

NOTICE OF EXTRAORDINARY MEETING

TE TAUMATA RUNANGA

Following Council approval on Wednesday, 31 October 2007 of the schedule of meetings, I hereby give notice pursuant to Standing Order 14.3 that an Extraordinary Meeting of Te Taumata Runanga will be held on:-

DATE: Monday, 12 November 2007 **TIME:** 5.00 pm

VENUE: Waitakere Central, 6 Henderson Valley Road, Henderson, Waitakere

to consider:

- Election of Chairman and Deputy Chairman;
- Adoption of Standing Orders, Order of Business, Delegations and Meeting Schedule;
- Board Appointments to Committees, Ad Hoc and External Organisations;
- Public Forum Issues;
- Reports that will be within the scope and delegation of Te Taumata Runanga.

and to take any necessary action connected therewith.



8 November 2007

Ngareta Delamere
COMMITTEE SECRETARY

Telephone (09) 836 8000 extn 8552

MEMBERSHIP:

Representative

W Paki
S Livingstone
M Te Huia
TW Taua, MNZM
W Hetaraka
P Northcroft
K Parata
J Mariu
A Hudson
E Taumaunu
Cr RI Clow
Cr LA Cooper, JP

Alternative Representative

Rev J Cooper
W Mark
M Wellington
To Be Advised
A Lauese
T Moanaroa
T Tangihaere
To Be Advised
To Be Advised
N Glavish
Hoani Waititi Marae
Kakariki Marae
Te Atatu
Te Kawerau A Maki
Te Piringatahi o Te Maungarongo Marae
Te Roopu Kaumatua o Waipareira
Te Roopu Puawai o Waitakere
Te Roopu Wahine Maori Toko I Te Ora
Te Runanga o Ngati Whatua
Te Whanau o Waipareira Trust
Council
Council

Mayor RA Harvey, QSO, JP (ex officio)

Deputy Mayor PA Hulse (ex officio)

(Quorum 6 members)

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(The reports and recommendations contained in all agendas are reports and recommendations only and are not to be construed, in any way, as Council policy until adopted.)

**AGENDA FOR AN EXTRAORDINARY MEETING OF TE TAUMATA RUNANGA TO BE HELD
AT WAITAKERE CENTRAL, 6 HENDERSON VALLEY ROAD, HENDERSON,
WAITAKERE, ON MONDAY, 12 NOVEMBER 2007
COMMENCING AT 5.00 PM**

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OPENING KARAKIA

MIHIMIHI

E nga waka, e nga mana e nga karangatangamaha, tena koutou, tena koutou, tena koutou. E nga mate i tautini, he mihi aroha tenei ki a koutou, haere, haere, haere. E te hunga ora, rau rangatira ma tenei te kakano ka rua nei a morimoritia kia puawai ai. Hei aha? Hei maunga ringa ma nga whakatupuranga, kia kaha, kia manawanui, kia u. Kia mau hoki ki te whakapono, te tumanako me te aroha.



1 APOLOGIES



2 DECLARATION OF MEMBERS

In order to confirm their commitment to the good governance of Waitakere City, in terms of Section 4 and parts 2 and 6 of the Local Government Act 2001, members appointed to Te Taumata Runanga in terms of Clause 31(3) of Schedule 7 of the Act are requested to come before the Chief Executive or his nominee, accompanied by the Mayor, to make and sign the Declaration in the form prescribed as follows:

“Te Whakapuakitanga a te Heamana, te Mema rānei. Ko au a,, Ko taku kupu tēnei. Ka tutuki i a au, ki tāku e pono nei, e tōtika nei, e mātau nei ngā kawenga katoa hei painga mō te rohe o Waitakere i runga i te mana kua riro mai i a au hei Mema o Te Taumata Runanga o Te Kaunihera o Waitakere i raro anō i te Ture Kāwanatanga ā-Rohe o te tau rua mano mā rua, te Ture Pārongo, Huinga Ōkawa ā-Kāwanatanga me ētahi atu ture rānei. I whakaritea i Waitakere i te rā tekau ma rua o Whiringa-a-rangi rua mano ma whitu tenei tau - 2007.”

“I,, declare that I will faithfully and impartially, and according to the best of my skill and judgement, execute and perform, in the best interests of Waitakere City, the powers, authorities and duties vested in, or imposed upon, me as a Member of Te Taumata Runanga by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.”

