



# **Agenda**

## **Te Raangai Whakakaupapa Koorero (Māori Relations Committee) Meeting**

**Thursday 9 November 2023  
at 3:00pm**

All attendees at this meeting are advised that the meeting will be electronically recorded (audio and video) for the purpose of webcasting to the Council 's website. Every care will be taken to maintain individuals' privacy; however, attendees are advised they may be recorded as part of the general meeting proceedings.

## NOTICE OF MEETING


A MEETING OF THE WAITOMO DISTRICT COUNCIL TE RAANGAI WHAKAKAUPAPA KOORERO (MĀORI RELATIONS COMMITTEE) IS TO BE HELD IN THE COUNCIL CHAMBERS, QUEEN STREET, TE KUITI ON THURSDAY 9 NOVEMBER 2023 COMMENCING AT 3.00PM

### COMMITTEE MEMBERS

Cr Eady Manawaiti (Chairperson)

Mayor John Robertson

Cr Dan Tasker



MICHELLE HIGGLE

**MANAGER – GOVERNANCE SUPPORT**

### ORDER PAPER

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#### **IMPORTANT NOTE**

1. The business papers attached to this Order Paper set out recommendations and suggested resolutions only. Those recommendations and suggested resolutions **DO NOT** represent Council policy until such time as they might be adopted by Council resolution.
2. This Order Paper may be subject to amendment either by the addition or withdrawal of items contained therein.
3. This Meeting will be **webcast** in real time to the Waitomo District Council website and will also be available for viewing on demand as soon as reasonably practicable following the meeting.

## WAITOMO DISTRICT COUNCIL

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### MINUTES OF A MEETING OF THE WAITOMO DISTRICT COUNCIL TE RAANGAI WHAKAKAUPAPA KOORERO (MĀORI RELATIONS COMMITTEE) HELD IN THE COUNCIL CHAMBERS, QUEEN STREET, TE KUITI ON THURSDAY 23 FEBRUARY 2023 AT 9.00AM

**PRESENT:** Councillor Eady Manawaiti (Chairperson), Mayor John Robertson and Councillor Dan Tasker

**IN ATTENDANCE:** Ben Smit, Chief Executive; Michelle Higgie, Manager – Governance Support and Charmaine Ellery, Manager – Strategy and Policy

#### 1. Karakia Tuwhera

#### 2. Declarations of Member Conflicts of Interest

No declarations were made.

The Chairperson invited Mayor Robertson to explain the purpose and establishment of Te Raangai Whakakaupapa Koorero (Māori Relations Committee) by the Council.

The Chairperson invited Councillor Tasker and the Executive to express their views of Te Raangai Whakakaupapa Koorero (Māori Relations Committee).

#### 3. Terms of Reference - Te Raangai Whakakaupapa Koorero (Māori Relations Committee)

The Committee considered a business paper presenting the Terms of Reference adopted by Council on 29 November 2022 for the Te Raangai Whakakaupapa Koorero (Māori Relations Committee).

The Manager – Governance Support expanded verbally on the business paper and answered Members' questions.

##### Resolution

The business paper on Terms of Reference - Te Raangai Whakakaupapa Koorero (Māori Relations Committee) be received.

Robertson/Tasker      Carried

#### 4. Representation Arrangements – Māori Ward Considerations

The Committee considered a business paper providing procedural and other information on the Representation Review (and in particular Māori Ward considerations) as provided for in the Local Electoral Act 2001.

The Manager – Governance Support and Chief Executive expanded verbally on the business paper and answered Members' questions.

The Committee noted that the process for establishing Māori Wards is largely legislative in nature and must be completed in accordance with the Guidelines issued by the Local Government Commission, however there are no guidelines provided for pre-consultation leading up to the Council passing a resolution whether or not to establish Māori Wards.

The Committee discussed pre-consultation options so that a recommendation can be made to Council on the establishment of Māori Wards prior to 23 November 2023, and also noted that the last scheduled Council meeting prior to that date is 31 October 2023.

#### **Resolution**

1. The business paper on Representation Arrangements – Māori Ward Considerations be received.
2. The Committee noted that the Council is required to pass a resolution by 23 November 2023 on whether or not to establish Māori Wards for the next two elections (2025 and 2028).
3. The Committee requested a work plan and consultation material (to include one option as a possible alternative to Māori Wards) be prepared for pre-consultation on whether or not Council should establish Māori Wards.
4. The next meeting of the Committee be scheduled for April 2023.

