

NOTICE OF THE FIRST MEETING OF THE 2004 - 2007

TE TAUMATA RUNANGA

Pursuant to Clause 21 of Schedule 7 of the Local Government Act 2002, I hereby give notice that the First Meeting of Te Taumata Runanga will be held on:-

DATE: **Monday, 13 December 2004** **TIME:** **5.00 pm**

VENUE: **Civic Centre, 6 Waipareira Avenue, Lincoln, Waitakere City**

to consider the business as set out herein and to take any necessary action connected therewith.

8 December 2004

Ngareta Delamere
COMMITTEE SECRETARY

Telephone (09) 836 8000 extn 8552

MEMBERSHIP:

Representative

F Delamere
To Be Advised
M Te Huia
TW Taua, MNZM
W Hetaraka
P Northcroft
K Parata
E Taumaunu
K Wikiriwhi
R Waititi
Cr PJ Booth, OBE
Cr JP Lawley

Alternative Representative

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

Mayor RA Harvey, QSO, JP (ex officio)
Deputy Mayor CA Stone (ex officio)

(Quorum 6 members)

★ ★ ★ ★ ★ ★ ★ ★ ★ ★

(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 THE FIRST MEETING OF THE 2004 - 2007 TE TAUMATA RUNANGA
TO BE HELD IN THE CIVIC CENTRE, 6 WAIPAREIRA AVENUE, LINCOLN,
WAITAKERE CITY, ON MONDAY, 13 DECEMBER 2004,
COMMENCING AT 5.00 PM.**

TABLE OF CONTENTS

<u>ITEM</u>	<u>PAGE NO.</u>
OPENING KARAKIA	1
MIHIMIHI	1
1 APOLOGIES	1
2 DECLARATION OF MEMBERS	1
3 ELECTION OF CHAIRPERSON	2
4 ELECTION OF DEPUTY CHAIRPERSON	3
5 STATUTORY BRIEFING	4
6 ADOPTION OF MEETING SCHEDULE	8
7 ADOPTION OF STANDING ORDERS	9
8 ADOPTION OF ORDER OF BUSINESS	9
9 TE TAUMATA RUNANGA APPOINTMENTS TO COMMITTEES	10
10 COMMUNITY BOARD APPOINTMENTS TO AD HOC AND EXTERNAL ORGANISATIONS	10
11 PUBLIC FORUM	12
12 COMMITTEE MEMBERS' REPORTS	12
13 CHIEF EXECUTIVE'S REPORT	12
14 COMMEMORATING WAITANGI DAY CELEBRATIONS, 6 FEBRUARY 2005	13
15 COMMUNITY SPORT FUND ALLOCATION SUBCOMMITTEE REPRESENTATIVES	14
16 URGENT BUSINESS	16
17 NEXT MEETING	16

**AGENDA FOR THE FIRST MEETING OF THE 2004 - 2007 TE TAUMATA RUNANGA
TO BE HELD IN THE CIVIC CENTRE, 6 WAIPAREIRA AVENUE, LINCOLN,
WAITAKERE CITY, ON MONDAY, 13 DECEMBER 2004,
COMMENCING AT 5.00 PM.**

In accordance with Clause 21 (4) of Schedule 7, as read with Section 54(2), of the Local Government Act 2002, the meeting shall be chaired by the Chief Executive or his nominee until the election of the Chairperson required by Clause 21 of Schedule 7 of that Act.

The Chief Executive or his nominee, accompanied by the Mayor, will open the meeting and members of the Committee will be welcomed.

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 whakatapuranga, kia kaha, kia manawanui, kia u. Kia mau hoki ki te whakaponu, 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 toru o Hakihea rua mano ma wha tenei tau - 2004.”

“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

Alternative Representative

- | | | |
|-----------------|--------------|--|
| • F Delamere | Rev J Cooper | Hoani Waititi Marae |
| • M Te Huia | M Wellington | Te Atatu |
| • TW Taua, MNZM | W Knox | Te Kawerau A Maki |
| • W Hetaraka | A Lauese | Te Piringa Tahī O Te Maungarongo Marae |
| • P Northcroft | T Moanaroa | Te Roopu Kaumatua O Waipareira |
| • K Parata | T Tangihaere | Te Roopu Puawai O Waitakere |
| • E Taumaunu | J Mariu | Te Roopu Wahine Maori Toko I Te Ora |
| • K Wikiriwhi | A Hudson | Te Runanga O Ngati Whatua |
| • R Waititi | N Glavish | Te Whanau O Waipareira Trust |

Councillors (as appointed to Te Taumata Runanga by Council on 28 October 2004)

- Cr PJ Booth, OBE
- Cr JP Lawley



3 ELECTION OF CHAIRPERSON

Pursuant to Clause 25, as read with Clause 26(3) of Schedule 7 of the Local Government Act 2002, Te Taumata Runanga is required to elect a Chairperson 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 26(3), 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 or his nominee will call for nominations for the position of Chairperson. In the event that more than one nomination is received the Council will be asked to determine the basis of voting (ie. as provided by either System A in subclause(3) or System B in subclause (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 Committee is then requested to elect a Member to be Chairperson.

