AGENDA

Meeting to be held

TUESDAY 10 OCTOBER 2017
6.00pm

In the Manawatū District Council, Council Chambers,
135 Manchester Street, Feilding

Dr Richard Templer
Chief Executive
MEMBERSHIP

Chairperson

Councillor Alison Short

Deputy Chairperson

To be appointed

Members

Oriana Paewai – Aorangi Marae
Rose Tait – Kauwhata Marae
Maria Maraku-Harrison – Kotuku Marae
Piri-Hira Tukapua – Paranui Marae
Amiria Arapere – Parewahawaha Marae
Kipa Arapere – Poupataate Marae
Robyn Devonshire – Te Au
Wiremu Kingi Te Awe Awe – Te Rangimarie Marae
Manurere Devonshire – Taumata O Te Ra Marae
Atiria Reid – Te Hiiri Marae
Kathryn Knowles – Te Iwa Marae
Aroha Paranihi – Te Tikanga Marae
Her Worship the Mayor, Helen Worboys
Councillor Stuart Campbell
Councillor Alison Short
1. KARAKIA

2. APOLOGIES

3. DECLARATIONS OF CONFLICTS OF INTEREST
   Notification from members of:
   3.1 Any interests that may create a conflict with their role as a committee member relating to the items of business for this meeting; and
   3.2 Any interests in items in which they have a direct or indirect pecuniary interest as provided for in the Local Authorities (Members’ Interests) Act 1968

4. NOTIFICATION OF LATE ITEMS:
   Where an item is not on the agenda for a meeting, that item may be dealt with at that meeting if:
   4.1 The Committee by resolution so decides; and
   4.2 The Chairperson explains at the meeting at a time when it is open to the public the reason why the item is not on the agenda, and the reason why the discussion of the item cannot be delayed until a subsequent meeting.

5. CONFIRMATION OF MINUTES
   Draft resolution
   That the minutes of Ngā Manu Tāiko Manawatū District Council meeting held on 8 August 2017 be adopted as a true and correct record.

6. MATTERS ARISING FROM THE MINUTES

7. PRESENTATIONS
   7.1 Changes to Consenting Requirements of the Resource Management Act – Karel Boakes, MDC Regulatory Manager

8. REPORT BACK FROM TE KAUNIHERA WORKING GROUP

9. DISCUSSION POINTS
   9.1 Review of Representation / Maori Wards
   9.2 Letter from Ministry of Culture and Heritage re community events in 2018 to commemorate the signing of Te Tiriti o Waitangi
   9.3 Principal Adviser – Maori

10. OFFICER REPORTS
   10.1 DEVELOPMENT OF MAORI CAPACITY TO CONTRIBUTE TO DECISION-MAKING POLICY
       Report of the General Manager – Community and Strategy dated 12 September 2017

   10.2 2017-18 URUPA APPLICATIONS
       Report of the General Manager – Community and Strategy dated 11 September 2017
10.3 MEETING SCHEDULE FOR 2018

Report of the Acting General Manager – Community and Strategy dated 28 September 2017

11. ITEMS OF INTEREST

11.1 Manawatu Gorge Update

12. CONSIDERATION OF LATE ITEMS

13. CLOSING KARAKIA

14. MEETING CLOSURE
Minutes of a meeting of Ngā Manu Tāiko Manawatū District Council held on Tuesday 8 August 2017, commencing at 6.02pm in the Manawatū District Council Chambers, 135 Manchester Street, Feilding.

PRESENT: Councillor Alison Short (Chairperson)  
Oriana Paewai  
Amiria Arapere  
Kipa Arapere  
Jerald Twomey  
Robyn Devonshire  
Maria Maraku-Harrison  
Aroha Paranihi  
Her Worship the Mayor  
Councillor Stuart Campbell

APOLOGIES: Kathryn Knowles  
Manurere Devonshire  
Atiria Read  
Rosemary Tait  
Wiremu Te Awe Awe  
Trieste Te Awe Awe

IN ATTENDANCE: Councillor Hilary Humphrey  
Richard Templer  
Brent Limmer  
Cynthia Ward  
Lisa Thomas  
Janine Hawthorn  
Allie Dunn

NMT 17/064 OPENING KARAKIA

Kipa Arapere provided a karakia timatanga to open the meeting.

NMT 17/065 APOLOGIES

RESOLVED

That the apologies received from Kathryn Knowles, Manurere Devonshire, Atiria Read, Rosemary Tait, Wiremu Te Awe Awe and Trieste Te Awe Awe be accepted.

Moved by: Oriana Paewai  
Seconded by: Her Worship the Mayor

CARRIED

NMT 17/066 DECLARATIONS OF CONFLICTS OF INTEREST

There were no conflicts of interest to declare.
NMT 17/067 NOTIFICATION OF LATE ITEMS

There were no late items notified for consideration.

NMT 17/068 CONFIRMATION OF MINUTES

RESOLVED

That the minutes of Ngā Manu Tāiko Manawatū District Council meeting held on 13 June 2017 be adopted as a true and correct record.

Moved by: Kipa Arapere
Seconded by: Her Worship the Mayor
CARRIED

NMT 17/069 MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

NMT 17/070 PRESENTATION - PARA KORE INITIATIVE

Jacqui Forbes, National Manager of Para Kore Marae Inc, spoke about a workshop they held with Te Hiihi Marae in 2016 and their discussions about how the Para Kore initiative could be made available in this region.

She advised that Para Kore Marae made an application to the Government’s Waste Minimisation Fund for funding for 80% of the programme cost, with the remaining 20% to come from partners such as the Manawatu District Council. Their submission to Manawatu District Council for funding was successful, and should their application to the Waste Minimisation Fund also be successful then they will be able to recruit and train a person to provide the programme to Marae in this area.

She gave a presentation that in the first part provided a reminder that we are all part of the natural world and in the second part explained how the Para Kore programme works. She also played a video clip from the Poihakena Marae where the Para Kore Marae Champion explained how the system worked on their Marae.

She advised that if their application to the Waste Minimisation Fund was successful, the next step would be to prepare a project plan, leading to a Deed being signed. It is expected this would take to the end of December 2017, and they would then be able to advertise for a Coordinator to work in this area, with the position being filled by end of March 2018. She circulated information on the programme for members to take back to their Marae. She asked that committee members’ email addresses be shared with her so that she could keep members up to date with progress.

