

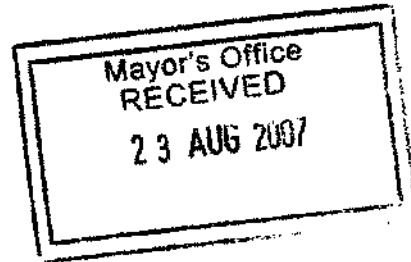
**COPY FOR YOUR
INFORMATION**

*Ross McLeod
Wayne Knox*



21 August 2007

Bob Harvey
Waitakere City Council
Private Bag 93109
Henderson
Waitakere City 1231



Dear Bob

Waitangi Day is a day for all New Zealanders. It is a time for commemoration and reflection. It is also a time for celebration of our nationhood.

To encourage participation in Waitangi Day events, the government continues to provide the Commemorating Waitangi Day Fund. The purpose of the fund is to support events which commemorate the signing of the Treaty of Waitangi and promote nation building and community building. It is designed to encourage a wider spread of communities to participate in Waitangi Day events.

The government is committed to working with local government to build stronger local communities and I write now to seek your support for events on Waitangi Day 2008.

These days, more Councils are working together with local iwi and their wider communities to organise inclusive events and festivals suitable for all age groups and ethnicities. This is encouraging, and I look forward to hearing of more such events.

Applications for grants for next year's Waitangi Day events close on 28 September. If you have any enquiries about the Fund, please contact the Ministry for Culture and Heritage on (04) 499 4229.

I hope that your Council will be able to work with iwi and your wider local communities to ensure that Waitangi Day is appropriately marked.

Yours sincerely

Helen Clark
Prime Minister

AI



Declaration by Te Taumata Runanga Member

“Te Whakapuakitanga a te Heamana, te Mema rānei. Ko au a, **(FULL NAME)**, 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 toru o Hakihea rua mano ma wha tenei tau - 2007.”

“I, **(FULL NAME)**, 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, or any delegation or decision of the Waitakere City Council.”

Dated at Waitakere City this _____ day of _____ 2007

Signature _____

(FULL NAME)

Signed in the presence of :-

Aa

(FULL NAME)

Mayor

(FULL NAME)

Chief Executive

**MATAU – MAORI IN BUSINESS &
PROFESSIONAL ASSOCIATION**

- Launched in 2006
- Sponsored by Maori Women's Development Inc
- Support and enhance the growth of Maori business owners and Maori professionals
- www.MAORIINBUSINESS.COM website
- Annual membership is \$100 (GST inclusive)

MATAU
MAORI IN BUSINESS

WWW.MAORIINBUSINESS.COM



© MWBI

KAIPAKIHI RANGA WAIRUA

(Inspired Entrepreneurial Workshops)

- **Business entrepreneurial learning experience**
- **Hands-on and Interactive**
- **Use music and workshops**
- **Aimed at Yr 12 & 13 students**
- **Works towards a business expo**

PROPOSED JOINT NETWORK EVENT

Tuesday, 10 July 2007 (tentative)

- **Opportunity for businesses to display products/services**
- **Fashion Show – Rangihua Fashion & Others**
- **Maori Economic Development Workshop**
- **Network**
- **60-second pitch**
- **Light Supper**

TE TAUMATA RUNANGA BENEFITS

- Strategic partnership – two key organisations
- Opportunity to Promote Waitakere City Council, Te Taumata Runanga & Te Roopu Puawai Waitakere
- Platform for the Waitakere visionary process - Maori Economic Wellbeing plan
- Database of Maori businesses and professionals in Waitakere
- It's the first of many events to pull Maori business and professionals together in Waitakere



Mataatau – Maori In Business & Professional Assoc. BENEFITS

- Promote the Association
- Increase our membership
- Increase our database of Maori in business and Maori professionals
- Promote the Kaipakihi Ranga Wairua (Inspired Entrepreneurial Workshops)
- Opportunity for Maori businesses and Maori professionals to network

TE TAUMATA RUNANGA

Te Taumata Runanga is a Standing Committee of the Council, and shall report directly to the Council. Where Te Taumata Runanga is not empowered to act, it shall report to the Council and make recommendations as necessary.