RECOMMENDATIONS

1. That the information be received.
2. That Te Taumata Runanga elect one member to be Chairperson of Te Taumata Runanga.



4 ELECTION OF DEPUTY CHAIRPERSON

Pursuant to Clause 25, as read with Clause 26(3) of Schedule 7 of the Local Government Act 2002, the Committee may wish to appoint a Deputy Chairperson.

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

RECOMMENDATIONS

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



5 STATUTORY BRIEFING

PURPOSE OF THE REPORT

A1

The purpose of this report is to provide Members with the statutory briefing required by Clause 21(5)(c) of Schedule 7 of the Local Government Act 2002 a copy of Clause 21 is attached at page A1.

BACKGROUND

At a workshop that will be held on 13 December 2004, prior to Te Taumata Runanga meeting, Members will be given a more detailed briefing on some of the matters discussed below. At the time of circulation of the agenda Members will be sent a separate bundle of papers in a supplement containing extracts of the relevant statutory provisions referred to in this briefing to enable more convenient filing for future reference as required.

LOCAL GOVERNMENT OFFICIAL INFORMATION & MEETINGS ACT 1987 (LGOIMA)

As the title to the Act makes clear, the statute is concerned with the availability of official information to the public and the conduct of meetings of the local authority.

Information held by a local authority, which includes information held by Members, and extends to include both written information, electronic information and knowledge known to Members, must be made available on request unless good reasons exist for withholding disclosure of the information. Sections 6 and 7 of Local Government Official Information and Meetings Act set out grounds for withholding disclosure of information which include:

- The maintenance of law and order, the protection of people's safety and the prevention of crime;
- The protection of individual privacy, information given in confidence, the avoidance of prejudice or loss to Members of the public and maintaining the effective conduct of public affairs through free and frank expressions of opinion;
- Maintaining legal professional privilege and protecting sensitive commercial information and negotiations.

Where a request for disclosure of information is made, there are statutory time limits within which the request must be dealt with. If disclosure is refused, that decision can be reviewed by the Ombudsman.

The grounds for excluding the public from a meeting of the Council, or a Committee or Community Board under s.48 of Local Government Official Information and Meetings Act also turn on the provisions of s.7 of Local Government Official Information and Meetings Act. Where the public is excluded, the resolution must state the general nature of the matter being discussed, the reasons for excluding the public and identify those persons who may remain at the meeting (other than Councillors or Council officers).

Where a matter is the subject of a resolution excluding the public, or information is otherwise protected from disclosure, the Council is obliged to respect the decision to withhold that information. It may be a breach of the Councillor's duties to the Council, and to any person with whom the Council may have been dealing, to make disclosure of that information.

Sections 52 and 53 of Local Government Official Information and Meetings Act set out the circumstances of qualified privilege that attach to statements contained in an agenda or minutes of an open meeting of the Council or a Committee or a Community Board or made in an oral statement of a local authority meeting. Anything that might be defamatory is protected unless the nature of the statement was predominately motivated by ill will or took improper advantage of the occasion of publication. Oral statements made at a meeting will only be protected if made in accordance with Standing Orders (ie. meeting rules).

THE LOCAL AUTHORITIES (MEMBERS' INTERESTS) ACT 1968

This Act is concerned with the pecuniary interests of Members arising out of contracts entered into between the Council and a Member (s.3) or in respect of matters for discussion before the Council in respect of which a Member may have a direct or indirect pecuniary interest and which is not an interest which the Member holds in common with Members of the public (s.6). Interests held by a Member are extended by deeming provisions to include interests held by the Member's spouse or any company in which the Member is interested.

Payments under contracts may not exceed \$25,000 including GST in any financial year. Section 3(3)(j) contains a specific exemption for Community Board Members in relation to contracts entered into by the Council for works which are outside the particular Board's area and in respect of which the Board has no jurisdiction or control. A breach of this requirement results in automatic loss of office and a Member who continues to act while disqualified can be liable on conviction to a fine not exceeding \$200 (ss.4 & 5).