NMT 17/071 PRESENTATION - MARAE DEVELOPMENT – WHAT DO YOU NEED?

Rarite Mataki, of Te Puni Kokiri, spoke about his role at Te Puni Kokiri which was to talk about Maori resilience, especially in terms of civil defence and taking a lead role in those areas. He sought interest from members to work with them on opportunities for resourcing of marae, for example with civil defence preparedness equipment. He
spoke about being able to offer rangitahi development in civil defence preparedness and strengthening those capabilities, and potential resourcing that could be provided for example if a marae was to become a welfare centre in a civil defence emergency.

He was wanting to engage with marae at this early stage and was happy to visit each marae separately. He asked that any marae wishing to be involved contact him at Te Puni Kokiri.

Brent Limmer, General Manager Community and Strategy, gave an explanation of the system for managing civil defence in this area and the statutory responsibilities that Council had. He offered to extend invitations to marae to attend the Council’s welfare group meetings in the future.

NMT 17/072 PRESENTATION - LONG TERM PLAN 2018

Lisa Thomas, MDC Policy Adviser, gave a presentation on the Long Term Plan for 2018 to 2028 project. She advised that the Maori Capacity to Contribute to Decision making Policy would be brought to the next meeting of Nga Manu Taiko Manawatu District Council for review in October 2017. She sought indication from members of any other items of interest to Nga Manu Taiko Manawatu District Council that they would like included in the Long Term Plan.

NMT 17/073 PRESENTATION - REVIEW OF THE GAMBLING VENUES POLICY

_Her Worship the Mayor left the meeting at 7.25pm and returned at 7.27pm._

Lisa Thomas, MDC Policy Adviser, gave a presentation on the review of the Gambling Venues Policy. She advised that all mandated iwi within the Manawatu District would be sent information on the statement of proposal and draft policy, along with information on how to make submissions. Copies would also be emailed to members of Nga Manu Taiko Manawatu District Council.

NMT 17/074 REPORT BACK FROM TE KAUNIHERA WORKING GROUP

It was noted that no meeting of Te Kaunihera Working Group was held during July 2017.

NMT 17/075 DISCUSSION POINT REVIEW OF REPRESENTATION / MAORI WARDS

It was noted that Te Kaunihera Working Group would meet to discuss and would give feedback prior to the next meeting of Nga Manu Taiko scheduled for 10 October 2017. It was asked that members contact Allie Dunn, MDC Governance Team Leader, if there was any further information they would like to be sent on this matter.

_The meeting adjourned at 7.53pm and reconvened at 8.03pm_

NMT 17/076 DISCUSSION POINT MANAWATU GORGE CLOSURE AND SPEED LIMIT REVIEWS

Dr Richard Templer, MDC Chief Executive, gave a presentation on the closure of the Manawatu Gorge. He then updated members on speed limit reviews currently being undertaken in Himatangi Beach, Kawakawa Road and Awahuri-Feilding Road. He advised that consultation would be undertaken on the proposed changes, with the expected implementation of new speed limits by December 2017.
NMT 17/077 DISCUSSION POINT PRINCIPAL ADVISER – MAORI

Brent Limmer, General Manager Community and Strategy, gave an update on the new position of Principal Adviser – Maori. He advised that they had completed the job profile and were looking to advertise this position shortly. They would put together a panel for the interviews and sought a nominee from Nga Manu Taiko Manawatu District Council to be part of that committee. It was agreed that committee members would discuss this request and advise of a nominee. It was noted that the panel member would be involved in setting interview questions and agreeing the interview process. The panel needed to be set within the next two to three weeks. Suggestions for where the position could be advertised were sought, and it was agreed that the profile and advertisement would be forwarded to committee members.

NMT 17/078 ITEMS OF INTEREST

Changes to the Resource Management Act – Richard Templer, Chief Executive, noted that at the previous committee meeting the Senior Policy Planner Cynthia Ward had talked about changes made to the Resource Management Act that had put in provisions for Councils to develop new relationships with iwi. As part of taking the next steps, the Council would like to convene a meeting with iwi to talk through that process and what could be involved. An initial thought was that this could be done through Nga Manu Taiko but also inviting some other iwi in Manawatu to this meeting to formally commence the discussion process.

Urupa Funding - Maria Maraku-Harrison advised she was trying to organise a hui so that they could apply for Urupa funding. Members would meet with Maria to discuss.

NMT 17/079 CONSIDERATION OF LATE ITEMS

There were no items of late business for consideration.

NMT 17/080 CLOSING KARAKIA

Kipa Arapere provided a karakia whakamutunga to conclude the proceedings.

NMT 17/081 MEETING CLOSURE

The Chairperson closed the meeting at 8.42pm.

Approved and adopted as a true and correct record.
Representation Review - Establishment of Maori Ward

Purpose

To advise on provisions within the Local Electoral Act 2001 relating to the establishment of Maori Ward(s) and enable Nga Manu Taiko Manawatu District Council members to give consideration to how they would like to proceed with a review on whether or not there should be a Maori Ward in the Manawatu District for electoral purposes.

Significance of Decision

The Council’s Significance and Engagement policy is not triggered by matters discussed in this report.

Recommendations

That Nga Manu Taiko Manawatu District Council receives the report on the forthcoming Representation Review and the process for establishment of Maori Wards.

Report prepared by:
Allie Dunn
Governance Team Leader

Approved for submission by:
Shayne Harris
General Manager - Corporate and Regulatory
1 Contribution to the Council Vision and Council Outcomes

1.1 Relationship to the Council Outcomes that underpin the Council’s Vision:

Connected, vibrant and thriving Manawatu – the best rural lifestyle in New Zealand

| Manawatu District will improve the natural environment, stewarding the district in a practice aligned to the concept of kaitiakitanga. | The Manawatu will attract and retain residents. | Manawatu district develops a broad economic base from its solid foundation in the primary sector. | Manawatu and its people are connected via quality infrastructure and technology. | Manawatu’s built environment is safe, reliable and attractive. | Manawatu District Council is an agile and efficient organisation. | ✓ |

2 Background

2.1 Every six years Councils are required by the Local Electoral Act 2001 to undertake a review of the Council governance structure to ensure fair and effective representation for individuals and communities.