In order to confirm their commitment to the good governance of Waitakere City, Councillors appointed to Te Taumata Runanga are also requested to make and sign the Declaration in the same prescribed form.

Declarations will be made in alphabetical order as follows:

Te Taumata Runanga

Representative

W Paki
S Livingstone
M Te Huia
TW Taua, MNZM
W Hetaraka

P Northcroft
K Parata
J Mariu

A Hudson
E Taumaunu

Alternative Representative

Rev J Cooper
W Mark
M Wellington
To Be Advised
A Lauese

T Moanaroa
T Tangihaere
To Be Advised

To Be Advised
N Glavish

Hoani Waititi Marae
Kakariki Marae
Te Atatu
Te Kawerau A Maki
Te Piringatahi o Te Maungarongo
Marae
Te Roopu Kaumatua o Waipareira
Te Roopu Puawai o Waitakere
Te Roopu Wahine Maori Toko I Te
Ora
Te Runanga o Ngati Whatua
Te Whanau o Waipareira Trust

Councillors (as appointed to Te Taumata Runanga by Council on 31 October 2007)

Cr RI Clow
Cr LA Cooper, JP

Council
Council



3 ELECTION OF CHAIRMAN

Pursuant to Clause 21 of Schedule 7, as read with Section 54(2), of the Local Government Act 2002, Te Taumata Runanga is required to elect a Chairman from its members at its first meeting. The election shall be on the basis of open voting as required under Clause 24 of Schedule 7 of the Local Government Act 2002 with one vote by each member (and no person having a casting vote).

Clause 25, as read with Clause 37, of Schedule 7, Local Government Act 2002 requires that the Council must determine by resolution that a person be elected or appointed by using one of the following systems of voting:

- “(a) the voting system in sub clause (3) (**system A**)
- “(b) the voting system in sub clause (4) (**system B**)”

described as follows:

- “(3) System A -
 - (a) requires that a person is elected or appointed if he or she receives the votes of a majority of the members of the local authority or committee present and voting; and
 - (b) has the following characteristics:
 - (i) there is a first round of voting for all candidates; and
 - (ii) if no candidate is successful in that round there is a second round of voting from which the candidate with the fewest votes in the first round is excluded; and
 - (iii) if no candidate is successful in the second round there is a third, and if necessary subsequent, round of voting from which, at each time, the candidate with the fewest votes in the previous round is excluded; and

- (iv) *in any round of voting, if 2 or more candidates tie for the lowest number of votes, the person excluded from the next round is resolved by lot”.*

“(4) *System B -*

- (a) *requires that a person is elected or appointed if he or she receives more votes than any other candidate; and*
- (b) *has the following characteristics:*
- (i) *there is only 1 round of voting; and*
- (ii) *if 2 or more candidates tie for the most votes, the tie is resolved by lot.”*

The Chief Executive Officer or his nominee will call for nominations for the position of Chairman. In the event that more than one nomination is received the Council will be asked to determine by resolution the basis of voting (i.e. as provided by either System A in sub clause(3) or System B in sub clause (4) above) and preferred method of lot:

Preferred Method (one of):

- Dice - Highest score determines successful candidate;
- Cards - Ace of Hearts, Ace of Diamonds, Ace of Clubs, Ace of Spades;
- Ace of Hearts determines successful candidate;
- Coin - Call heads or tails. Heads determines the successful candidate.

The Board is then requested to elect a Board Member to be Chairman.

RECOMMENDATIONS

1. That the Election of Chairman report be received.
2. That Te Taumata Runanga elect one member to be Chairman of Te Taumata Runanga.



4 ELECTION OF DEPUTY CHAIRMAN

Pursuant to Clause 25 of Schedule 7 of the Local Government Act 2002, the Community Board may wish to appoint a Deputy Chairman.

Once a Deputy Chairman is appointed that person will retain that position for the entire term of office or until they resign from the position.

The election of a Deputy Chairman shall be conducted on the same basis as election of the Chairman as prescribed under Clauses 24 and 25 of the Local Government Act 2002.

RECOMMENDATIONS

1. That the Election of Deputy Chairman report be received.
2. That Te Taumata Runanga elect one member to be Deputy Chairperson of Te Taumata Runanga.



5 ADOPTION OF STANDING ORDERS

A1-A64

Clause 27 of Schedule 7 of the Local Government Act 2002 requires that Local Authorities and Community Boards adopt a set of Standing Orders for the conduct of its meetings and those of its committees and subcommittees. The Standing Orders updated to incorporate the amendments required by changes to the Local Government Act 2002 and its Amendment Act 2004, were adopted by Council at its meeting held on 31 October 2007 and is attached at pages A1 to A64. Clause 16 of Schedule 7 requires that Members abide by the Standing Orders.

