

MĀORI POLICY

DATE ADOPTED: 9 MAY 2017



TE WAIROA
WAIROA DISTRICT

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| PERSON RESPONSIBLE: | Māori Relationships Manager | COMMITTEE RESPONSIBLE: | Māori Standing Committee |
| CATEGORY: | Economic Development & Engagement | STATUS: | Final |
| DATE REVISED POLICY ADOPTED: | 9 May 2017 | APPROVAL BY: | Council |
| REVIEW PERIOD: | 3 Years and As required | NEXT REVIEW DUE BY: | 2020 |
| DATE PREVIOUSLY ADOPTED: | 13 November 2012 | REVISION NUMBER: | 2 |

TE WAIROA HŌPŪPŪ HŌNGENGENE MATANGIRAU TE WAIROA TĀPOKO RAU

This policy does not prevent any individual, whānau, hapū or iwi from dealing directly with the Council concerning any issue that may affect them.

1. STATEMENT OF INTENT

1.1 CONTEXT

The Wairoa District has the highest proportion of Māori of any local authority area in the country – approximately 59%¹ of the district's 7890 people.

Section 81 of the Local Government Act 2002 requires Council to:

- (a) *establish and maintain processes to provide opportunities for Māori to contribute to the decision-making processes of [Council]; and*
- (b) *consider ways in which it may foster the development of Māori capacity to contribute to the decision-making processes of [Council], and*
- (c) *provide relevant information to Māori for the purposes of paragraphs (a) and (b).*

This gives Wairoa District Council the ability to facilitate enhanced opportunities for Māori to contribute to Council's decision-making processes.

The Māori policy outlines the collaborative approach of Council's decision-making processes that is within the spirit of Te Tiriti o Waitangi².

1.2 SCOPE

This policy provides a foundation for establishing processes that provide for tangata whenua to contribute to Council's decision-making responsibilities.

1.3 DEFINITIONS

- **Council** refers to Wairoa District Council – elected representatives and staff.
- **District** refers to the territorial authority area of the Wairoa District Council.
- **Tangata whenua** refers to whānau, hapū, and iwi who whakapapa to whenua in the Wairoa district and is inclusive of Māori organisations and taura here who have chosen to live in the district and be a part of the wider Māori community.
- **Takiwā** refers to ward areas for the purpose of having a set number of areas and therefore independent members as representatives on the Māori Standing Committee
- **Māori Standing Committee Member** refers to members selected by their takiwā, each of whom bears an obligation to faithfully represent the views of their takiwā and, collectively as a committee, the interests of all Māori in the district.

1.4 PURPOSE

The purpose of this policy is to:

- provide a framework for relationships between tangata whenua and Wairoa District Council to achieve mutually beneficial outcomes for the community of Wairoa
- ensure the provision of processes and procedures that facilitate effective communication between tangata whenua and Wairoa District Council
- enable Māori views to be incorporated into local government decision making, policies and procedures
- Promote and facilitate Māori participation in Council activities.

2. WORKING TOGETHER

The following principles underpin **how** Council will interact and work with tangata whenua. The Chief Executive Officer and senior managers (Corporate Services, Finance, Engineering, Operations and Economic Development & Engagement) are responsible for ensuring that the day-to-day operations of Council are carried out in accordance with these principles.

i. Tika

A shared commitment to “do the right thing” – morally and ethically – by making certain that everyone is treated with equal respect and fairness.

ii. Pono

A shared commitment to ensure informed decision-making is underpinned by, and made with, honesty, integrity and good faith.

iii. Manaakitanga

The mutual elevation of *mana* in encounters and when engaged in discourse as a means of seeking shared understanding based on the spirit of respect and dignity.

iv. Rangatiratanga

The duty of Council to accept and support tangata whenua in fulfilling their role as mana whenua over lands, resources and other taonga tuku iho within the local authority boundaries.

v. Kaitiakitanga

The duty of Council to recognise and support tangata whenua in fulfilling their duty as kaitiaki of air, land, water and all other taonga tuku iho.

vi. Whakapapa

Mutual acknowledgement that Council and tangata whenua share a common history in their duty of care for the area that is defined as the Wairoa district.

vii. Kete Mātauranga

Council recognises that tangata whenua have an embodied set of expertise and skills in providing a Māori world view.

viii. Kawenga

Council and tangata whenua share a strong sense of responsibility and reciprocal obligation toward taonga, as all taonga are inter-related, inter-connected and inter-dependent.

ix. Tiriti o Waitangi

Tiriti o Waitangi is the founding document of New Zealand. Council accepts the great importance of this living, dynamic document, and is committed to upholding the spirit of Tiriti o Waitangi/Treaty of Waitangi principles.

x. Kotahitanga

Mutual respect of the unity of all things tangible and intangible.

xi. Whai Mōhiotanga

Mutual acceptance by Council of the importance of whai within the rohe in offering cultural knowledge, expertise, guidance and advice.

xii. Te Reo Māori

Council encourages, supports and promotes the use of te Reo Māori in the district.