2.2 The Local Electoral Act 2001 also allows for the establishment of Maori Wards for election of Maori representatives to Councils.

2.3 The question of whether or not to establish Maori Wards was last considered by the then Marae Consultative Standing Committee, which is now known as Nga Manu Taiko Manawatu District Council, in 2010/2011 with the following resolution being made at the 8 April 2011 meeting:

“That a Working Party be established (involving all Marae Consultative Standing Committee members and those from the wider Maori Community) to consider how Maori contribute to decision making at Manawatu District Council. The Working Party will review the makeup, purpose and terms of reference of the Marae Consultative Standing Committee and provide input to the Manawatu District Council representation review by considering the usefulness of a Maori ward or wards for the purpose of achieving effective Maori contribution to decision making at Manawatu District Council.

The conclusions and recommendations of the Working Party will be reported back to the Council via the Marae Consultative Standing Committee.”

2.4 Following that, the Marae Consultative Standing Committee agreed at its 6 September 2011 meeting not to seek establishment of a Maori Ward for electoral purposes.

2.5 Before the Council begins the process of the Review of Representation, and consideration of whether or not this should include Maori Wards for electoral purposes, the Council would like the guidance of Nga Manu Taiko Manawatu District Council how they would like to proceed with a review on whether or not there should be a Maori Ward in the Manawatu District for electoral purposes.

3 Discussion and Options considered

3.1 The following diagram illustrates the decision making involved in considering whether or not to establish Maori Wards.
3.2 As illustrated above, there are four options for Council to consider once guidance has been received from Nga Manu Taiko on whether or not to establish Maori Wards:

- Council resolve to establish one or more Maori Wards;
- Council resolve not to establish one or more Maori Wards;
- Council resolve to hold a poll; or
- Do nothing.

3.3 These options are each discussed below.

**Option 1: Resolve to Establish One or More Maori Wards**

3.4 For any decision to establish Maori Wards to be in effect for the October 2019 local elections, the Council would need to ensure the deadlines set out in the Local Electoral Act.
2001 are adhered to. These deadlines involve a cut-off date for passing a resolution to establish Maori Wards, a closing date for Council to receive any demand to hold a poll, and a final date that any poll must be held by. These are shown in the following graph:

3.5 Should the Council decide to establish one or more Maori Wards for the Manawatu District, following guidance from Nga Manu Taiko, then information on options for the number of wards, the number of members, and the balance of representation for the General Wards would be considered by the Council in the development of its initial proposal in early 2018. Any decision to establish Maori Wards is required to be publicly notified and would be open to a demand for a poll to be held to countermand that resolution.

Option 2: Resolve NOT to Establish One or More Maori Wards

3.6 The deadlines outlined above for resolving to establish Maori Wards also applies to any decision NOT to establish seats for specific Maori representation. Such a decision would also need to be publicly notified and would be open to a demand for a poll to be held to countermand that resolution.

Option 3: Resolve to Hold a Poll

3.7 The third option open to Council is to resolve to hold a poll. This resolution may, but is not required to, specify the date on which the poll would be held. The Chief Executive would then be required to give notice to the Council’s Electoral Officer of the resolution to hold a poll. If no date for holding the poll is specified, then the poll must be held as soon as practicable. If the resolution does specify a date for holding the poll, it must be at an appropriate time that will enable the Electoral Officer to meet the requirements of Section 19ZF of the Local Electoral Act 2001 to hold the poll within 82 days of receiving the notice.

3.8 The estimated costs for holding a poll have not been investigated at this stage.

Option 4: Do Nothing

3.9 The fourth option open to Council is to simply do nothing. The Council would then need to wait until after 28 February 2018 in case a valid demand to hold a poll was received. If a valid demand to hold a poll is not received, then the Council would continue its representation review without including the option of a seat for Maori representation.

Requirements for a Valid Demand to Hold a Poll
The requirements for a valid demand are set out in section 19ZC of the Local Electoral Act 2001, and are summarised as follows:

- Must be made by notice in writing;
- Must be signed by 5% of electors of the Manawatu District – this would require at least 1,004 valid signatures;
- Each signatory must be on the Council’s electoral roll, whether published or unpublished, and also includes those enrolled as a ratepayer elector, plus those enrolled as a parliamentary elector and confirmed by the Registrar of Electors that the address at which they are registered is within the district of the Council;
- Every elector signing the demand must state, against their signature, their name and the address for which they are qualified as an elector of the Council.

The Chief Executive is required to give notice to the Council’s Electoral Officer of any valid demand to hold a poll as soon as practicable.

Should a valid demand to hold a poll not be received, for example the required number of valid signatures not provided, then the resolution made by the Council that resulted in the demand being generated (either to establish Maori Wards or to not establish Maori Wards) stands.

**Effect of Poll**

- If the result of a poll requires the division of the district into one or more Maori Wards, then the district must be divided into those wards for the next two triennial general elections of the Council, and any associated elections (for example elections to fill extraordinary vacancies).
- The district then remains divided into one or more Maori Wards for all subsequent triennial general elections, and other associated elections, until either a further resolution regarding disestablishment of Maori Wards, or the results of poll requiring disestablishment of Maori Wards, takes effect.

**4 Operational Implications**

- The Council has a contract with Electionz.com to provide the Council with electoral officer functions.

**5 Financial implications**

- The likely costs of any poll that may be required have not been explored at this stage, and have not been budgeted for.

**6 Statutory Requirements**

- Parts 19Z to 19ZG of the Local Electoral Act 2001 set out the requirements that Council must follow when consideration is being given to the establishment of one or more Maori Wards.
7 Delegations

7.1 The decision on whether or not to divide the district into Maori Wards for electoral purposes is a statutory responsibility of the Council.

8 Consultation

8.1 Any decisions to establish or not establish Maori Wards are subject to public notification, with the ability of electors to demand a poll to countermand any such decisions.

9 Cultural Considerations

9.1 Guidance is being sought from Nga Manu Taiko Manawatu District Council on how to proceed with this review.

10 Conclusion

10.1 In order for any proposed Maori Wards to come into effect for the 2019-22 triennium, a Council resolution to that effect must be made no later than 23 November 2017, and no valid demand received to hold a poll to countermand that resolution prior to 28 February 2018.