FIELDS OF ACTIVITY

- To ensure Maori values are considered in the Council's decision making;
- To assist Council in meeting its obligations to the Tangata Whenua;
- To ensure that the Council considers the needs of the Maori community in effective service provision;
- To enhance effective communication between the Maori Communities of Waitakere City and the Council and its committees;
- To ensure that the Council is aware of and sensitive to issues of concern to the Tangata Whenua and local Maori people;
- To provide the Council with a structure to facilitate input into the Council's decisions that have cultural significance to Maori people;
- To assist Council in meeting its obligations to Maori under the Local Government Act 2002, including the obligations to provide opportunities for Maori to contribute to local authority decision making, and to consider ways in which it may foster the development of Maori capacity to contribute to local authority decision making.

MEMBERSHIP

Membership of the Committee shall comprise:

- A representative from organisations selected by the Maori communities within Waitakere City and appointed by the Council. As from October 2004, the organisations are:
 - Hoani Waititi Marae
 - Kakariki Marae
 - Te Atatu
 - Te Kawarau A Maki
 - Te Piringa Tahiri O Te Maungarongo
 - 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
- 2 Members appointed by the Council
- The Mayor (ex officio)
- The Deputy Mayor (ex officio)

Quorum: 6 Members (including at least one elected Member of the Council)

AR

Delegations to Committees



OPERATING GUIDELINES AND AUTHORITIES

1. Te Taumata Runanga will be formed on a three-yearly basis in line with the local government election cycle with a review of Te Taumata Runanga to be undertaken by the outgoing Taumata Runanga, and provided to the Council.
2. Formal meetings of Te Taumata Runanga will be called in accordance with the requirements of the Local Government Official Information and Meetings Act 1987.
3. Te Taumata Runanga can determine whether to conduct its business in the Maori or the English languages. The Council undertakes to designate a staff person to provide translations from or to the English language when requested. Te Taumata Runanga undertakes that one of its Members will provide this service when the staff member is unavailable.
4. It is agreed that remuneration will be paid in the form of a salary for the chairperson and a meeting allowance paid for attendance by appointed Members at formal meetings of Te Taumata Runanga called in accordance with the Local Government Official Information and Meetings Act 1987. The meeting allowance shall be that set by the Council from time to time.
5. Te Taumata Runanga has a role from the beginning in the decision making process on matters of concern and cultural significance to the Maori communities of Waitakere City.
6. In general, Te Taumata Runanga will have an early opportunity to consider matters of special significance to Maori communities so that the views of Te Taumata Runanga can be brought to the appropriate standing committee either in writing or by a deputation to that committee. These issues may include representation on issues prior to the Council making major decisions or submissions on regional or government legislation proposals. Te Taumata Runanga's recommendations should be considered by the Council's representative(s) on organisations relevant to Maori interests.
7. Te Taumata Runanga will consider the following matters and provide advice and recommendations to Council:
 - (i) Projects involving effective service delivery.
 - (ii) Proposals for Consultation with Tangata Whenua and Maori communities before major policy decisions, which significantly affect the Maori people, are made by the Council.
 - (iii) Input on decisions where Maori cultural values or knowledge is important.
 - (iv) Advice to the Council and its committees in respect of implications of policy issues for the Maori community.
 - (v) Programmes and initiative for recommendation to Council and the Long Term Council Community Plan and Annual Plan Special Committee for consideration as part of the Long Term Council Community Plan/Annual Plan Planning Process. (This should follow the Council's structure in the Long Term Council Community Plan/Annual Planning programme - the public consultation meetings and consequent consideration by the Council when considering the Long Term Council Community Plan/Annual Plan).
 - (vi) Any other such matters as the Council places before it.
8. Within the resources and policy framework provided in the Long Term Council Community Plan, Te Taumata Runanga may develop and oversee a programme of policy matters of interest to the Maori Communities of Waitakere City for the purpose of making policy recommendations to Council or the City Development Committee.

