



DESIGN | Local
Elections
2022
the Future



Elected Members Recruitment Pack







Make your mark on MANAWATŪ

Kia ora and thank you for your interest in becoming a Manawatū elected member.

At Manawatū District Council, we're committed to providing a community to be proud of. Now more than ever, our communities need passionate and empathetic representatives to champion positive change so everyone can thrive.

Becoming a Councillor is a big responsibility – you have the power to significantly shape the future direction of our District. Candidates need to be visionary, have excellent strategic thinking skills and the ability to make decisions now which will benefit the long-term wellbeing of our communities.

Being an elected member is a challenging, yet highly rewarding experience. Councillors have a critical role to play in supporting the resilience and prosperity of all our people, whānau and communities.

Deciding to stand for election is a big decision, so this guide will help you gain a greater understanding of what it means to be an elected member, what you can expect from the role and guide you through the process of standing for election.

Mō te Kāwanatanga ā-rohe

About Local Government:

Local government is how communities make democratic decisions about how their towns, cities and regions work and how they will develop.

The Local Government Act 2002 provides Councils with a broad purpose, which is to:

- Enable democratic local decision-making and action, by and on behalf of communities,
- To promote the social, economic, environmental and cultural wellbeing of communities in the present and for the future

If you're elected as a Manawatū District Councillor, you'll be responsible for representing your community and for the governance of your community; two concepts which are at the heart of local government.

Representation:

Representation is to speak on behalf of individuals and organisations in your community, including those who did not vote for you. Representation means to act in the best interests of the area, making decisions that consider the wider context and the needs of both current and future generations.

Governance:

Good governance balances short term and long term responsibilities, and the stewardship of our organisation, as well as the knowledge of external opportunities and challenges. It can help Council:

- Improve performance
- Have a defined vision for the future of Council and the communities we represent
- Take a big picture view, separable from operations
- Ensure there is accountability and oversight of operations
- Manage risk
- Find the right balance between making short term gains and building long-term stability

For elected members, it includes the development of long-term plans and strategies, policy making, allocating resources and reviewing Council performance.

Another key responsibility of elected members is to uphold the principles of Te Tiriti o Waitangi.

To be effective and truly represent the needs of our entire community, Council must collaborate and partner with many community-based organisations and providers. There are provisions in the Act that relate specifically to Māori, to give effect to Te Tiriti o Waitangi obligations centred on partnership and to acknowledge the indigenous authority of iwi and hapū as mana whenua.

About Manawatū District Council

Manawatū District Council covers a rohe of 250,000 hectares, home to just over 32,000 people. The responsibilities of our district council include:

- Infrastructure services such as 'three waters' – waste water, storm water and drinking water and roading
- Town planning and resource management
- Local regulatory services such as building consenting, dog control and liquor licencing
- Developing and maintaining parks, recreation and cultural facilities
- Civil defence and emergency management
- Economic development and tourism promotion
- Supporting and promoting the arts and culture of our rohe

We are a mix of metro and rural communities – with over half our population living in Feilding. Our rural communities include areas such as Pōhangina, Āpiti and Tangimoana, and we also host New Zealand's largest Air Force base at Ōhakea.

We really are a district to suit all ages and stages. We currently have the largest number of school children we've ever had – over 5,000 at last count so it's important that we are putting in the foundations to build a community fit for their futures. Our older population is also growing, with a fifth of our population projected to be over 65 by 2050 so we need to ensure our district can cater to and support an ageing population.

Manawatū District Council's strategies for the future development of our district need to encompass the needs of all people in our district – whether that be young families, business owners, retirees, students, first-time home buyers or visitors to our region. Our work ensures the Manawatū is a welcoming and supportive environment in which to be.





Why stand for election?

Community voices

Local government enables individuals, whānau and communities, through their elected representatives, to make decisions about the way their district works today and for the future.

Our rohe is diverse and unique, made up of different people and cultures, natural and built environments, resources and businesses. Each community has different issues and aspirations, so local voices must be the source of local solutions.

What challenges is our District facing?

Our society is changing, driven by both local and global trends, and its forcing change on our people. Change, by its very nature can be unsettling for people, so we need strong resilient Councillors to help us navigate through periods of uncertainty.

There are certainly a number of issues and challenges facing Council over the next three years including a number of local government reforms, climate change and economic growth in a post-COVID world.

Person specification

You might not feel you have the skills needed to be an elected member, but before you decide not to stand, think about your transferable skills. These are skills that you may have used in previous jobs, roles or industries that are useful in a range of other roles and spaces.