10.2 Should the Council resolve to establish Maori Wards, and no valid demand is received from electors to hold a poll, then that decision is final and remains in force for the next two triennia (i.e. 2019-22 and 2022-25) and after that a resolution to disestablish Maori Wards, or a poll to that effect is required.

10.3 Should the Council resolve to hold a poll on whether or not to establish Maori Wards, then that poll must be held as soon as practicable, and a specific timeline is set by the Local Electoral Act 2001 to hold that poll within. The outcome of that poll would be final and remain in force for the next two triennia.

10.4 If the Council resolves not to establish Maori Wards, or simply does nothing (i.e. pass no resolution on the question), then a demand for a poll of electors can also be made.

10.5 Finally the outcome of the establishment of Maori Wards, once a poll or a resolution to establish or not to establish Maori Wards for the 2019 elections takes effect, cannot be overturned through the representation review consultation process.

11 Attachments

- There are no attachments to this report.
1 September 2017

Mayor Helen Wörboys
Manawatu District Council
Private Bag 10001
Feilding 4743

Dear Mayor Worboys

I write to invite you to support events in your community in 2018 that commemorate the signing of the Treaty of Waitangi.

In 2018, the government's annual Commemorating Waitangi Day Fund will again support events that commemorate the signing of the Treaty and promote nation building and community building through wide community participation. Since 2015, the criteria of the Fund has extended to include events that may fall on the dates significant to the signing of the Treaty in your community or rohe.

In previous years, the Commemorating Waitangi Day Fund has supported community events throughout the country that help to build the connection between local and national Te Tiriti o Waitangi celebrations. I am always pleased to see events that reflect a partnership between iwi, marae, local government and community groups.

In 2018, I also hope to see events that are deepening and broadening the conversations about the Treaty of Waitangi and deepening understanding across communities. To be eligible for funding we also expect events to:

- promote nation building and community building;
- encourage wide community participation;
- promote a cultural experience; and
- take place on or near Waitangi Day (6 February), or
- take place on a day significant to the signing of the Treaty in a particular community or rohe (for example, the date on which an iwi signed the Treaty, or for iwi who did not sign the Treaty, the date they signed a final Deed of Settlement).

If you have any enquiries about the Fund, please contact the Heritage Operations team at Ministry on (04) 499 4229 ext. 590 or 315, or by email at info@waitangi.fund.govt.nz.

I hope you will be able to work across your community to ensure that the signing of the Treaty of Waitangi is appropriately marked.

Yours sincerely

Paul James
Chief Executive
Ministry for Culture and Heritage
Development of Māori Capacity to Contribute to Decision-Making Policy

Purpose
To review the current Development of Māori Capacity to Contribute to Decision-Making Policy and to recommend any change to Council.

Significance of Decision
The Council’s Significance and Engagement policy is not triggered by matters discussed in this report.

Recommendations
That Ngā Manu Taiko Manawatū District Council review the Development of Māori Capacity to Contribute to Decision-Making Policy and recommend to Council that the policy be amended to incorporate any changes identified by members.

Report prepared by:
Janine Hawthorn
Community Development Adviser

Approved for submission by:
Brent Limmer
General Manager - Community and Strategy
1 Contribution to the Council Vision and Council Outcomes

1.1 Relationship to the Council Outcomes that underpin the Council’s Vision:

*Connected, vibrant and thriving Manawatu – the best rural lifestyle in New Zealand*

<table>
<thead>
<tr>
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2 Background

2.1 The Manawatu District Council is required, under the Local Government Act 2002, to include in its Long Term Plan a Development of Māori Capacity to Contribute to Decision-Making Policy.

2.2 This policy in no way replaces Council’s statutory obligation to consult with Iwi Authorities under various legislation.

2.3 Council is currently preparing its 2018-28 Long Term Plan. As part of that preparation it is reviewing all the existing policies which includes the Development of Māori Capacity to Contribute to Decision-Making Policy.

2.4 Council is seeking feedback from Ngā Manu Tāiko Manawatū District Council on the existing policy before it is adopted for inclusion in the 2018-2028 Long Term Plan.

3 Discussion and Options considered

3.1 A copy of the current Development of Māori Capacity to Contribute to Decision-Making Policy is attached for members’ information.

3.2 The purpose of the policy is to establish, maintain and foster processes to provide opportunities for Māori to contribute to Council’s decision making processes.

3.3 This policy was last reviewed by Ngā Manu Tāiko at their December 2014 hui with the following changes being recommended to Council:

- Update the membership of the Committee to include the hapu of Ngati Te Au, Ngati Rakau (Motuiti Marae), and Ngati Turanga (Paranui Marae).

- Include a location map of Marae who have an interest in the Manawatu District.

- Include definitions from relevant legislation on tangata whenua and mana whenua.

3.4 The above changes were adopted by Council and incorporated in the final policy.
3.5 Since the last review in 2014, the Committee has had a name change which will need to be reflected within the policy from Marae Consultative Standing Committee to Ngā Manu Tāiko Manawatū District Council.

3.6 At the time of writing this report, Ngā Manu Tāiko is yet to make a recommendation on whether it would like Council to pursue the establishment of a separate Māori Ward for electoral purposes in the Manawatu District in accordance with the Local Electoral Act 2001.

3.7 This matter is to be further discussed and decided upon at the 10 October Ngā Manu Tāiko hui as pursuant to the Local Electoral Act 2001, Councils are required to consider the establishment of Māori Wards by 23 November two years prior to the next Local Government Election which is 2019.

3.8 Should Ngā Manu Tāiko Manawatū District Council wish Council to pursue the establishment of a Māori Ward for electoral purposes then any review of the Development of Māori Capacity to Contribute to Decision-Making Policy should be put on hold pending the outcome of that process.