Manawaiti/Robertson      Carried

#### **5. Māori Cultural Support for Elected Members and Staff**

The Chief Executive addressed the Committee on Māori Cultural Support for Elected Members and Staff.

#### **Resolution**

- 1 The verbal address from the Chief Executive on Māori Cultural Support for Elected Members and Staff be received.
- 2 The Committee endorses the Chief Executive's direction of building cultural capacity and capability and to explore opportunities with Te Nehenehenui to help deliver.
- 3 The Committee recommends that the Elected Members participate in this process also.

Tasker/Manawaiti      Carried

#### **6. Karakia Whakamutunga**

There being no further business the meeting closed at 10.34am

Dated this 9<sup>th</sup> day of November 2023

EADY MANAWAITI  
**CHAIRPERSON**

**Document No:** A694427

**Report To: Te Raangai Whakakaupapa Koorero  
(Māori Relations Committee)**



**Meeting Date:** 9 November 2023

**Subject:** **Terms of Reference Review**

**Type:** Decision Required

### Purpose of Report

- 1.1 The purpose of this business paper is to review the Terms of Reference for Te Raangai Whakakaupapa Koorero (Māori Relations Committee) following the Council's decision of Tuesday 17 October 2023 regarding Māori Representation.

### Background

- 2.1 Te Raangai Whakakaupapa Koorero (Māori Relations Committee) (TRWK) was established by the Council following the 2022 Triennial Elections for the purpose of providing guidance, assistance, and support to the Waitomo District Council on matters specific to Iwi and Mana Whenua relationships.
- 2.2 At the time the TRWK was established the Council also adopted Terms of Reference (ToR) setting out the Purpose and Scope, Responsibilities, and Delegations of TRWK.
- 2.3 The first edition of the ToR provided - "The Committee will meet a maximum of once every two months."
- 2.4 Following early planning for consultation on the Māori Representation Review, it was identified that much of the consultation responsibilities of TRWK for this review would occur outside of a formal meeting scenario, however there could be times that TRWK may need to meet formally more than once every two months, while at other times it may be up to six months between formal meetings. On that basis, in May 2023, TRWK recommended to Council that the ToR be amended to read - "The Committee will meet on an as required basis."
- 2.5 Council at its meeting of 30 May 2023 agreed with the recommendation and resolved:
- 2     *The Terms of Reference for Te Raangai Whakakaupapa Koorero (Māori Relations Committee) be amended to enable the Committee to meet on an as required basis.*

### Commentary

#### 2.1 Terms of Reference – Purpose and Scope

- 2.2 Clause 1.4 of the current ToR provides as follows:

*1.4 This agreement does not alter or override any of WDCs obligations in the Joint Management Agreement that was developed as part of the Nga Wai o Maniapoto (Waipa River) Act 2012*

- 2.3 As work is currently progressing on the development a Joint Management Agreement (JMA) between Te Nehenehenui, Waitomo District Council, Otorohanga District Council and

Waikato Regional Council, as required under Section 135 of the Maniapoto Claims Settlement Act 2022 (MCS Act), it is prudent to address that JMA in this ToR review.

## **2.4 Terms of Reference - Responsibilities**

2.5 The ToR currently details the responsibilities of TRWK as follows:

### **2. RESPONSIBILITIES**

2.1 *To be the Committee where matters specific to the Maniapoto Settlement are canvassed:*

- a. *Motakiora*
- b. *Mangaokewa Reserve*
- c. *Others that are yet to be advised.*

2.2 *To be the Committee where partnership opportunities with Iwi / Mana Whenua for community initiatives are canvassed, including:*

- a. *Housing and Papakainga.*
- b. *Youth initiatives, for example Rangatahi Vocational Pathways.*
- c. *Methamphetamine Harm Reduction Programme.*
- d. *Town entrance gateways and cultural hubs.*
- e. *Central Government Reforms.*