A Member taking part in discussion or decision-making on a matter in respect of which the Member has a direct or indirect pecuniary interest commits an offence and is liable on conviction to a fine not exceeding \$100 and is automatically disqualified from office on the entry of that conviction (s.7).

The rules relating to pecuniary interests are complex and difficult to apply in practice. Members have been provided with a copy of the booklet "Conflicts of Interest" published by the Controller & Auditor-General dated August 2004 which is excellent reference material for Members to fully inform themselves as to the issues which arise in relation not only to pecuniary interests but also conflicts of interest generally. The booklet explains the exemption powers of the Auditor-General, the process for seeking an exemption, and also sets out some frequently asked questions and relevant case law.

When a pecuniary interest arises it is not sufficient for a Member to merely declare his or her interest. The Member must not participate in the discussion. If the Member is present when the matter arises, the interest must be disclosed and the minutes must record the member's abstention from discussion and voting, for the protection of both the Member's and the Council's position.

Having declared an interest the Member should leave the Council table. The Member may leave the Chamber (if this occurs that action should be recorded in the minutes) during discussion and voting. If the matter under discussion occurs at the meeting from which the public has been excluded, the Member must leave the Chamber. If the meeting is one in respect of which the public had not been excluded, it is acceptable for the Member to withdraw and take a seat in the public gallery. Once the member has withdrawn, his or her speaking rights are the same as a member of the public but in any case where speaking rights are granted care must be taken not to exercise influence on decision-making because of the Member's position as an Elected Member.

THE CRIMES ACT 1961

Sections 105 and 105A of the Crimes Act 1961 are concerned with corruption and bribery. Section 105 provides for imprisonment for up to seven years for any official accepting, receiving, agreeing or attempting to obtain any bribe even for the official or any other person for any act done or permitted in his or her official capacity. Section 105A provides a similar term of imprisonment for any official who "corruptly uses or discloses any information acquired by him in his official capacity to obtain directly or indirectly any advantage or pecuniary gain for himself or any other person". In Section 99 of the Crimes Act "official" includes any member or employee of a local authority and "bribe" means money, valuable consideration, office or employment or any benefit whether direct or indirect.

THE SECRET COMMISSIONS ACT 1910

This Act applies where a member uses his or her position in return for some gift or other consideration to influence the Council's actions or decisions so as to benefit any person. The Act applies to any Member or officer of any local authority and deems that person to be the agent of the local authority.

Section 3 of the Act makes it an offence to corruptly give or offer anything to the agent as an inducement to reward for acting in a particular way. It is also an offence for the agent to receive a gift or other consideration (s.4).

Section 5 requires an agent making a contract on behalf of a principal to disclose to the principal any pecuniary interest which the agent has and which is not already known to the principal. Section 8 makes an offence to obtain a secret commission for procuring a contract.

The penalties for breach of the provisions of the Secret Commissions Act can be fine up to \$1,000 and imprisonment for up to 2 years.

SECURITIES ACT 1978

Clause 21 of Schedule 7 of the Local Government Act 2002 refers to this Act but the circumstances where the provisions of the Act may be relevant to Members of Waitakere City Council are not common. The Act deals with issues surrounding the accuracy of statements made in formal documentation accompanying an issue of share securities or debt securities to the public. The circumstances where a local authority is involved in a share issue is rare. The circumstances where a local authority issues debt securities is more common but still not very frequent. It is sufficient for the purposes of this briefing to say that in circumstances where there are public issues of share or debt securities care must be taken to ensure the accuracy of the information contained in the statutory documentation. In circumstances where the information published is wrong or misleading a civil claim may lie and an offence can be committed in respect of which the penalties are severe (up to five years imprisonment and a fine up to \$300,000 and if the offence is a continuing offence, a fine not exceeding \$10,000 for every day).

LIABILITY OF MEMBERS

Section 43 of the Local Government Act 2002 provides that Members are not personally liable for the debts or liabilities incurred by the Council except as set out in ss.46 and 47. However any Member (or officer) who incorrectly represents that he or she has Council authority to enter into a commitment on Council's behalf may face a claim for breach of warranty of authority if the Council does not subsequently ratify the unauthorised Act. The claim for breach of warranty of authority will be for the losses suffered by the other party as a consequence of that party's inability to enforce its contractual obligations against the Council.