Here are some of the skills and experience that are useful to have at the Council table:

- Leadership
- People management
- Effective communication
- Community engagement
- Time management
- Prioritisation
- Delegation
- Project coordination
- Planning
- Problem solving

Councillors can support and complement each other, as issues are discussed and debated, and decisions are made, so you don't need to have all these skills. However, as a general rule Councillors will need to draw on all the following skills:

Skill set	What success looks like
Leadership, communication and relationship management:	<p>Providing direction and making things happen to achieve the Council's vision and outcomes with an emphasis on strategic priorities</p> <hr/> <p>Building productive, collaborative and supportive relationships to create and deliver the council's vision and outcomes</p> <hr/> <p>Being a clear and confident communicator, representing and promoting the Council in a genuine and unified light and avoiding risks to Council's reputation including with media</p>
Strategic thinking and quality decision making	<p>Understanding local priorities and how they relate to national and international developments and strategies</p> <hr/> <p>Understanding the national and local political environment and the respective roles of governance and management</p> <hr/> <p>Being able to get to the bottom of issues and assessing the pros and cons of different options</p> <hr/> <p>Making decisions based on advice, community views, wisdom, experience and informed judgement</p> <hr/> <p>Being financially prudent and having an eye for risk</p>

Understanding of complex, technical information

Being able to unpack large volumes of information and use that information to guide decision making

Understanding the role of the Council and its financial language, budgets and processes

Understanding and complying with relevant legislation

Behavioural competencies

To be effective in representing your community, support good governance and in honouring Te Tiriti o Waitangi, the following behaviours are critical:

Be open and sincere:

It is critical that we maintain public trust in the integrity of the democratic process. Elected members must be proactive in their engagement with others and sharing publicly available information about Council decisions and activities. They must take ownership and responsibility for their actions and not misrepresent themselves or others for personal gain.

Be impartial:

Elected members must act in the best interests of their community and declare any interests that could be perceived as a conflict to being impartial.

Be positive and respectful:

Elected members should model positive and collaborative values and behaviours, and discourage unethical behaviours. They need to argue the issue and facts under discussion and never attack the competence or personality of others. You must be able to work respectfully with Council staff and other partners, and value their roles, advice and contribution.

Be responsible:

Elected members should work to promote ideas or actions they believe are in the public good across a range of considerations, both ethical and financial. Elected members should be prepared to defend their decisions in the long term interests of the whole community.

Be culturally aware:

Elected members need to be capable of understanding and empathising with all cultures and aspirations. This includes working to understand the impact of decisions on diverse communities and cultures. This also means familiarising yourself with tikanga Māori, partnering with Māori and honouring the council's responsibilities under Te Tiriti o Waitangi.

Act in the public interest:

Elected members must consider the interests of the whole community to reflect the wishes of most, rather than a sole group or special interest faction. This means you will need to always listen carefully to all advice and views, and weigh up all the pros and cons before making decisions or recommendations.

The benefits of becoming a Councillor in the Manawatū District

Hours of work and remuneration

Becoming a Councillor or Mayor is a big commitment – many Mayors operate on a full time basis, and Councillors can spend on average 20 hours per week or more serving their communities.

In order to support anyone within our communities to stand for election, both Councillors and Mayors are paid roles and the salaries are set by the Remuneration Authority. As an elected member you cannot decline your salary. There is no superannuation programme and remuneration cannot include any contribution to a Kiwisaver scheme.

For the period 1 July 2022 to 30 June 2023 the salaries are:

Mayor's Salary **\$132,068**

Minimum Councillor Salary **\$33,403**

There is also an Allowance and Expense Reimbursement Policy.

As an elected member you will be classified as self-employed. You will need to pay Accident Compensation Corporation (ACC) levies from your own income as well as manage your own taxes via the Inland Revenue Department (IRD).



Training and professional development

As well as serving your communities, becoming a Councillor brings many personal benefits as you hone and develop new and existing skills.

Manawatū District Council [or 'Our Council'] supports our elected members into the role via a formal induction programme, and ongoing professional development opportunities.

If you're a new councillor, we'll pair you up with a returning councillor to help you learn the ropes.

There are many opportunities for further developing your skill set during your tenure as an elected member, covering areas like:

- governance,
- strategic thinking,
- te ao Māori (learning about the Māori worldview),
- community leadership,
- the Resource Management Act,
- chairing meetings,
- reading techniques,
- health and safety,
- audit and risk, and
- economic development.

You'll also have access to a small allocation of personal development funding to use in an area specific to your interests, that is related to the elected member role.





Next steps

If you're inspired to join us as an elected member of Manawatū District Council then the next step is to be nominated.

Candidate nominations are **open from 15 July 2022 until 12 August 2022 at 12 noon.**

The nomination process involves:

- Completing of an official nomination form and sending to the council's electoral officer.
- Nominations from two people. Candidates cannot nominate themselves, and people who nominate candidates must be over 18 years old and enrolled to vote in the area the candidate is planning to stand.
- Candidates must consent to their nomination going forward.
- A \$200 deposit must be paid, which may be refunded depending on election results.
- Candidates must be New Zealand citizens.

More information and supporting documents for the nominations process will be available on our website once the nomination period opens.



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