2.3 *To be the Committee that supports Council with advice on matters like:*

- a. *Māori Wards*
- b. *Cultural awareness and understanding of staff and elected members (Te Ao Māori, Tiriti, Te Reo).*
- c. *General relationships with iwi and mana whenua.*
- d. *Workplace practices and protocols.*

2.4 *To be the Committee that assists Council reflect cultural values in terms of strategy, policy, and the written content of Plans.*

## **2.6 2023 Māori Representation Review**

2.7 Following completion of a comprehensive consultation process for the review of Māori Representation, including the consideration of establishing Māori Wards, and after deliberation of all submissions, Council at its meeting on 17 October 2023 resolved:

- 2 *Council works with mana whenua through its committee Te Raangai Whakakaupapa Koorero to develop a model of representation that enhances relationships between Council and mana whenua and provides a platform to discuss and advance issues that are of interest to Māori.*

2.8 Due to the significance of this project for which Council has passed responsibility to the TRWK – “to develop a model of representation that enhances relationships between Council and mana whenua” it is recommended that this new responsibility be included in the ToR.

2.9 A copy of the ToR marked up with recommended amendments is attached for TRWK consideration.

## Suggested Resolutions

- 1 The business paper on Terms of Reference review be received.
- 2 Te Raangai Whakakaupapa Koorero (Māori Relations Committee) recommend to Council that the Terms of Reference be amended as follows:
  - 1 Amending Clause 1.4 to include reference to the Joint Management Agreement required under the Maniapoto Claims Settlement Act 2022 as follows:
    - 1.4 This agreement does not alter or override any of WDCs obligations in the Joint Management Agreement that was developed as part of the Nga Wai o Maniapoto (Waipa River) Act 2012, or any Joint Management Agreement developed as part of the Maniapoto Claims Settlement Act 2022.
  - 2 Addition of a new Clause 2.1 to align with Council's resolution of 17 October 2023 as follows:
    - 2.1 To be the Committee who works with mana whenua to develop a model of representation that enhances relationships between Council and mana whenua and provides a platform to discuss and advance issues that are of interest to Māori.



MICHELLE HIGGIE

**MANAGER – GOVERNANCE SUPPORT**

Attachment: Copy of Terms of Reference - Te Raangai Whakakaupapa Koorero (Māori Relations Committee) with recommended addition highlighted (Doc A641565)

# Waitomo District Council

**Te Raangai Whakakaupapa Koorero**  
Māori Relations Committee

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## **Terms of Reference**



<b>First Adopted:</b>	29 November 2022
<b>Review History:</b>	Amended 30 May 2023 <a href="#">Reviewed November 2023</a>
<b>Date of Next Review:</b>	November 2025
<b>Responsibility:</b>	Manager – Governance Support
<b>Adopted by:</b>	Council

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**Te Raangai Whakakaupapa Koorero**  
(Waitomo District Council Māori Relations Committee)

**Terms of Reference**

**1. PURPOSE AND SCOPE**

- 1.1 The purpose of the Committee is to provide guidance, assistance, and support to Waitomo District Council (WDC) on matters specific to Iwi and Mana Whenua relationships.
- 1.2 The Committee may also be a place where deputations occur on matters which are of particular interest to Māori.
- 1.3 This Committee will not replace the existing relationship that WDC has formed with the Regional Management Committees (RMCs) through the Proposed District Plan (PDP) process and direct relationships with hapu such as at Te Kuiti Pa Committee. WDC will continue to work with the RMCs through the PDP and other engagement processes.
- 1.4 This agreement does not alter or override any of WDCs obligations in the Joint Management Agreement that was developed as part of the Nga Wai o Maniapoto (Waipa River) Act 2012, [or any Joint Management Agreement developed as part of the Maniapoto Claims Settlement Act 2022](#).

**2. RESPONSIBILITIES**

[2.1](#) To be the Committee who works with mana whenua to develop a model of representation that enhances relationships between Council and mana whenua and provides a platform to discuss and advance issues that are of interest to Māori.

~~2.1~~[2.2](#) To be the Committee where matters specific to the Maniapoto Settlement are canvassed:

- a. Motakiora
- b. Mangaokewa Reserve
- c. Others that are yet to be advised.