AA

1 **TE TAUMATA RUNANGA REVIEW**

PURPOSE OF THE REPORT

The purpose of this report is to inform Te Taumata Runanga regarding the Committee's triennial review process and the draft Terms of Reference for this review, including its proposed scope, process of implementation and timeframes. The report also summarises the key issues that arose from the last review of Te Taumata Runanga in 2004, as well as progress made towards addressing these.

BACKGROUND

A1-A4

Waitakere City Council has in place a Register of Delegations to Committees and Community Boards in order to 'allow the Council to delegate its powers and functions to the most efficient and effective levels'. The delegations as they relate to Te Taumata Runanga are attached at pages A1 to A4. The Operating Guidelines and Authorities as described in these delegations state that:

"Te Taumata Runanga will be formed on a three-yearly basis in line with the local government election cycle with a review of Te Taumata Runanga to be undertaken by the outgoing Taumata Runanga, and provided to the Council."

The next local government elections will be held in October 2007. Therefore it is timely that the Committee begins to consider the review process. The last such review was undertaken in 2004. It comprised of a workshop of Te Taumata Runanga, and a subsequent workshop between Te Taumata Runanga and the newly appointed Council to present the Committee's recommendations. These recommendations are summarised below:

Priority Areas of Work	Action
Delegated Powers of Te Taumata Runanga	Further report on extending delegated powers of Te Taumata Runanga.
Maori Representation on Other Standing Committee's	Further report on Maori representation on other Standing Committee's of the Council.
Joint Workshops	Te Taumata Runanga is invited to attend the Council and Community Board future workshops.
Rangatira to Rangatira Forum	The forums would include the Mayor, Deputy Mayor, Councillors appointed to Te Taumata Runanga, the Chairperson and Deputy Chairperson of Te Taumata Runanga. To be developed and be effective following October 2004 elections.
Honorarium	The Chairpersons honorarium is subject to a performance review process.
Remunerations	Further report on the remunerations and potential impacts for the Deputy Chairperson and the Chairperson's nominee.

In addition to priority areas of work, the following issues were raised:

Relationship between the Council and Te Taumata Runanga

Members suggested that:

A10

- The Council provide details of Civic events and functions to Members to enable them to respond in a timely manner;
- Councillor and Community Board Members be invited to attend national Maori events with Members of Te Taumata Runanga;
- Joint workshops be developed for 2004/2005 between Members of the Council, Community Boards and Taumata Runanga;
- Role of Te Taumata Runanga at citizenships be clearly defined;
- Te Taumata Runanga be invited to attend Ministerial visits or other overseas events in support of the Council;

Representation on Te Taumata Runanga

The Committee Members expressed an interest for the Council to explore an inclusive model of representation that recognises the range of other Maori community groups that have emerged over the years, or existing groups that have strengthened their capacity. It was believed that this issue would be best dealt with at a number of levels; key Maori leadership, directly with iwi, and with the wider Maori community including those groups now seeking a "voice and role" on Te Taumata Runanga. It was thought that issue would require further consultation and should be considered as part of the Council's and Te Taumata Runanga's future work programme, where a range of options to maintain and improve opportunities for Maori to contribute to Local Government decision-making processes could be considered.

Te Taumata Runanga and its Recommendations

Members believed the process for Te Taumata Runanga reports and decisions to be forwarded on to the Council has not been fully utilised or given due consideration. Members felt that the Council may not appreciate the issues Te Taumata Runanga had considered or that the Council may be limited in its ability to clarify or seek additional information from the Committee. Members suggested that the Council should be given full reports regarding the Committee's recommendations to enable them to make informed decisions.

Te Taumata Runanga Induction

The Committee Members recommended that it was essential that every member, experienced or new, should undergo an induction process into the Committee's role and function, including standing orders, and the culture of the organisation, such as the Committee's administration processes and the Council's strategic direction.

