

NGĀ PAEARU MAHI / TERMS OF REFERENCE: MĀORI STANDING COMMITTEE



NGĀ MEMATANGA/MEMBERSHIP

Eight takiwā representatives – one representative per takiwā (takiwā boundaries are defined by Council), One Wairoa whānui representative (to represent Māori who whakapapa back to hapū/iwi outside of Wairoa), His Worship the Mayor, 2 councillors.

The takiwā and Wairoa whānui representatives' term of office will expire at the end of the year in which the triennial local body elections is held.

TE KŌRAMA/QUORUM

6 members – of which 5 must be takiwā/Wairoa whānui representatives, and 1 must be an elected member.

NGĀ WĀ HUI/MEETING FREQUENCY

Every 6 weeks and as required.

TE KAUPAPA/PURPOSE

To provide a Maori perspective to guide Council with its legislative responsibilities in the implementation of policies and work programmes to enable effective governance, engagement, and service delivery for all people within the district.

NGĀ KAWENGA/RESPONSIBILITIES

- Ensure that the work of the Committee is carried out in a way that enhances the social, economic, cultural, and environmental wellbeing of the Wairoa district
- To provide insight into strategic issues for Māori and the communities represented in the development of the Long Term Plan, the effectiveness of the District Plan and the delivery of the Annual Plan
- To provide advice on the District Plan review regarding provisions for wāhi tapu, papa kāinga, and other issues relevant to Māori

- To provide input to the development of the Long Term Plan and Annual Plan with particular reference to those issues of importance to Māori
- To advocate on behalf of Māori in the Wairoa district to support Council's objectives at a local, regional, and national level as appropriate
- Make submissions on Māori-related matters in conjunction with Council
- Investigate and report to Council on any issues that may have an implication for Māori as the Committee considers necessary
- To assist Council as appropriate in conducting and maintaining effective, good faith working relationships with the Māori community
- The Chair and one other representative will attend every scheduled ordinary, and extraordinary public meeting of full Council. These representatives will have speaking rights.
- Representatives to attend other committee meetings as indicated in the relevant terms of reference.
- Determine actions that Council should take to develop and enhance Māori capacity to contribute to Council's decision-making processes
- To provide strategic and appropriate tikanga guidance to the Council as requested

NGĀ TUKU MANA/DELEGATIONS

Create and delegate to any subcommittee any responsibilities that have been delegated by Council to the Committee, and to appoint members onto the subcommittee.

Make recommendations to the Chief Executive Officer on professional development opportunities which will enable members of the Māori Standing Committee to better contribute to its decision-making processes. The Chief Executive Officer will sign off on these in accordance with budget provisions.

All powers necessary to perform the Committee's responsibilities except:

- a. Powers that Council cannot lawfully delegate under the Local Government Act 2002
- b. Where the Committee's responsibility is limited to making a recommendation only
- c. Approval of expenditure
- d. The approval of final policy
- e. Deciding significant matters for which there is high public interest and which are controversial
- f. The commissioning of reports on new policy where that policy programme of work has not been approved by the Council

NGĀ TUKANGA/PROCEDURES

- Minutes are submitted to Council for receipt

- There will be an appropriate induction for new members of the Committee

TE KŌWHIRINGA SELECTION PROCESS

In local government election year, the Māori Standing Committee shall schedule district-wide hui for the selection process to decide the membership of the next Māori Standing Committee.

TAKIWĀ REPRESENTATIVES

The following table outlines the eight takiwā as defined by Council. The marae listed are those that Council will invite to the selection process for that takiwā – marae can choose not to participate in the process.

Takiwā name	Marae
Pāhauwera	Kahungunu Te Huki Waipapa-ā-iwi Kurahikakawa
Waikaremoana	Te Putere Te Kūhā Tārewa Te Waimako
Te Wairoa Hōpūpū	Pūtahi Pākōwhai Whetū Marama Aranui Arimawha Rangiahua Waipaoa
Te Wairoa Hōnengenen ge	Te Aka Matua Takitimu Waihirere Sir James Carrol Memorial Tawhiti-ā-Maru Ruataniwha Hinemihi Huramua
Te Wairoa Matangirau	Whaakira ngi Taihoa Te Poho o Tiakiwai Te Rauhina (Kihitu) Iwitea Whakakī

Rakaipaaka

Kahungunu
Manutai
Kotahitanga
Te Poho o Te
Rehu Tamakahu
Tānenuiārangi

Mahia Mai Tawhiti

Ruawharo
Māhanga
Te Rākatō
Kaiuku
Tuahuru
Apaapa-ā-rangi

Ruakituri

Erepeti
Pareroa
Te Reinga

Independent members of the Māori Standing Committee shall be determined at a series of district-wide hui-ā-takiwā within each takiwā, held after the triennial elections, whereby those present will endorse representatives to the Committee.

The hui-ā-takiwā and hui-ā-iwi processes will include the following:

- Confirmation of a meeting date and time (organised by the current takiwā representative with their respective marae) for the hui-ā-takiwā
- Presentation by Council staff on the selection process
- Council requires the following information from a nominated contact person for the takiwā following the selection process the takiwā runs:
 - Confirmation of any people nominated by the marae or nominations supported by the marae in the takiwā
 - Confirmation of a nominated person that the marae has voted for or any abstention from the process (person receiving the majority of votes are selected for that takiwā)
- A hui-ā-iwi is organised by Council once all of the selection information from the takiwā has been received
- The information from each takiwā is presented at the hui-ā-iwi to present all of the chosen representatives from each takiwā

If a takiwā position is not filled during the initial selection process or becomes vacant during the term of office then the Committee will run another selection process for that particular takiwā in order for the takiwā to decide who they would like to fill the seat.

The newly selected Māori Standing Committee members will be confirmed by Council at its next available ordinary meeting.

WAIROA WHĀNUI REPRESENTATIVE

The MSC has power to co-opt an iwi whanui representative by existing MSC members, supported by the Chief Executive Officer (or nominee) and His Worship the Mayor.

Co-option may be based on:

- Skills and knowledge of tikanga Māori and te reo Māori
- Access to existing networks for interacting with Māori who whakapapa back to hapū/iwi outside of Wairoa e.g. community groups, social media presence

REMOVAL OF TAKIWĀ REPRESENTATIVES

If a takiwā wish to remove their representative and replace them with another person then the majority of marae need to support this in order for Council to initiate an extraordinary selection process for the takiwā.

Council requires the following information from a nominated contact person for the takiwā following the selection process the takiwā runs:

- Confirmation of any people nominated by the marae or nominations supported by the marae in the takiwā
- Confirmation of a nominated person that the marae has voted for or any abstention from the process (person receiving the majority of votes are selected for that takiwā)

The newly selected Māori Standing Committee member will be confirmed by Council at its next available ordinary meeting.