4 Operational Implications

4.1 There are no capital/operating expenditure implications or maintenance costs associated with this paper.

5 Financial implications

5.1 There are no financial implications associated with this paper.

6 Statutory Requirements

6.1 Section 81 of Part 6 of the Local Government Act 2002 refers:

“Contributions to decision-making processes by Māori

(1) A local authority must—

a. establish and maintain processes to provide opportunities for Māori to contribute to the decision-making processes of the local authority; and

b. consider ways in which it may foster the development of Māori capacity to contribute to the decision-making processes of the local authority; and

c. provide relevant information to Māori for the purposes of paragraphs (a) and (b).

(2) A local authority, in exercising its responsibility to make judgments about the manner in which subsection (1) is to be complied with, must have regard to—

a. the role of the local authority, as set out in section 11; and
b. such other matters as the local authority considers on reasonable grounds to be relevant to those judgments.”

6.2 Section 8 of Schedule 10 of the Local Government Act 2002 refers:

“Development of Māori capacity to contribute to decision-making processes

A long-term plan must set out any steps that the local authority intends to take, having undertaken the consideration required by section 81(1)(b), to foster the development of Māori capacity to contribute to the decision-making processes of the local authority over the period covered by that plan.”

7 Delegations

7.1 Ngā Manu Tāiko Manawatū District Council do not have delegated authority to make a decision on this matter but can make a recommendation to Council.

8 Consultation

8.1 There are no consultation requirements in relation to this report. However, Council is required to consult with the public on its Long Term Plan which would include the Development of Māori Capacity to Contribute to Decision-Making Policy.

9 Cultural Considerations

9.1 As mentioned previously, the Development of Māori Capacity to Contribute to Decision-Making Policy does not replace Council’s statutory obligation to consult with Iwi Authorities under various legislation.

10 Conclusion

10.1 Depending on the outcome of Ngā Manu Tāiko’s discussions on the Māori Ward, will determine whether or not the Committee will be in a position to review the Development of Māori Capacity to Contribute to Decision-Making Policy at the 10 October hui.

10.2 The Committee may also like to consider the option of referring the review of the Development of Māori Capacity to Contribute to Decision-Making Policy to the next Te Kaunihera Working Group hui with a view to the Working Group bringing forward discussion points to the 12 December 2017 Ngā Manu Tāiko hui for consideration.

11 Attachments

• Development of Māori Capacity to Contribute to Decision-Making Policy
Manawatu District Council

Development of Maori Capacity to Contribute to Decision-Making Policy
Development of Maori Capacity to Contribute to Decision-Making

The Manawatu District is home to a number of Marae. In recognition of the important part they play within the community and because of a request from a Tangata Whenua Representatives Group, a Marae Consultative Standing Committee was established in 1998. Its principal purpose is to liaise between Council and local Tangata Whenua.

Membership of the Committee initially comprised one member from Aorangi, Kauwhata, Parewahawaha, Poupatate, Te Rangimarie, Taumata O Te Ra, Te Hiiri and Te Tikanga Marae, along with three elected members appointed by Council with the Chairperson being appointed by the Committee. The Marae of Kotuku and Te Iwa were added shortly after the Committee was established.

In May 2014, the Marae Consultative Standing Committee requested that Council give consideration to extending the membership of the Committee to include representation from the hapu of Ngati Te Au, Ngati Rakau (Motuiti Marae) and Ngati Turanga (Paranui Marae) as although they are located in the Horowhenua District, they have mana whenua status within the Manawatu District. This is a similar situation to Parewahawaha Marae which is located in the Rangitikei District but who have mana whenua status in the Manawatu District. Council accepted the Committee’s request and invited representation from the three suggested hapu. The hapu of Ngati Te Au and Ngati Turanga took up Council’s invitation and are now represented on the Marae Consultative Standing Committee.

A continuing focus for the Marae Consultative Standing Committee will be to ensure that all Maori of the district are represented, and are able to have a say in Council decision-making and that Council is liaising with the people who have mana whenua.

The Marae Consultative Standing Committee meets on a bi-monthly basis, with items of business reflecting the Council’s current activities and issues identified by committee members. The committee meetings provide a forum for regular communication and is one avenue for Tangata Whenua to have input into the council’s decision-making processes.

The Local Electoral Act 2001 provides for the establishment of Maori Ward(s). Consideration of the establishment of a Maori Ward in the Manawatu District is required to be done before 23 November, two years prior to the next election. The Marae Consultative Standing Committee has previously established a Maori Representation Working Party tasked with the purpose of providing input to the Manawatu District Council representation review by considering the usefulness of a Maori ward or wards for the purpose of achieving effective Maori contribution to decision making at Manawatu District Council.

The Working Party last met in 2011 and voted not to establish a Maori Ward at that time but will be revisited in the future.

The Marae Consultative Committee continues to represent the interests of Tangata Whenua – the people of the land, as well as those with mana whenua status within the Manawatu District and is inclusive of all Maori in our community.

This policy does not replace Council’s statutory obligation to consult with Iwi Authorities under legislation e.g. Resource Management Act.

Definitions

*mana whenua* means customary authority exercised by an iwi or hapu in an identified area.

*tangata whenua*, in relation to a particular area, means the iwi, or hapu that holds mana whenua over that area.
The District’s Marae location map is as follows:
Nga Manu Taiko Manawatu District Council

Meeting of 10 October 2017

Business Unit: Community and Strategy
Date Created: 11 September 2017

2017-18 Urupa Applications

Purpose

To present to Ngā Manu Tāiko Manawatū District Council for consideration the Urupa funding applications for the 2017/18 financial year.

Significance of Decision

The Council’s Significance and Engagement policy is not triggered by matters discussed in this report.

Recommendations

That Ngā Manu Tāiko Manawatū District Council considers the following applications for funding under the Private Cemetery/Urupa criteria and makes a recommendation to Council:

- Aorangi Urupa Management Committee
- Rongopai Urupa Committee
- Taumata o Te Ra Marae
- Te Tikanga Marae

Report prepared by:
Janine Hawthorn
Community Development Adviser

Approved for submission by:
Brent Limmer
General Manager - Community and Strategy
1 Contribution to the Council Vision and Council Outcomes

1.1 Relationship to the Council Outcomes that underpin the Council’s Vision:

*Connected, vibrant and thriving Manawatu – the best rural lifestyle in New Zealand*

<table>
<thead>
<tr>
<th>Manawatu District will improve the natural environment, stewarding the district in a practice aligned to the concept of kaitiakitanga.</th>
<th>The Manawatu will attract and retain residents.</th>
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<td>☑</td>
</tr>
</tbody>
</table>

2 Background

2.1 Letters were sent to all Marae and Urupā Committees on 1 August 2017 inviting them to apply to the Private Cemetery/Urupā Fund with applications closing on 25 August 2017.