Many of these issues have been included in Te Taumata Runanga Work Programme for 2005/2006. As a starting point for the review, it will be important to assess what progress has been made towards each of these recommendations, and for the Committee to reconsider their priority and relevance. A summary of progress since the last review is provided later in this report.

STRATEGIC CONTEXT

Local Government Act 2002

The Local Government Act 2002 makes the following provisions in terms of the relationship between Local Authorities and Maori:

Part 1 Section 4: "Treaty of Waitangi: in order to recognise and respect the Crown's responsibility to take appropriate account of the principles of the Treaty of Waitangi and to maintain and improve opportunities for Maori to contribute to Local Government decision making processes, Parts 2 and 6 provide principles and requirements for local authorities that are intended to facilitate participation by Maori in local authority decision-making processes."

All

Part 2 Section 14: "(d) a local authority should provide opportunities for Maori to contribute to its decision-making processes."

Part 6 Section 77: "(1) A local authority must, in the course of the decision-making process,— "(c) if any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Maori and their culture and traditions with their ancestral land, water, sites, waahi tapu, valued flora and fauna, and other taonga."

Though Te Taumata Runanga was established well before the amendments to the Local Government Act, the Committee is one of the key instruments via which the Council meets its legislative requirements as outlined above. It is therefore advisable that the Council continue to explore options for improving the way Maori contribute to its decision making processes. This is one of the key drivers for the review of Te Taumata Runanga.

Long Term Council Community Plan 2006-2016

The review of Te Taumata Runanga relates to the Council's Treaty of Waitangi strategic priority, which requires that the Treaty of Waitangi is upheld in all Council activities and planning. It also relates to the Council's Active Democracy strategic platform. This platform supports the involvement of citizens in the Council's decision-making process, through education, removing barriers, developing partnerships, improving information flows and supporting communities' own ways of interacting with the Council.

The review of Te Taumata Runanga links to the following Maori community outcomes:

Nga Manukura – Maori Leadership

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

Te Mana Whakahaere – Autonomy

- Rangatiratanga (Whanau based self determination);
- Active protection of Maori interests in accordance with the Treaty and recognition of Iwi Maori;
- Maori participation and representation in decision-making;
- Maori focused polices or policies which contain a Maori component;
- Iwi and Maori determine needs, interests and resources;
- Recognition of Iwi Maori aspirations;
- Enhanced capacity of self governance through increasing representation in all sectors of the community.

Te Taumata Runanga Long Term Strategy and Action Plan

Te Taumata Runanga Long Term Strategy and Action Plan has a strategic emphasis on governance and participation and the need to support and widen community understanding and use of Te Taumata Runanga.

It is divided into four parts:

A12

- Treaty of Waitangi;
- Governance and participation;
- Strengthening Te Taumata Runanga;
- Policy development.

A5-A23

Te Taumata Runanga Long Term Strategy and Action Plan outlines a number of key goals for each of these four areas. These goals will be worthwhile considering in the course of the review. Note however, that the strategic direction and work programme of Te Taumata Runanga will be addressed via a separate review process. A copy of the Long Term Strategy and Action Plan is attached at pages A5 to A23.

ISSUES

Progress Since Last Review

This is summarised in the table below. A more detailed description of Issues/Areas of Work is provided earlier in this report.

Issues/Areas of Work	Progress Since Last Review
Delegated Powers of Te Taumata Runanga	Incorporated into Te Taumata Runanga 2005/2006 Work Programme
Maori Representation on Other Standing Committee's	One member appointed to City Development Committee. This appointment is to be reviewed after 12 months
Joint Workshops	The Vision Day and Relationships with Maori workshops in 2005
Rangatira to Rangatira Forum	Incorporated into Te Taumata Runanga 2005/2006 Work Programme
Honorarium	Chairperson of Te Taumata Runanga
Remunerations	Committee Members meeting fees and travel costs
Relationship between the Council and Te Taumata Runanga	Encompassed in Terms of Reference for the upcoming Te Taumata Runanga Review
Representation on Te Taumata Runanga	Encompassed in Terms of Reference for the upcoming Te Taumata Runanga Review
Te Taumata Runanga and its recommendations	Encompassed in Terms of Reference for the upcoming Te Taumata Runanga Review
Te Taumata Runanga Induction	Incorporated into Te Taumata Runanga 2005/2006 Work Programme

