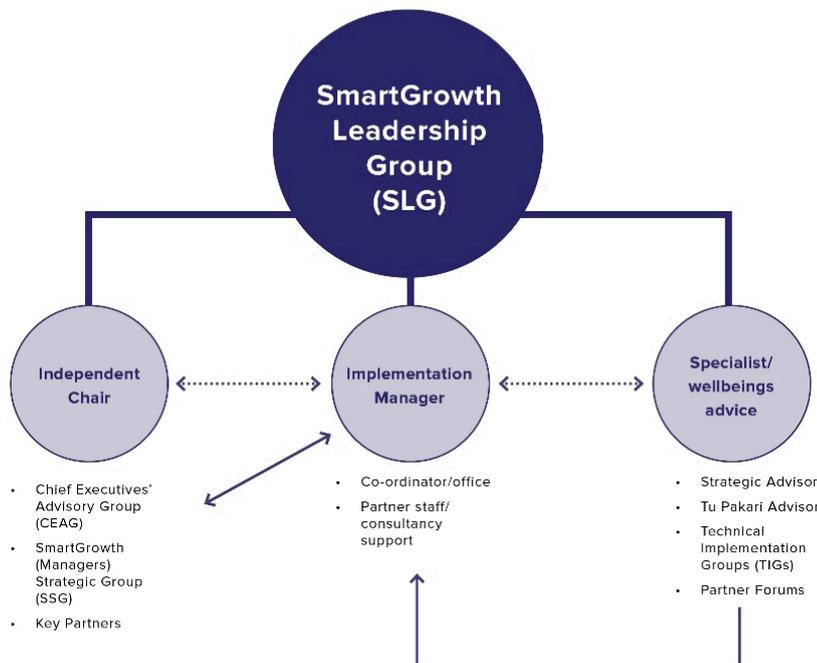
Overview

SmartGrowth provides a unified vision, direction and voice for the future of the western Bay of Plenty as we develop a great place to live, learn, work and play. The SmartGrowth Strategy is focused on implementation and future thinking. It has a 50-year horizon with particular focus on the next 20 years.

The SmartGrowth partnership of Bay of Plenty Regional Council, Tauranga City Council, Western Bay of Plenty District Council and tāngata whenua jointly appoint the SmartGrowth Independent Chairperson. The Independent Chairperson is responsible to the SmartGrowth Leadership Group.

In 2020 the partnership entered into a Memorandum with the Crown establishing the creation of an enduring spatial plan partnership between Central Government and the SmartGrowth partners. At the same time the Crown agreed to participate in the SmartGrowth Governance with provision made for up to three Ministers of the Crown to be appointed to the SmartGrowth Leadership Committee with voting capacity.

The Chairperson position is required to provide leadership and guide strong collaboration for the SmartGrowth partnership and to ensure that strategic obligations are met.



Independent Chairperson – Key Responsibilities

- Chair meetings of the SmartGrowth Leadership Committee (SLG) and Chief Executive Advisory Group (CEAG)
- Liaise with Partner Mayors, Regional Chair, Commissioner Chair, Tangata Whenua representatives, SmartGrowth Programme/Implementation Manager, Strategic Advisor, and Partner staff.
- Coordination of joint engagement with Central Government in relation to strategy issues including liaison with Crown Ministers appointed to SmartGrowth, and also briefings of other Ministers, MPs and officials.
- Provide key advice on courses of action for the Leadership Group to progress its deliberations and outcomes.
- Manage public communication processes in relation to SmartGrowth that are related to governance matters.

Key Tasks

- Chair meetings of Senior Managers Group
- Develop and manage meeting agendas of SLG and CEAG in conjunction with Strategic Advisor and partner staff.
- Provide a facilitative style of Chairmanship that enables quality participation and outcomes.
- Work closely with western Bay of Plenty sub-region's Council CEO's (Tauranga City Council, Bay of Plenty Regional Council and Western Bay of Plenty District Council), Tāngata Whenua and Government representatives to oversee the management of the SmartGrowth.
- Ensure that timeframes/targets set by the Committee are achievable and achieved.
- Develop timelines for specific tasks and projects
- Management of issues as they arise.
- Interact with Ministers who are members of the governance group as well as key officials.
- Communication with interested persons including public and stakeholder groups.
- Attend meetings with key stakeholders, including the SmartGrowth Partner Forums, as required.
- Oversee the budgeting and financial management of the joint SmartGrowth partnership activity.
- Chair Strategic Partners Forum and liaise with Chairs of SmartGrowth Partner Forums as required.
- Maintain effective working relationships with the appropriate tāngata whenua groups.
- Facilitate the provision of specific information and expert advice to the Committee as is appropriate to facilitate successful implementation of SmartGrowth.
- Prime responsibility for all public communication in relation to the joint governance aspects of implementation.
- Adopt an approach that recognises political sensitivities and the communication of issues to the public.
- Ensure, where appropriate, that publications and communication reflect a bi-cultural approach
- Ensure when making decisions the SmartGrowth Leadership Group are provided with appropriate guidance and consideration factors by western Bay of Plenty Council CEO's, Tāngata Whenua, Government officials and key stakeholders;

Skills and Experience

- Excellent leadership and management skills, including the ability to effectively chair meetings and manage discussions to achieve a group decision.
- Demonstrable experience in working in partnership with Tangata Whenua and understanding of Maori values and aspirations.
- Experience in facilitation with a focus on participation and consensus decision-making.
- Excellent communication skills, with clear, concise and effective written skills and the confidence to speak in front of groups of all sizes.
- Excellent negotiation and diplomacy skills and experience.
- Experience working in a multi-party partnership arrangement.
- Understanding of the role of Governance in planning and decision-making processes.
- Leadership, guidance and facilitating expert advice on spatial plan, urban growth and transport matters.
- Ability to quickly familiarise yourself with the key issues facing SmartGrowth and the region in which it operates.
- Some knowledge of the statutory requirements associated with Local Government and Central Government.
- Experience handling sensitive and confidential issues.
- Ideally, at least ten years of experience working at senior management/leadership and/or governance level.
- Experience managing a team and/or working closely with CEO's in a leadership role.