2.2 Four applications were received by the closing date which are now presented to Ngā Manu Tāiko Manawatū District Council for their consideration.

3 Discussion and Options considered

3.1 The following four applications were received by the closing date:

- Aorangi Urupa Management Committee $2,054.00
- Rongopai Urupa Committee $453.90
- Taumata o Te Ra Marae $227.00
- Te Tikanga Marae $2,000.00

**Total $4,734.90**

3.2 Set out below for information is a list of funding recipients for the last 10 years:

<table>
<thead>
<tr>
<th>Year</th>
<th>Marae</th>
<th>Amount ($)</th>
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</thead>
<tbody>
<tr>
<td>2016/2017</td>
<td>Te Hiiri Marae Committee</td>
<td>1,695.00</td>
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<td></td>
<td>Rongopai Cemetery Committee</td>
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<td>2015/2016</td>
<td>Taumata O Te Rā Marae</td>
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<td></td>
<td>Hikungarara Whanau Trust</td>
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<td></td>
<td>Aorangi Urupa</td>
<td>2,160.00</td>
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<tr>
<td></td>
<td>Rongopai Cemetery Committee</td>
<td>300.00</td>
</tr>
<tr>
<td>Year</td>
<td>Marae</td>
<td>Amount ($)</td>
</tr>
<tr>
<td>-----------</td>
<td>----------------------------------------------------------------------</td>
<td>------------</td>
</tr>
<tr>
<td>2014/2015</td>
<td>• Te Tikanga Marae Reservation Trust</td>
<td>2,500.00</td>
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<td>• Te Tikanga Marae</td>
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<td>2013/2014</td>
<td>• Hikungarara Whanau Trust</td>
<td>800.00</td>
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<td></td>
<td>• Te Hiiri O Mahuta Marae</td>
<td>1,200.00</td>
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<tr>
<td>2012/2013</td>
<td>• Taumata O Te Ra Marae</td>
<td>240.00</td>
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<td></td>
<td>• Te Tikanga Marae Committee</td>
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<td></td>
<td>• Maungatauari Urupā Committee</td>
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<td></td>
<td>• Poupatate Marae Inc</td>
<td>3,277.42</td>
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<td>2011/2012</td>
<td>• Aorangi Urupā Maintenance Committee</td>
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<td>• Hikatoto Urupā</td>
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<td>2009/2010</td>
<td>• Te Tikanga Marae Committee</td>
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<tr>
<td></td>
<td>• Aorangi Urupā Committee</td>
<td>500.00</td>
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<tr>
<td></td>
<td>• Rongopai Cemetery Committee</td>
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<tr>
<td>2008/2009</td>
<td>• Rongopai Urupā Committee</td>
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<td></td>
<td>• Hikungarara Whanau Trust</td>
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<td>• Aorangi Urupā Committee</td>
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<tr>
<td>2006/2007</td>
<td>• Rongopai Urupā Committee</td>
<td>500.00</td>
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</tbody>
</table>

### 4 Operational Implications

4.1 There are no capital/operating expenditure implications or maintenance costs associated with this paper.
5 **Financial implications**

5.1 The amount of funding available for allocation for urupā applications is $8,644.50. Please note that this includes $3,144.50 which was unallocated and carried over from 2016/17 as per the Private Cemetery/Urupā Policy.

5.2 The amount of funding being requested for urupā for 2017/18 is $4,734.90 (incl GST).

6 **Statutory Requirements**

6.1 There are no statutory requirements relating to this paper.

7 **Delegations**

7.1 Ngā Manu Tāiko Manawatū District Council do not have delegated authority to make a decision on this matter.

8 **Consultation**

8.1 Letters were sent to all known Marae and Urupā Committees in the Manawatu District inviting applications for funding which also included a copy of the Private Cemetery/Urupā Policy.

9 **Cultural Considerations**

9.1 There are no cultural considerations to be taken into account for this paper.

10 **Conclusion**

10.1 The purpose of the Private Cemetery/Urupā policy (copy attached) is for funding to only be used for the maintenance of private cemeteries/urupā. Maintenance is broadly defined and includes such items as:

- Fencing
- Restoration of headstones
- Installation of beams
- Mowing, weeding or other similar maintenance
- Gravelling of tracks or paths
- Recording or registration of urupā/private cemeteries
- Other similar maintenance items

10.2 The four applications received meet the funding criteria.

11 **Attachments**

- Private Cemetery - Urupā Policy
- Aorangi Urupa Management Committee
- Rongopai Urupa Committee
• Taumata o Te Ra Marae
• Te Tikanga Marae
Private Cemetery/Urupa Policy

Original Policy: Marae Consultative Standing Committee – 8/8/00
Policy reviewed: Council - January 2009; Marae – December 2014

Policy

THAT Council adopt the following policy guidelines/criteria for uplifting funds for the upkeep of private cemetery/urupā:

Criteria for Application

These criteria apply to both private cemeteries and urupā:

- Eligibility
  Only existing urupā or private cemeteries within Manawatū District Council boundaries are eligible for funding assistance.

- Purpose
  The fund can only be used for the maintenance of private cemeteries/urupā. Maintenance is broadly defined and includes such items as:
  - Fencing
  - Restoration of headstones
  - Installation of beams
  - Mowing, weeding or other similar maintenance
  - Gravelling of tracks or paths
  - Recording or registration of urupā/private cemeteries
  - Other similar maintenance items

  Maintenance does not include the capital development of new or existing urupā, such as the development of roads, levelling of land or other similar items. Any application for funding associated with these items should be forwarded through the Manawatū District Council Annual Plan process.

- Application:

  Applications to the fund must include the following information:
  - Details of proposed work
  - Indicative costings, including one (1) quote
  - Amount being requested
  - Contact Details, including a phone number

  Applications should be forwarded to the Community Development Adviser, Manawatū District Council, Private Bag 10 001, Feilding 4743 by the date specified in the letter inviting applications.
• Funding Amounts:

A sum of $1,000 annually (out of the $6,500) would be initially tagged for private cemetery funding applications. If no applications were received from private cemeteries or they were not approved for funding, this amount would be applied against urupā applications. In addition, any leftover funding may be carried over to the following year.