It is recommended that those issues not already encompassed by this review are given consideration by Te Taumata Runanga as to whether they are still relevant. If so the respective recommendations will be automatically carried through to the current review recommendations.

Scope of the Review

The scope of the 2004 review of Te Taumata Runanga focussed on the following:

- Fields of Activity (as outlined in the register of delegations to Committees and Community Boards): The Committee was invited to provide feedback on whether the fields of activity of Te Taumata Runanga were relevant to the Committee or to the expectations of the Maori community in relation to effective Maori participation;

A13

- Delegated Powers (as outlined in the register of delegations to Committees and Community Boards): Members explored the potential benefits and impacts of the delegated powers of the Committee;
- Membership: The Committee was invited to comment on its structure and the way in which membership is determined;
- Other Methods of Engagement: The Committee was invited to discuss other options of Maori participation in the Council's governance, such as co-option onto other Standing Committees, and the Committee's long term interest to increase Maori representation on the Council.

This review process is an opportunity for Members to evaluate Te Taumata Runanga, what is working well, what could be improved and so on. It is proposed that the scope of the upcoming review is broader than that of the last, and that input both from the Maori community and from the Council is sought. This is to ensure that the Committee is able to evaluate all areas of its activity, and that it is responsive to its key stakeholders. However, the review will focus on issues relating to the function and structure of Te Taumata Runanga as opposed to issues more appropriately incorporated into its Long Term Strategy and Action Plan, which will be reviewed separately.

Therefore it is proposed that the scope of the review encompass the following broad areas:

1. Structure of Te Taumata Runanga

- a. Membership: Since its inception, the range of Maori organisations represented on the Committee has been altered a number of times. Examples are the addition of Te Roopu Puawai o Waitakere to recognise a rangatahi perspective (formerly Te Roopu Rangatahi o Waitakere), and the removal of the Henderson Maori Committee, as this ceased to operate. Te Taumata Runanga may again like to review its membership to ensure that it reflects the breadth and depth of sectors within the Maori Community of Waitakere.
- b. Delegated Authorities: Te Taumata Runanga has from time to time come across limitations in the scope of its decision making ability. For example, the Committee has often discussed a desire to be able to allocate funding to Maori organisations, similarly to Community Boards and certain Subcommittees. In the context of providing opportunities for Maori to contribute to decision making, the Committee may want to consider whether the scope of its delegated authority is sufficient.
- c. Representation on other Committees: Te Taumata Runanga makes appointments to a range of external organisations and internal Committees. In the context of its own strategic priorities, the Committee may want to consider the relevance of these appointments, the process of appointments and whether there are other worthwhile appointments that can be made.
- d. Subcommittees: In order to allow focussed discussion and progress on areas of strategic importance to Te Taumata Runanga, particularly the Maori community outcomes and to create an opportunity for input from community members or experts, the Committee may like to consider the establishment of Subcommittees. From time to time Te Taumata Runanga establishes working parties to give attention and progress short term projects. Furthermore Te Taumata Runanga is also represented on steering groups for various projects, such as the development of Maori outcomes for the Long Term Council Community Plan, or the Maori Creative Sector Cluster. As part of Te Taumata Runanga deliberations on the establishment of its own Subcommittees, there is an opportunity for Te Taumata Runanga to provide leadership in areas of ongoing strategic importance to Maori, such as social wellbeing and economic development.