~~2.2~~[2.3](#) To be the Committee where partnership opportunities with Iwi / Mana Whenua for community initiatives are canvassed, including:

- a. Housing and Papakainga.
- b. Youth initiatives, for example Rangatahi Vocational Pathways.
- c. Methamphetamine Harm Reduction Programme.
- d. Town entrance gateways and cultural hubs.
- e. Central Government Reforms.

~~2.3~~[2.4](#) To be the Committee that supports Council with advice on matters like:

- a. Māori Wards
- b. Cultural awareness and understanding of staff and elected members (Te Ao Māori, Tiriti, Te Reo).
- c. General relationships with iwi and mana whenua.
- d. Workplace practices and protocols.

~~2.4~~[2.5](#) To be the Committee that assists Council reflect cultural values in terms of strategy, policy, and the written content of Plans.

### **3. DELEGATIONS**

- 3.1 The Council delegates to the Committee the following powers and duties:
- a. Recommend changes to its Terms of Reference to the Council for adoption.
  - b. Receive and consider staff reports.
  - c. Make recommendations to Council with respect to any of the matters listed as Responsibilities in Section 2 above.

### **4. MEETINGS**

- 4.1 Meetings of the Committee shall be conducted in accordance with Model Standing Orders for Meetings of the Waitomo District Council.
- 4.2 The Committee will meet on an as required basis.
- 4.3 All minutes and recommendations of the Committee will be presented to the Council.

### **5. REVIEW OF TERMS OF REFERENCE**

- 5.1 These Terms of Reference will be reviewed by the Council no later than the November following every triennial election.

**Document No:** A694643

**Report To:** **Te Raangai Whakakaupapa Koorero  
(Māori Relations Committee)**



**Meeting Date:** 9 November 2023

**Subject:** **Activity Report: February to October 2023**

**Type:** Information Only

## Purpose of Report

- 1.1 The purpose of this business paper is to document, for recording and transparency purposes, the activities of Te Raangai Whakakaupapa Koorero (Māori Relations Committee) during the period February to October 2023.

## Background

- 2.1 At a Workshop of the Te Raangai Whakakaupapa Koorero (Māori Relations Committee) (TRWK) in May 2023, it was acknowledged by the Committee that carrying out many of the responsibilities delegated by Council and documented in the Terms of Reference, and particularly consultation on the 2023 Māori Representation Review, would be unachievable solely through the convening of formal meetings of TRWK.
- 2.2 This was due to a number of reasons including, but not limited to –
- Public notification requirements in accordance with the Local Government Official Information and Meetings Act 1987 (LGOIMA) i.e. all meetings of Council (which includes its Committees) to be publicly notified, not more than 14 days and not less than 5 days before the end of the month that is prior to month in which the meeting is to be held.
  - The need to prepare formal Agendas and associated taking of Minutes.
  - All Council meetings (including Committees) are to be run in accordance with WDC's Standing Orders for Meetings.
  - Meeting no more than a maximum of once every two months.
- 2.3 Following the May Workshop, Council accepted the TRWK's recommendation to amend the Terms of Reference so that the TRWK could meet on an "as required" basis, however the restrictions of the legislative requirements of LGOIMA and Standing Orders cannot be changed.
- 2.4 The TRWK noted that much of the workload would need to be completed outside of formal meetings i.e. hui with Te Nehenehenui, Whare, Hapu, and other stakeholder groups and interested parties at various locations around the District.
- 2.5 Therefore, for recording and transparency purposes the activities undertaken by the TRWK between formal meetings should be reported by way of an Activity Report.

## Commentary

3.1 Frequently members of the TRWK attend meetings/events where the subject of the meeting/event falls within the responsibilities of TRWK as documented in the Terms of Reference. In these instances members have two roles – one as a Waitomo District elected member and the other as a TRWK Committee member. As a result, sometimes there may be a duplication of reporting of such attendances – one in the role of a Council Member and one as a TRWK Committee member.

3.2 Set out below are details of various activities/events/hui members of the TRWK have attended since the last formal TRWK meeting held on 23 February 2023.

### **3.3 2023 Māori Representation Review**

3.4 The major focus of the TRWK since February 2023 has been on the 2023 Māori Representation Review, and more specifically the consideration and consultation on the establishment of Māori Wards as provided for in the Local Electoral Act 2001.