Application Process

• Timeframes:

Applications to the fund close around the end of July each year. Urupa and private cemeteries are advised of the specific date (which varies slightly from year-to-year) when letters are sent out inviting applications. Applications will only be received once annually.

• Consideration:

- District urupā applications – these will be annually considered by the August meeting of Ngā Manu Tāiko Manawatū District Council or a subcommittee of Ngā Manu Tāiko Manawatū District Council. Where the amount requested exceeds the budgeted amount, members would be requested to prioritise projects according to need.
- Private cemetery applications – these will be considered by a meeting of the Community Funding Committee.

Recommendations from both committees would be forwarded to next scheduled Council meeting.

• Approvals:

Successful applications will be notified following the Council meeting. Work must be completed by the 30th June of the financial year in question.

On completion of the work, where grant monies had been paid out the applicant was required to forward to Council a certificate of completion detailing the work that had been completed and copies of receipts. Alternatively, if the grant had not been paid out, a tax invoice should be sent to the Manawatū District Council to ensure payment up to the approved grant.
Manawatu District Council, 
135 Manchester St, 
Private Bag 10 001 
Feilding 4743. 
12/08/2017 
Janine Hawthorn, 

Dear Janine, 

Re letter from you Ref 2/0426. 

Thank you for your reminder re Urupa grant application date. We wish to apply for a grant from the Urupa/Private Cemetery Fund, for the ongoing maintenance of the Aorangi urupa. The urupa is usually mowed fortnightly, depending on weather and grass growth. Costs associated with this is, 

Mowing of large areas- $54 a fortnight- cost per annum, $1404. 
Mowing between the graves- $25 a fortnight- cost per annum, $650 
Total cost of mowing- $2054. 

Other costs, such as trimming the hedges, maintenance of graves, is currently borne by families who have loved ones in the urupa. 

We wish to apply for the maximum grant allowed. Any contribution the District Council can make to these costs will be greatly appreciated. 

Contact details-, 

Aorangi Urupa Management Committee, 
Attn: Theo Kipa 
1163 Cameron’s Line, 
RD 5 Feilding 4775. 
phone- Theo Kipa 06 3234707

Yours sincerely, 

[Signature]

Aorangi Urupa Management Committee.
Janine Hawthorn  
Community Development Adviser  
Manawatu District Council  
Private Bag 10 001  
Feilding 4743

Dear Janine

URUPA/PRIVATE CEMETERY FUND 2017-2018

The Rongopai Cemetery (Urupa) Committee wishes to make an application to the 2017-2018 Urupa/Private Cemetery Fund.

This application is applied for the upkeep/maintenance of the Rongopai Cemetery (Urupa), Rongopai Road, Awahuri.

It would be of great assistance if we could receive funding towards the recent maintenance of the Ride on Lawnmower. We have just had to have the ride on lawnmower serviced. Without the mower not being maintained we would not be able to mow the vast area of the Rongopai Urupa. The ride on lawnmower is used solely for the purpose of mowing at the Urupa.

The amount of funding requested is $453.90. I have attached a copy of the tax invoices/receipts of the work that has been carried out.

$368.90 - Tax Invoice 210876 (12/7/17)/Receipt (21/7/17)  
$ 85.00 – Tax Invoice 212140 (24/8/17)/Deposit Receipt (24/8/17)  
$453.90 Total including GST

If you require further information please contact:  
Kathryn Knowles  
Phone: 06 356 8199 x 7151 Work or 06 323 7739 Home (evenings).

The Committee look forward to a favourable decision.

Yours faithfully

Kathryn Knowles  
Secretary/Treasurer
STIHL SHOP Palmerston North
711 Main Street
Terrace End
Palmerston North
Phone : 06 358 6275

Receipt

Rongopai Cemetery
C/O Catherine Knowels
124 Denbeigh
Feilding 00

Date : 21/07/2017
Reference :
Account : 802
GST No. 13 375 526

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</table>

Payment received by Direct Credit.
**STIHL SHOP™ Palmerston North**
711 Main Street  
Terrace End  
Palmerston North  
Phone: 06 358 6275  
Email: denise@stihlshoplms.co.nz  
Website:

**Tax Invoice 210876**

**Invoice To:**
Rongopai Cemetery  
C/O Catherine Knowels  
124 Denbeigh  
Feilding 00

**Job No:** 56515  
**Job Type:** GENERAL SERVICE  
**Machine Ref:** 3145  
**Machine Desc:** RTZ CUB CADET 42" MOWER

**Order No:**  
**Date:** 12/07/2017  
**Account:** 802  
**Shelf #:**  
**Served By:**

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<tr>
<td>ADJUSTED AND CHECKED BELTS</td>
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<tr>
<td>REPLACE N=BATTERY CONNECTION</td>
<td>1.00</td>
<td>10.00</td>
<td>10.00</td>
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<tr>
<td>SERVICED AIR FILTER</td>
<td>1.00</td>
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</table>

*"Love your land"*

Thankyou for your custom - we appreciate your Business  
PAYMENT FOR THIS ACCOUNT D/C 01 0755 0008318 00  
Please quote account number.

Freight: 0.00  
Rounding: 0.00  
GST Content: 48.12  
GST Inclusive: 368.90

Warranty: All of our work carries a 3 month warranty on work done & parts replaced. The warranty does not cover operator abuse or misuse or parts/work not charged for.  