A14

2. Capacity of Te Taumata Runanga

- a. Capacity of Members: The Committee has previously identified the need to provide an induction for new and existing Members covering a range of topics, including the Te Taumata Runanga Long Term Strategy and Action Plan, Council processes etc. The Committee has also recommended developing clear role descriptions, outlining its expectations of Members. Te Taumata Runanga may like to consider additional capacity building requirements of Members, how it can work to Members' strengths, whether there is a need for specialist skill or advice in certain areas and how this can be obtained.
- b. Resourcing Participation: Apart from provision of meeting fees for monthly meetings and reimbursement for travel expenses, participation of Te Taumata Runanga Members in various Council activities is on a voluntary basis. The Chairman's honorarium enables a degree of participation, but wider membership are still called on to support a number of activities. Te Taumata Runanga may like to consider how participation of Members can be adequately resourced in areas of strategic priority.

3. Relationship between Te Taumata Runanga and the Waitakere Maori Community

- a. Awareness Raising: Te Taumata Runanga has previously identified the need to raise awareness within the Maori community regarding the Committee and its function. It has also identified the importance of encouraging awareness within member organisations, such that their representatives on the Committee are fully supported and are effective in their roles. The Committee may like to further consider strategies for achieving increased awareness within the community.
- b. Appointments: Te Taumata Runanga has successfully appointed members of the Maori community to various internal and external structures, particularly when those individuals have a particular interest or expertise in the given area. The Committee may like to consider establishing a register of individuals to facilitate appointments to such structures, or other ways of expanding Maori representation.

4. Relationship between Te Taumata Runanga and the Council

- a. Mutual Understanding: Te Taumata Runanga recognise the importance of maintaining relationships with Elected Members for a number of reasons; foremost of these is so that the Council is aware of Maori community issues and aspirations, and take these into account in their decision making. The Committee have recommended regular workshops with the Council to affirm this relationship, and to this end the Committee may want to outline a number of specific issues they would like to workshop with the Council, and invite the Council to do the same.
- b. Standing Committees: Te Taumata Runanga currently has one representative on the City Development Committee. Though this is to be reviewed in a separate process, Te Taumata Runanga may like to reflect on its representation on City Development Committee over past months and anticipate the opportunity for broadening this representation as part of this review.

5. Processes of the Council as they relate to Te Taumata Runanga

- a. Te Taumata Runanga may like to consider the way issues are identified, presented and followed through by officers, and how this process can be improved.

AIS

- b. The Committee may also like to consider how it can have more robust, strategic input into the policy programme of the Council.
6. Processes of the Council as they relate to the Maori Community
 - a. Te Taumata Runanga may like to give consideration to any broad opportunities for the Council to improve participation by Maori in decision making and what this means in terms of the Council's processes.

Members are invited to comment on and review the proposed scope as outlined above.

Proposed Process for Te Taumata Runanga Review

1. Management of Review Process

The Maori Relationships Manager, supported by other Council staff as appropriate, will be responsible for managing the review.

2. Appointment of Consultant

Given the proposed scope of the review it is recommended that a consultant is engaged to support the Maori Relationships Manager in managing this process. The scope of services will be addressed in detail in a subsequent report, however in summary it will include:

- a. Organisation and facilitation of workshops and hui;
- b. Conducting interviews with key informants;
- c. Analysis of feedback;
- d. Preparation of a report summarising issues and recommendations;

In accordance with the Council's policy for procurement of specialised professional services, quotes will be invited from a minimum of three suppliers. A shortlist of suppliers will be prepared and presented to Te Taumata Runanga in a subsequent report.

Candidates will need to demonstrate the following competencies:

- a. Strong understanding of Local Government processes, particularly as they relate to Maori;
- b. Facilitation and event management;
- c. Research, report writing and analysis;
- d. Experience in Maori community engagement and consultation;
- e. Familiarity with Waitakere City Maori community networks.

3. Te Taumata Runanga Working Party

In order to assist the Committee to have an active role in guiding this review process, it is recommended that a working party is established. The Terms of Reference for the working party should be to provide guidance with respect to the implementation of the review, including issues such as workshop content, hui venues, key informants etc., and to discuss any other matters considered appropriate by the Maori Relationships Manager. The Committee may like to consider appointing Councillors to this Working Party to ensure there is a conduit of information between the Council and Te Taumata Runanga regarding the review.