RECOMMENDATION

A1-A64

That the Standing Orders for the conduct of Te Taumata Runanga Meetings and those of its Committees and Subcommittee, as attached at pages A1 to A64, be adopted.



6 ADOPTION OF ORDER OF BUSINESS

Standing Orders require that Te Taumata Runanga adopt an order of business for its meetings (Standing Order 25.1).

RECOMMENDATION

That Te Taumata Runanga determine the Order of Business for its meeting during the 2007-2010 term of the Committee. A suggested Order of Business is as follows:

ORDER OF BUSINESS

Apologies
Confirmation of Minutes
Urgent Business
Deputations/Petitions
Public Forum
Committee Members' Reports
Chief Executive's Report
Chairman's Report
Committee Secretary's Report
Officers Reports
Notices of Motion



7 ADOPTION OF THE MEETING SCHEDULE

A65-A104 Section 21(5)(d) of Schedule 7 of the Local Government Act 2002 provides for the Local Authority at its first meeting to adopt a schedule of meetings. A proposed meeting schedule for Te Taumata Runanga until October 2010 is attached at pages A65 to A104.

The Committee now needs to confirm the meeting dates and times.

RECOMMENDATIONS

A65-A104 That the schedule of meetings of Te Taumata Runanga for the remainder of 2007 and for the years 2008, 2009 and 2010 until October as attached at pages A65 to A104 be adopted.



8 TE TAUMATA RUNANGA APPOINTMENTS TO COMMITTEES

The Council has requested that Te Taumata Runanga nominate one member and one alternate member to participate on the Community Sport Fund Allocation Subcommittee, and nominate the Chairman and one alternate member on the Long Term Council Community Plan and Annual Plan Special Committee.

The matter is forwarded accordingly for the Board's determination.

RECOMMENDATIONS

1. That Te Taumata Runanga nominate one member and one alternate member to participate on the Community Sport Fund Allocation Subcommittee.
2. That Te Taumata Runanga nominate the Chairman and one alternate member to attend, with speaking rights, all meetings of the Long Term Council Community Plan and Annual Plan Special Committee held to consider, progress and recommend to Council for adoption of the Long Term Council Community Plan and Annual Plan as appropriate.



9 TE TAUMATA RUNANGA APPOINTMENTS TO AD HOC AND EXTERNAL ORGANISATIONS

OUTSIDE ORGANISATIONS	AIM/PURPOSE	APPOINTMENTS 2004-2010
Keep Waitakere Beautiful	Beautification, clean ups, tree planting to uphold the EcoCity principles. Involving community and schools.	Rev J Cooper
West Coast Plan Liaison Group	To promote the West Coast Plan	Mihi Te Huia

OUTSIDE ORGANISATIONS	AIM/PURPOSE	APPOINTMENTS 2004-2010
City Safety Action Group	<p>Purpose of the CSAG is to contribute to the objectives of the Crime Prevention Plan by:</p> <ul style="list-style-type: none"> - operating as an immediate point of reference for priority crime and community safety issues as and when they arise in Waitakere - applying a problem solving approach to addressing prioritised Crime and Community Safety issues - initiating multi-agency/partnership action. - Focus predominantly on “situational” crime and community safety issues - Maintaining a short to medium term focus (relative to the 5 year period of the Crime Prevention Plan i.e. projects that can be completed within 1 – 12 months) - Link with and support the CPRG - Receive guidance and direction from CPRG 	
Safe Waitakere Alcohol Project	To reduce alcohol related harm and to promote safe alcohol environments in Waitakere City.	Poata Northcroft
Safe Waitakere Injury Prevention Board	The SWIP board guides the strategic direction of the Injury Prevention portfolio. Representatives from various sectors of the community are involved.	Poata Northcroft Mihi Te Huia
West Education Sector Trust	Promote networking and collaboration amongst key education stakeholders in the city.	Awa Hudson Carol Ngawati
Mayoral Task Force on Family Violence	To reduce family violence in Waitakere by supporting the people and agencies working to reduce family violence and promote peaceful strong and supported families in which family violence is not tolerated.	June Mariu/ Poata Northcroft



10 **ELECTED MEMBERS REMUNERATION - REMUNERATION AUTHORITY DETERMINATION 2007/2008**

This item will be tabled at the meeting.