3. REPRESENTATION

Representation refers to the mechanisms which provide for individuals and groups authorised to speak for tangata whenua to participate in Council decision-making processes. Tangata whenua representation can be undertaken through a variety of mechanisms. These mechanisms take into account all of the Principles of Working Together and the diversity of tangata whenua in the district.

3.1 TANGATA WHENUA PROVISION IN STANDING ORDERS OF COUNCIL

Section 29 of the Council's standing orders outlines 'Additional provisions for tangata whenua'. This section outlines the process for tangata whenua representatives in attending and speaking at meetings as part of their representation roles. These provisions are in addition to members of the public being able to speak/attend Council meetings as outlined in Section 14 (Public Forums) and Section 11.1 of standing orders (Meetings open to the public). These provisions apply at Council and committee meetings (including the Māori Standing Committee) as defined on pg 14 of the Council's standing orders.

3.2 MĀORI STANDING COMMITTEE

The Māori Standing Committee is a committee of the Council. The Māori Standing Committee acts as a check and balance on Council processes, especially on those matters requiring a Māori perspective, as well as an advisory body for Council on matters requiring a Māori perspective. This includes the development and revision of Council policies and strategies. Tangata whenua can take issues to their takiwā representative or the Māori Standing Committee, who can then advocate for the tangata whenua to Council or to other bodies (if appropriate). Recommendations from the Māori Standing Committee will be communicated through a report from the Chair and will be given due consideration by the Council when making decisions that directly impact on Māori and on all matters that require the perspective of te Ao Māori. All members of the Māori Standing Committee shall adhere to the Wairoa District Council Code of Conduct, which sets out the standards of behaviour expected from committee members in the exercise of their duties.

4. SIGNIFICANCE & ENGAGEMENT

The Council's Significance and Engagement Policy lets both Council and the communities identify the degree of significance attached to particular decisions, to understand when the community can expect to be engaged in Council's decision making processes, and know how this engagement is likely to take place. This provides Council with a tool that clearly guides the assessment of significance during decision-making and provides direction on the consideration of community views and the level of community engagement that might be desirable to enable Council to develop a clearer understanding of community views and preferences on an issue or proposal. This policy includes a specific section about 'Engagement with Māori'.

5. ADVOCACY

There are a number of decision-making processes that lie outside the scope of Council and are undertaken at a regional or national level.

It is expected that interaction and advocacy with external agencies on behalf of Council either by Councillors or Māori Standing Committee members would be with the full knowledge of Council. This does not prevent individuals (whether on the Māori Standing Committee or Council) from advocating on behalf of their own hapū or group, as long as there is a declaration that they are not acting on behalf of Council.

An important role for the Māori Standing Committee is as an advocate for tangata whenua perspectives and issues to local, regional and national bodies.

6. PAKEKE

There are occasions where it will be appropriate for Council-run activities to have Pakeke in attendance – for pōwhiri/pōhiri, tangihanga, hui. This is particularly important in giving due respect to tikanga, where a whaikōrero/karanga/karakia is appropriate.

7. KAITAKAWAENGA MĀORI – MĀORI RELATIONSHIPS MANAGER

Underpinning Council's commitment to the effective facilitation of Māori in decision making is the provision of dedicated staff and other resources. The aim of this is to increase Māori influence in the Council and foster greater understanding of Māori issues.

The position of Kaitakawaenga Māori/Māori Relationships Manager, has been established by Council as a means of facilitating and enhancing Māori involvement in decision making. The purpose of the position is to provide advice to, and liaise with, Council and its Committees, Council staff and the community in respect to their relationship with, and impact on, tangata whenua.