Please note that this invoice is due for payment on or before the 20/08/2017  

34
ANZ
ANZ Bank New Zealand Ltd
PARKERSTON NORTH
Cnr SQUARE & BROADWAY AVENUE
PARKERSTON NORTH
Telephone 0800 265926

24/08/2017 14:17

DEPOSIT RECEIPT

Transaction No.: 0746T054768012074374
Card Number: 01-0755-0008318-00
Account Number: 212140
Account Type: BUSINESS CURRENT ACCOUNT
Serial Number: $85.00
Cash Amount: $0.00
Cheque Amount: $85.00
Total Deposit Amount: $85.00

www.anz.co.nz

C0074605
STIHL SHOP™ Palmerston North
711 Main Street
Terrace End
Palmerston North
Phone: 06 358 6275
Email: denise@stihlshoplms.co.nz
Website:

Invoice To:
Rongopai Cemetary
C/O Catherine Knowels
124 Denbeigh
Feilding 00

Order No: Date: 24/08/2017 Account: 802 Shelf #: Served By:

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</table>

Share/Like us on FACEBOOK and enter the DRAW for a STIHL Product

Thankyou for your custom - we appreciate your Business
PAYMENT FOR THIS ACCOUNT D/C 01 0755 0008318 00
Please quote account number.

Warranty: All of our work carries a 3 month warranty on work done & parts replaced. The warranty does not cover operator abuse or misuse or parts/work not charged for.

Freight 0.00
Rounding 0.00
GST Content 11.09

GST Inclusive 85.00

Please note that this invoice is due for payment on or before the 20/09/2017
Tena a koe Janine

Sorry I missed our last hui, but Jerald Twomey stood in for me. I am aware that the applications for Marae / Hapu Urupa grants is looming.

We have discussed this at our last hui and have decided to apply for a grant this year for the care and maintenance of our urupa at Tauamta o Te Ra marae.

(Wasn’t sure if there was a form to complete?)

For Mowing, Gardening and Maintenance costs

Taumata o Te Ra marae would like to apply for $227.00. (Two Hundred and twenty seven dollars.)

Nga mihi
Manurere Devonshire
TOTR Trustee.
Attachment 5

23 August 2017

Community Development Adviser
Manawatu District Council
Private Bag 10 001
Feilding 4743
Attn: Janine Hawthorn

Tēnā koe

Urupā funding application 2017 Te Tikanga Marae

Thank you for the opportunity to apply for funding through the above policy.

This letter is an application for Te Tikanga Marae to receive funding for the maintenance and upkeep of our urupā.

**Restoration and repair of damaged headstones** $1500

There are several old headstones that are broken and need replacement, repairing or reinforcing.

**Mowing and weeding to include petrol and mower maintenance** $500

Ongoing maintenance and repairs to lawn mower and tools

**Total** $2000

If there is any further information you require, please contact me.

Nāku noa na

Aroha Paranihi
Te Manu Taiko representative
Te Tikanga Marae
Phone: 029 9533199
Meeting Schedule for 2018

Purpose

To present for information the schedule of Ngā Manu Tāiko Manawatū District Council meetings arranged for 2018.

Significance of Decision

The Council’s Significance and Engagement policy is not triggered by matters discussed in this report.

Recommendations

That Ngā Manu Tāiko Manawatū District Council note its meetings scheduled for 2018 as follows:

- Tuesday 13 February 2018, 6.00pm
- Tuesday 10 April 2018, 6.00pm
- Tuesday 12 June 2018, 6.00pm
- Tuesday 14 August 2018, 6.00pm
- Tuesday 9 October 2018, 6.00pm
- Tuesday 11 December 2017, 6.00pm

Report prepared by:
Allie Dunn
Governance Team Leader

Approved for submission by:
Doug Tate
Acting General Manager - Community and Strategy
1 Contribution to the Council Vision and Council Outcomes

1.1 Relationship to the Council Outcomes that underpin the Council’s Vision:

*Connected, vibrant and thriving Manawatu – the best rural lifestyle in New Zealand*

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2 Background

2.1 At its meeting on 21 September 2017, the Council adopted a schedule of meetings for 2018.

2.2 The schedule includes meeting dates for Ngā Manu Tāiko Manawatū District Council, on the second Tuesday of every second month starting at 6.00pm. This is in accordance with the dates and times set in the Terms of Reference for this committee.

3 Discussion and Options considered

3.1 Any committee meetings of the Council must be called and conducted in accordance with the requirements set out in the Local Government Act 2002, Part VII of the Local Government Official Information and Meetings Act 1987, and the Standing Orders of the Council.

3.2 The Council is required to hold its meetings at the times and places that it appoints. The meetings have been scheduled to be held in the Manawatu District Council Chambers at this stage. However the meeting dates, times and venues can be amended if requested by the committee.

3.3 The dates scheduled for meetings of Ngā Manu Tāiko Manawatū District Council follow the same meeting night and time as previously followed for this committee.

4 Operational Implications

4.1 There are no capital / operating expenditure implications or maintenance costs associated with this paper.

5 Financial implications

5.1 The resource requirements are in accordance with existing budgetary allocation.

6 Statutory Requirements

6.1 Clause 19 of Schedule 7 of the Local Government Act 2002 sets out the provisions for calling meetings. The meeting schedule for 2017 is proposed for adoption in accordance with Clause 19(6) as follows:
“(6) If a local authority adopts a schedule of meetings,—

(a) the schedule—

(i) may cover any future period that the local authority considers appropriate; and

(ii) may be amended; and

(b) notification of the schedule or of any amendment to that schedule constitutes a notification of every meeting on the schedule or amendment.”

7 Delegations

7.1 The Council has the authority to adopt the schedule of meetings. A committee has the authority to call extraordinary meetings and to amend the dates scheduled for its meetings.

8 Consultation

8.1 The Council is required to give public notice of all Council and Committee meetings, to inform the public of upcoming meetings. The Council is also required to make available to the public, at least three days prior to each meeting, the agenda and associated reports that would be considered at the meeting. This is to enable members of the public to be informed about decisions that the Council proposes to make, to make their views known to Council members prior to the debate, and to request to speak during public forum at any Council meeting on matters of concern. Copies of the agendas and their associated reports are displayed in the Feilding Library, and at Council reception, at least three days prior to each meeting.

8.2 To enhance the community's ability to access the Council's meeting records, the agendas, reports and minutes are also published on the Council's website.

9 Cultural Considerations

9.1 There are no cultural considerations to be taken into account.

10 Conclusion

10.1 The schedule of meetings for Ngā Manu Tāiko Manawatū District Council has been adopted by Council in accordance with the meeting dates and times set in the Terms of Reference for the committee. The meeting dates for 2018 are set out in this report for members’ information and noting.

11 Attachments

- There are no attachments.