11 **PUBLIC FORUM**

For guidance of Te Taumata Runanga Members, the Council's Standing Orders have the following provisions in regard to Public Forum.

- (i) members of the public wishing to address the Committee in Public Forum shall furnish their names to the Chairman at the beginning of the meeting; and
- (ii) the Chairman shall determine the order of speakers, and allow five minutes for speaking time;
- (iii) questions by members are to be confined to obtaining information or clarification on matters raised by the speaker.

Section 46(7) and (7A) of the Local Government Official Information and Meetings Act 1987 provides that no resolution, decision, or recommendation may be made in respect of any specific item of business not on the agenda except to refer the items to a subsequent meeting for further discussion. Therefore, no decision may be made on matters raised in Public Forum. However, written reports on matters raised may be requested from the Chief Executive Officer.



12 **CHIEF EXECUTIVE OFFICER'S REPORT**

Provision has been made for the Chief Executive Officer, or his nominated representative, to report on the progress of other matters considered to be of significance to Te Taumata Runanga, including organisation and representation issues.



13 **DELEGATIONS TO TE TAUMATA RUNANGA**

Glossary

Long Term Council Community Plan (LTCCP)

PURPOSE OF THE REPORT

The purpose of this report is to present the revised set of delegations to Te Taumata Runanga and to discuss the possible adoption of operating guidelines for the Committee.

BACKGROUND

Te Taumata Runanga is a committee of the Council. Its Fields of Activity and Delegated Powers are determined by the Council, and are set out in the Delegations to Committees and Community Boards Register.

At its September 2007 meeting, Te Taumata Runanga received an update report regarding Te Taumata Runanga Review. Based on the key themes emerging from the review, it was recommended that the delegations to Te Taumata Runanga be given further consideration as part of the implementation of the review's recommendations. Te Taumata Runanga subsequently resolved:

"That Te Taumata Runanga ask the Chief Executive Officer to work with Te Taumata Runanga Review working party to revise and recommend an amended set of delegated authorities for Te Taumata Runanga for consideration of the incoming Council."

3550/2007

STRATEGIC CONTEXT

The review of delegations to Te Taumata Runanga relates specifically to the following community outcomes:

Nga Manukura

- Maori determination and integrity;
- Sustained Maori leadership;
- Constant mentoring to maintain leadership capacity;
- Recognition of Maori leadership;
- Mandate, accountability and transparency are consistent;
- A strengthened capacity for Maori to develop rangatahi (tuakana, teina);
- Strong collaborative relationship between Maori and Civic leaders.

Te Mana Whakahaere

- Rangatiratanga (whānau base self determination);
- Active protection of Maori interests in accordance with the Treaty;
- Recognition of Iwi Maori aspirations;
- Maori participation and representation in decision making;
- Maori focused policies or policies which contain a Maori component;
- Enhanced capacity of self government through increasing representation in all sectors of or community.

Local Government Act 2002

The review of delegations to Te Taumata Runanga relates to the following provision of the Local Government Act 2002:

"Part 6 Section 81: (1) A local authority must - (a) establish and maintain processes to provide opportunities for Maori to contribute to the decision-making processes of the local authority; and (b) consider ways in which it may foster the development of Maori capacity to contribute to the decision-making processes of the local authority."

ISSUES

A105-A106

An initial redrafting of the delegations was undertaken by officers, including the Director: Corporate and Civic Services, the Maori Relationships Manager, the Group Manager: Democracy and Support Services and the Legal Services Manager. This occurred as part of a review of the entire Delegations to Committees and Community Boards Register, in preparation for the first meeting of the Council for the 2007-2010 term. The Te Taumata Runanga Review working party met subsequently to discuss the proposed amendments. The delegations to Te Taumata Runanga emerging from this process were submitted and approved at the inaugural Council meeting. A copy is attached at pages A105 to pages A106.