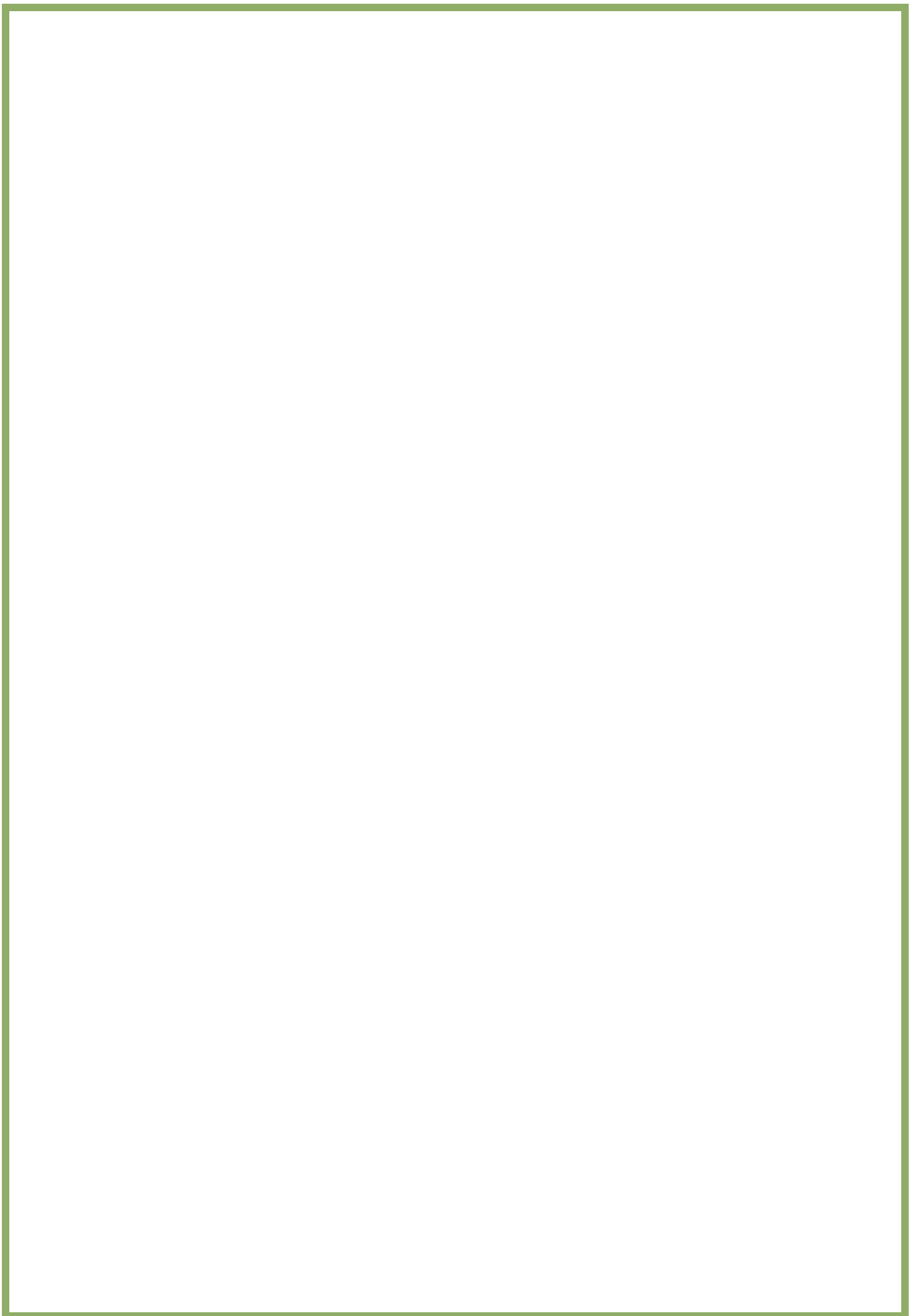
8. MONITORING & REVIEW

This policy will be monitored on an annual basis and an informal review will be undertaken each year by the Māori Standing Committee to assess its relevance and effectiveness.

A formal review of this policy will be undertaken at least every three years.

GLOSSARY OF MĀORI TERMS

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| <i>ahi kaa</i> | The continuous unbroken occupation of land by whānau, hapū or iwi over successive generations. |
| <i>hapū</i> | Sub-tribe |
| <i>hui</i> | Gathering / meeting |
| <i>iwi</i> | Tribe |
| <i>kaitiaki</i> | Whānau, hapū or iwi given the responsibility to care, maintain, manage and protect taonga tuku iho (tangible and intangible) within their territorial domain. |
| <i>Karakia</i> | Incantation, prayer, affirmation |
| <i>karakia (whakanoa)</i> | Prayer to remove tapu |
| <i>karanga</i> | Ceremonial calling of visitors |
| <i>kawa</i> | The specific protocols and processes that particular hapū or iwi engage to formalise encounters with others. Kawa varies amongst hapū and iwi, however the kawa of the hosts will take precedence and will govern proceedings |
| <i>kawenga</i> | Duties incumbent on someone to fulfill responsibilities |
| <i>manaakitanga</i> | The expression and responsibility inherent to the mana of encounter or engagement as in the reciprocal relationships between host and visitor |
| <i>mana whenua</i> | The acknowledged authority, that a particular whānau, hapū or iwi has over a particular area. This authority affords whānau, hapū and iwi rights as kaitiaki and obligations to manaaki. It also infers the obligation of other groups to negotiate or consult for access rights to land and resources |
| <i>pōwhiri/pōhiri</i> | Ritual of encounter |
| <i>tangihanga</i> | Grieving ritual/process |
| <i>taonga</i> | Tangible resources or treasures |
| <i>taonga tuku iho</i> | Intangible resources or treasures that are important to the cultural heritage of tangata whenua, taura here, and the wider community |
| <i>tapu</i> | Sacred restriction |
| <i>taura here</i> | The association of Māori individuals or groups who join together to fulfil a common purpose or goal, that share similar aspirations and who live outside their tribal area |
| <i>wāhi tapu</i> | Sacred place |
| <i>whaikōrero</i> | Oratory |
| <i>whakapapa</i> | Relates to the genealogy, not only of people but all things. It is the relationships to and between all elements, tangible and intangible, such as matter and energy, the universe, the gods, people, mokopuna and other forms of life |
| <i>whenu</i> | Land |



