

TERMS OF REFERENCE - REGIONAL REVIEW WORKING GROUP

BACKGROUND:

Rural Women New Zealand (RWNZ) is an organisation that prides itself on inclusion, representation, social connection and charitable giveback.

RWNZ has a member geographical servicing structure consisting of seven (7) regions, although region six (6) is split into two regional teams due to geographical challenges. The current regional structure was last considered in 2007 and has served the organisation well during this period.

Effective and cohesive member connection and engagement is key for the viable future of the organisation. This will enhance social and charitable opportunities in line with the organisation's strategic objectives.

From ongoing member feedback, it is now apparent the current geographical based regional structure may no longer be fit for purpose going forward.

The regional structure has been in place for many years with alterations made as and when necessary. It is heartening to reflect on the longstanding connections that have been created and nurtured over a considerable length of time.

An innovative new focus throughout the country is crucial for RWNZ to remain connected and relevant for current and future generations living in regional communities.

PURPOSE:

To carry out an inclusive and respectful review of the current RWNZ regional structure, including the geographical boundaries. The aim is to ensure all members are effectively serviced by the regional support networks and the organisation as a whole.

The review goal is to inform the Board's decision on how to provide an efficient regional structure that will enable regional teams to be supported with processes and tools to grow connection. This will support current and future members for the health of an inspiring and future focused organisation leading into the next 100 years.

PROCESS:

A thorough investigation into the current structure and possible opportunities to create a future innovative structure will be carried out by a working group. This working group will include representation from the organisation's current regional leadership team as well as the national office and the RWNZ Board. The Working Group will be expected to have an understanding of the interests and needs of current and future members.

The Working Group is to undertake the following work programme.

Part 1

Investigate the following internal information.

1. Ascertain current position:
 - What is the current structure?
 - When was the current structure implemented?
 - What was the reasoning behind the current structure?
 - How well does the current structure serve existing and potential members?
2. Current geographic boundaries
 - Where are the current boundaries?
 - How do these boundaries fit with communities/communities of interest?
 - How do these boundaries fit with access, such as roading etc?
 - Challenges of boundaries
 - Positives of boundaries
 - Opportunities of these current boundaries?
3. Financial position
 - Regional allocation from the National budget
 - What was the original regional allocation and when was it reviewed, how and what were the outcomes?
 - Original allocation and the breakdown for usage of funds
 - What were the intended outcomes for each area of the funding?
 - Leaders package (regional leader allocation of \$1140 excl. GST)
 - What was included in this?

For reference purposes, the current Terms of Reference for Regional Leaders and Regional Committee Chairs are attached.

Part 2

Feedback on current structure.

Gathering feedback on the possible structure options through the following confidential process.

1. Who will be initially consulted?
 - the current Leadership team
 - Regional committees
 - Board members

N.B where it is anticipated that consultation will be wider, this has been included below.

2. Topics for consultation.

a. Actual Geographic boundaries

- How do these fit for your region?
- What are the current boundary challenges for your region?
- What are the current boundary opportunities for your region?
- What adjustment to regional boundaries would you recommend and why?

The Working Group is to provide an opportunity for all members to individually input as a part of this process.

b. Financial

Regional Allocation from National budget

- What works well?
- How can RWNZ support your committee in your regional work?
- What changes could be made?
- How are different communities of interest supported that may span regions? (e.g., Business Award winners)
- How could different communities of interest be supported that may span regions?
- How can we focus on balancing the variety of needs in different regions?

Leaders package (regional leader allocation)

- What expenses are currently covered?
- What expenses do you currently claim to support your role?
- What would you like to see covered in a future package to support your role?

Part 3 Research

1. Research other similar organisations and how they work e.g. Federated Farmers, Beef and Lamb, Dairy Woman's Network, Young Farmers
 - What regional boundaries do they have?
2. Research and consider if there are other boundary models that may be suitable

3. What funding options could be considered? E.G public service travel rates, differential funding for different regional needs/varied membership numbers?

Part 4 Outputs

1. The working group will create a draft options proposal for the way forward incorporating research and feedback from previous steps. This will include:
 - Recommended regional boundaries and any further recommendations regarding boundary lines/overlap
 - Recommended regional funding allocation
 - Recommended leadership allocation
 - Recommended review cycle for regional boundaries and regional funding
 - Any recommendations for changes to Regional Leader and Regional Committee Terms of Reference arising from this work
 - Any further recommendations arising from this work
2. Draft proposal presented to the Board who will also consider:
 - Financial implications
 - Logistics surrounding the effective size of the Leadership team.
 - Equity of support across the country
 - Impact of change
3. Board approved draft proposal to go to Regional Leaders for input and consideration.
4. Final proposal with implementation plan agreed

WORKING GROUP TEAM MEMBERS:

Total 8 members

1 x Chair

2 x Board representation

3 x Regional Leader representation (elected by Regional Leader team)

1 x National Office representation

1 x a voice of the future who can contribute a fresh perspective and enthusiasm for the future of RWNZ to the working group

Skill set required from members:

Chair

- Knowledge of the organisation preferred
- Mediation/facilitation skills
- Forward thinking

Board representation:

- Balance of organisational understanding and;
- Innovative and forward thinking.

Regional Leaders :

- Forward thinking, innovative and future focused
- Good understanding of RWNZ current organisational structure and knowledge
- Very good connectivity for Zoom meetings

All Working Group Members are expected to work within the Rural Women New Zealand values as expressed in our Strategic Plan and our Creed.

Timeline:

To be completed by 31 March 2024 unless an alternative date is determined by the Working Group.

Financial Compensation for expenses incurred

Costs associated when representing RWNZ as a Review Group member may be covered subject to prior approval.