Pre Consultation (prior to 10 July 2023)

<b>Date</b>	<b>Event</b>
8 May 2023	Meeting at Korapatu Marae with Te Whare ki Hauāuru ki Uta
15 May 2023	Meeting at Tiroa House with Te Whare ki Tokanganui a Noho
12 June 2023	Meeting at Te Kuiti Pā

Consultation Period (10 weeks from 10 July to 17 September 2023)

<b>Date</b>	<b>Event</b>
8 August 2023	Meeting at Council Chambers with Te Whare ki Rereahu representatives
14 August 2023	Meeting at Rereamanu Pā with Te Whare ki Hauāuru ki Uta
17 August 2023	Drop-in session at Railway Building 3, open to public
21 August 2023	Meeting at Te Nehenehenui offices with Te Whare ki Tokanganui a Noho
31 August 2023	Meeting at Piopio College with Te Whare o Mokau ki Runga

### **3.5 Other**

3.6 General attendances at meetings/events/activities by TRWK members since February 2023:

<b>Date</b>	<b>Event</b>
29 June 2023	Meeting at Hetet Homestead with Holland Whanau to discuss the Water Reservoir and Te Kuiti Water Resilience Project
24 July 2023	Meeting via ZOOM with Mana Whenua o Marokopa (Working Group) to discuss the future development of the Marokopa Campground, the old School House and the Tennis Courts

## Suggested Resolution

The Activity Report – February to October 2023 be received.

MICHELLE HIGGIE

**MANAGER – GOVERNANCE SUPPORT**

**Document No:** A694937

**Report To: Te Raangai Whakakaupapa Koorero  
(Māori Relations Committee)**



**Meeting Date:** 9 November 2023

**Subject:** **Māori Representation in Waitomo District - Potential Considerations for Decision Making Process**

**Type:** Information Only

### Purpose of Report

- 1.1 The purpose of this business paper is to provide a discussion document so that a process can be developed for the creation of a model for engagement with mana whenua that enhances relationships between Council and mana whenua and which will provide a platform to discuss and advance issues that are of interest to Māori.

### Background

- 2.1 At its meeting on 17 October 2023, following deliberation of all submissions to the 2023 Māori Representation Review, Council resolved the following:

*Council work with mana whenua through its Committee Te Raangai Whakakaupapa Koorero (TRWK) to develop a model of representation that enhances relationships between Council and mana whenua and provides a platform to discuss and advance issues that are of interest to Māori.*

*Council does not introduce Māori Wards for the 2025 and 2028 Local Government Elections.*

### Commentary

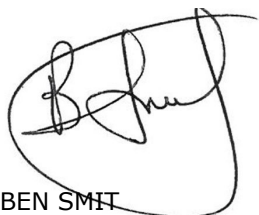
- 3.1 It is now important that TRWK develop a process to take these resolutions and develop an engagement process with mana whenua that will develop a model of representation for presentation to Council for approval.
- 3.2 Consideration should be given to –
- 1 Informing the Model of Engagement
    - Who and how TRWK and officers should engage with mana whenua to discuss how the model will be established and operate in the future
  - 2 Scope of any Future Model of Engagement (options could include):
    - External periodic hui
    - A new Committee of Council with representation from mana whenua and elected Council Members
    - Expansion of the TRWK Committee

- 3 Composition and Size of any future committee (if any)
- 4 Remuneration for mana whenua input
- 5 Scope of the Engagement/Committee Activities (questions for discussion around areas of involvement):
  - Which, if any, Council activities would mana whenua be interested in being involved with?  
  
(e.g. Rooding, Stormwater, LTP/Annual Planning, Resource Management – Council, depending on the level of detail, has between 15 – 25 activities).
  - How will specific Whare and/or marae issues be dealt with?  
(Through the new model or outside the model on a one-on-one basis with Council?)
  - What is the delineation of scope of activities and engagement between this engagement model and officers ongoing engagement and relationship with iwi, Whare and mana whenua?

3.3 Council staff will start to develop a brief engagement document to stimulate thought and also look at when TRWK and staff can engage with Whare in the near future.

### **Suggested Resolution**

The business paper on Māori Representation in Waitomo District - Potential Considerations for Decision Making Process be received.



BEN SMIT  
**CHIEF EXECUTIVE**

26 October 2023