APPENDIX 1: MĀORI STANDING COMMITTEE TERMS OF REFERENCE

1. STATUS

The Māori Standing Committee is a committee of Council under clause 30(1)(a) and (2) of Schedule 7 of the Local Government Act 2002.

2. PURPOSE

The purpose of the Māori Standing Committee is to:

- Advocate on behalf of tangata whenua to local, regional and national bodies as appropriate
- Consider governance issues relating to Council obligations to tangata whenua
- Investigate and report to the Council on any issues that the Māori Standing Committee considers necessary that may have an implication for tangata whenua.

3. MEMBERSHIP

Māori Standing Committee members' term of office shall expire at the end of the year in which the triennial local body elections are held.

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

Eight (8) takiwā representatives – one (1) representative per takiwā, The takiwā is defined by Council).

One (1) Wairoa Whānui representative to represent Māori who whakapapa back to hapū/iwi outside of Wairoa

The Māori Standing Committee shall consist of:

- nine (9) independent members (with a minimum of seven (7) members)
- His/Her Worship the Mayor as ex-officio
- two (2) Councillors – to be nominated by the Māori Standing Committee and confirmed by Council.

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 Chairperson and Deputy Chairperson of the committee will be chosen via one of two methods:

- appointment by the Mayor using the powers under the Local Government Act;
- or,
- selection in accordance with standing orders at the inaugural meeting.

4. RESPONSIBILITIES

The Māori Standing Committee shall nominate two (2) members, of whom one will be Chair, to attend every scheduled ordinary, and extraordinary public meeting of full Council. These representatives will have speaking rights.

The Māori Standing Committee shall nominate members as representatives at committees as indicated in the terms of reference of these committees.

There is an expectation that members will make every effort to attend all Māori Standing Committee meetings.

The unconfirmed/confirmed minutes and all recommendations made by the Committee will be included in the next ordinary Council meeting agenda.

The Māori Standing Committee has full responsibility to make decisions regarding the expenditure of its budget.

5. DELEGATED AUTHORITIES

The Māori Standing Committee has the authority to:

- delegate to any subcommittee of the Māori Standing Committee any authorities that have been delegated by Council to the committee and to appoint members
- make recommendations to Council on all governance issues relating to the statutory functions, powers and duties within its terms of reference
- make recommendations to the CEO on professional development opportunities which will enable members of the Māori Standing Committee to better contribute to its decision-making processes. The CEO will sign off on these in accordance with budget provisions.

- review and determine how the steps that Council will take to develop Māori capacity to contribute to decision-making processes should be described, planned and monitored in the draft and final Council Long-term Plan
- make submissions on Māori-related matters in conjunction with Council.

6. MEETINGS

The Māori Standing Committee shall hold all meetings at such frequency, times and place(s) as agreed for the performance of the functions, duties and powers delegated under the Terms of Reference.

7. QUORUM

As per Standing Order 10.2:

- (a) A Council sets the quorum for its committees and subcommittees, either by resolution or by stating the quorum in the terms of reference.

In accordance with Standing Order 10.2, the quorum for the Māori Standing Committee will be six (6) members, of which five (5) must be independent members (takiwā or Wairoa Whānui representatives) and at least one (1) must be an elected WDC member.

8. ELECTION YEAR TRANSITION

In a 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 by the end of November.

The incoming Māori Standing Committee members shall be confirmed by the newly elected Council at its next available ordinary meeting.

The incumbent Māori Standing Committee shall remain in office until the succeeding Māori Standing Committee are confirmed by the newly elected Council.

A robust induction process will be in place for all incoming members of the Wairoa District Council's Māori Standing Committee.

9. BUDGET

The Māori Standing Committee shall be responsible for its own budget as set through the Annual Plan process.

Members of the Committee are allocated a budget for the financial year ending 30 June – the budget shall cover the following items:

- fair remuneration for Committee duties undertaken on behalf of the Council
- travel allowance for members attending Committee meetings
- the commission of expertise for advice, training and workshops
- administration expenses including (but not limited to): materials, venue hire, catering.

10. SERVICING

The Māori Relationships Manager will be the primary contact for the Māori Standing Committee.