Key Amendments

The key amendments to the Committee's delegations are its delegated powers, as set out below:

“DELEGATED POWERS

1. *Authority to develop and adopt goals, strategies, policies and programmes for adoption by the Council for matters within the Fields of Activity.*
2. *Authority to re-allocate funding already approved by the Council as part of the Long Term Council Community Plan (LTCCP)/Annual Plan process, for matters within the Fields of Activity provided that the re-allocation of funds does not increase the overall amount of money committed to the Fields of Activity in the LTCCP/Annual Plan.*
3. *Responsibility to monitor LTCCP/Annual Plan implementation within the Fields of Activity.*
4. *Authority to make submissions to external bodies on behalf of Council in respect of matters within the Committee's Fields of Activity providing such submissions are not inconsistent with decisions of Council or the Council's strategic policy framework as set out in the LTCCP or in any other specific Council policy and strategy documents.*
5. *Authority to provide advice and recommendations to Council on matters within the Fields of Activity including:*
 - (i) *Projects involving effective service delivery.*
 - (ii) *Proposals for consultation with Maori communities before major policy decisions are made by the Council.*
 - (iii) *Decisions where Maori cultural values or knowledge is important.*
 - (iv) *The implications of proposed policy issues for the Maori community.*
 - (v) *Programmes and initiatives recommended for inclusion in the Long Term Council Community Plan/Annual Plan planning process.”:*

Items 2, 3 and 5 above are powers that Te Taumata Runanga was able to exercise under the previous set of delegations. Items 1 and 4 however, are aspects of the Committee's role that have been strengthened.

Item 1 enables Te Taumata Runanga to develop and adopt goals, strategies and policies for adoption by the Council, within the Committee's Field of Activity, which is described in the attached delegations. Te Taumata Runanga has previously developed only one policy, the Marae Support Policy. This delegation will mean Te Taumata Runanga is able to take a more active policy development role.

Item 4 allows Te Taumata Runanga to make submissions to external bodies on behalf of the Council. As an example, the Committee's most recent submission was in respect of the Principles of the Treaty of Waitangi Deletion Bill. Where previously such submissions required approval from the Council, now submissions can be approved by Te Taumata Runanga itself.

Operating Guidelines

A107-A108

The previous version of delegations to Te Taumata Runanga attached at pages A107 to A108 included a number of operating guidelines. In order to bring the delegations to Te Taumata Runanga into line with those of other committees, these operating guidelines have been removed.

The operating guidelines are still a useful guide for both staff and members of Te Taumata Runanga, and it is suggested Te Taumata Runanga adopt these outside of the delegation process. Te Taumata Runanga may wish to amend the operating guidelines to reflect current circumstances and changes since they were last adopted. The operating guidelines will be able to be amended by Te Taumata Runanga, notwithstanding any limitations according to relevant legislation, Council policy and the Committee's delegated powers.

Further Work

Te Taumata Runanga may request further work to be undertaken in respect of their delegations at any time, though any amendments will need to be approved by the Council.

One of the themes from the review of Te Taumata Runanga was a desire to investigate a role for the Committee in determining expenditure or assessing applications for funds, for example to the Community Wellbeing Fund. This has not been encompassed in the recent amendments to the Committee's delegations. Such a proposal to Council would need to be accompanied by a clear rationale and a proposed method by which it could be implemented.

Once the final Te Taumata Runanga Review report has been received, it may identify further aspects of the delegations for review. This will be incorporated into the implementation plan for the review, for further consideration by Te Taumata Runanga.

RESOURCES

The resources required have been provided for in the Annual Plan 2007/2008.

CONCLUSION

The delegations to Te Taumata Runanga have been reviewed and amended in response to key themes emerging from the current review of Te Taumata Runanga. These amendments were considered by the Te Taumata Runanga Review working party, and were approved by the Council at their inaugural meeting for the 2007-2010 term.

There have been a number of significant amendments to the delegations to Te Taumata Runanga. Further work on the delegations may yet be identified in the final report on the Te Taumata Runanga Review, and will be incorporated into the implementation plan for the review.

Te Taumata Runanga may also wish to consider adoption of a set of operating guidelines for the Committee.

RECOMMENDATIONS

1. That the Delegations to Te Taumata Runanga report be received.
2. That Te Taumata Runanga members provide comment on the Committee's amended delegations to guide further work that may be undertaken as part of the Te Taumata Runanga Review implementation plan.
3. That Te Taumata Runanga members provide feedback of whether to adopt a set of operating guidelines and, if so, on any amendments required to the existing guidelines.

Report prepared by: Wayne Knox, Maori Relationships Manager.



14 **NEXT MEETING**

The next meeting of Te Taumata Runanga will be held in the Civic Centre, on Monday, 10 December 2007, commencing at 5.00 pm.

A representative is invited to present Te Taumata Runanga report at the next meeting of Council to be held in the Civic Centre, on Wednesday, 20 December 2007, commencing at 5.30 pm.