4. Consultation with Mana Whenua

A16

Discussions with representatives of Te Kawerau a Maki Trust, Te Runanga o Ngati Whatua and Ngati Whatua ki Orakei Maori Trust Board will be undertaken regarding the review, with any recommendations to be presented to the Committee for consideration.

5. Te Taumata Runanga Workshops

To allow the Committee to discuss issues outlined in the scope of the review in depth, it is recommended that a minimum of three workshops are held, and are open to both Members and their alternates. These workshops would be spaced across the duration of the review process, the first being in November 2006, and the final being held by July 2007.

6. Workshop with Councillors

In addition to the above workshops, it is recommended that a combined Te Taumata Runanga/Council workshop is held, to allow for input from Elected Members and to keep them informed of any potential outcomes of the review.

7. Community Hui

It is important that Maori living in Waitakere have an opportunity to contribute to the review, as the Committee is a vehicle for their participation in the Council's decision making. It is recommended that up to two hui are held, and at different venues, to provide adequate opportunity for members of the Maori community to attend.

8. Interviews with Key Informants

In order to ensure that the thoughts of key community leaders can be incorporated into the review, it is recommended that a number of interviews are held; for example with current and past Chairpersons, those who in the past have had a role in shaping Te Taumata Runanga, or leaders of key Maori organisations in the City.

9. Recommendations from the Review

Though opportunity should be provided for input from its key stakeholders, it is important that Te Taumata Runanga itself decide on which recommendations it adopts and how these are progressed. It is advisable though that the Council remain informed of key issues from the review, as they may have to ratify certain recommendations.

10. Presentation of Recommendations to the Council

The review process will culminate with the presentation of recommendations to the Council for their information, and where relevant, their approval.

Alongside this process, Council staff have started looking how Council can better support the work of Te Taumata Runanga, including the development of a broader programme of work for Te Taumata Runanga to consider.

Next Steps

The proposed next steps and timeframes for the review are outlined below:

Action	Timeframe
Review report received and working party established	October 2006
Preferred consultant selected	November 2006
First Te Taumata Runanga workshop	December 2006

AM

Second Te Taumata Runanga workshop	February 2006
Community Hui	March-April 2006
Combined Te Taumata Runanga/Council workshop	April 2006
Third Te Taumata Runanga workshop	May 2007
Review recommendations approved at Te Taumata Runanga meeting	July 2007
Review report and recommendations presented to full Council	August 2007
Local Body Elections/Te Taumata Runanga goes into recess	October 2007
Report to newly elected Council recommending re-establishment of Te Taumata Runanga	November 2007

RESOURCES

The resources required for Te Taumata Runanga review have been provided for in the 2006/2007 Annual Plan.

CONCLUSION

Te Taumata Runanga is required under its delegations to undergo a review prior to each triennial local body election, and the outcomes from this review are to be forwarded to the Council for further consideration. The review is also an opportunity to evaluate itself, what is working well, what could be improved and so on. The Terms of Reference and the scope of the review outlined in this report is broader than the 2004 review, so that the Committee has an opportunity to consider the full spectrum of its activities to enhance the way it functions, and to invite contributions from its key stakeholders to this end. The proposed Terms of Reference for the review are provided for consideration by Te Taumata Runanga.

RECOMMENDATIONS

1. That Te Taumata Runanga Review report be received.
2. That the Terms of Reference for the review of Te Taumata Runanga, which outlines its proposed scope, process and timeframes, be approved.
3. That a working party be established to provide guidance to the Maori Relationships Manager with respect to the implementation for the review of Te Taumata Runanga, including issues such as workshop content, hui venues, key informants etc., and to discuss any other matters considered appropriate by the Maori Relationships Manager.

Report prepared by: Wayne Knox, Maori Relationships Manager.

AIG