Sections 46 and 47 of the Local Government 2002 are commonly referred to as the “surcharge” provisions. In the circumstances set out in those sections, Members will individually be liable for losses incurred where money is unlawfully expended, an asset is unlawfully sold, a liability unlawfully incurred or there is a failure to enforce the collection of money lawfully owing to the Council. Defences are available where the actions occur without the Member’s knowledge, or with the Member’s knowledge but against the Member’s protests, or contrary to the manner in which the Member voted when the matter came before the local authority or where the Member relied upon professional expert advice or a senior employee of the local authority. The liability of Members who are the subject of a surcharge is joint and several. A Member who is required to make payment of the surcharge in full is entitled to contribution from the other liable Members, to the extent (if any) of the financial ability of the others to make that contribution.

A Member who is concerned that a decision of the Council may give rise to the potential for a surcharge and who has voted against the matter should ensure that his or her vote be recorded in the minutes of the meeting.

GENERAL DUTIES

The Council’s powers and obligations are contained in a large number of statutes, but principally the Local Government Act 2002 and the remnants of the Local Government Act 1974. These Acts set out the purposes and structure of local government and the range of activities which local authorities are authorised to undertake.

A decision of a local authority may be struck down if it is outside the powers of a local authority (*ultra vires*), if relevant considerations were ignored or irrelevant considerations were taken into account or the decision reached was “irrational” (in the public law sense i.e. that no other public body properly informed and acting properly could have reached this decision).

A Council delegates most of its decision-making to Committees, Community Boards, the Chief Executive and through the Chief Executive to other employees. Individual Councillors or Community Board Members have no power to make decisions or otherwise bind the Council other than where specifically authorised by Council. Your oath of office requires that you place the interests of the Community ahead of your personal interests, beliefs or opinions in any party politics. You may not blindly follow one point of view and disregard other factors.

Members are expected to hold views on issues and may express those views in appropriate circumstances. However the oath of office may mean on occasion that your obligation to the community will require you to exercise circumspection, or at times to keep your views to yourself. In particular, you should be careful always to ensure that you do not take a position on a matter which may later be used to show bias or predetermination. You must always be open to consider other points of view.

RECOMMENDATION

That the Statutory Briefing be received.

Report prepared by: Denis Sheard, Legal Services Manager.



ADOPTION OF MEETING SCHEDULE

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 the Board until December 2005 is as follows:

Monday	14 February 2005	5.00 pm
Monday	14 March 2005	5.00 pm
Monday	18 April 2005	5.00 pm
Monday	16 May 2005	5.00 pm
Monday	13 June 2005	5.00 pm
Monday	18 July 2005	5.00 pm
Monday	15 August 2005	5.00 pm
Monday	19 September 2005	5.00 pm
Monday	17 October 2005	5.00 pm
Monday	14 November 2005	5.00 pm
Monday	12 December 2005	5.00 pm

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

RECOMMENDATIONS

1. That the information be received.
2. That Te Taumata Runanga adopt the meeting dates and times for the Committee's meetings as follows:

Monday	14 February 2005	5.00 pm
Monday	14 March 2005	5.00 pm
Monday	18 April 2005	5.00 pm
Monday	16 May 2005	5.00 pm
Monday	13 June 2005	5.00 pm
Monday	18 July 2005	5.00 pm
Monday	15 August 2005	5.00 pm
Monday	19 September 2005	5.00 pm
Monday	17 October 2005	5.00 pm
Monday	14 November 2005	5.00 pm
Monday	12 December 2005	5.00 pm

3. That the venue for Te Taumata Runanga meetings be the Waitakere City Council, Civic Centre, 6 Waipareira Avenue, Lincoln, Waitakere City.



ADOPTION OF STANDING ORDERS

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 Committee has traditionally adopted Waitakere City Council Standing Orders.

RECOMMENDATIONS

1. That the information be received.
2. That the Standing Orders of the Waitakere City Council be adopted for the 2004-2007 term of the Board and that any amendments made by Council during the term be taken as adopted by the Committee.



8 ADOPTION OF ORDER OF BUSINESS

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

A suggested Order of Business is as follows:

ORDER OF BUSINESS

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

RECOMMENDATIONS

1. That the information be received.
2. That the Committee determine the Order of Business for its meeting during the 2004-2007 term of the Committee.



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 Long Term Council Community Plan and Annual Plan Special Committee.

The matter is forwarded accordingly for Te Taumata Runanga's determination.

RECOMMENDATIONS

1. That the information be received.
2. That Te Taumata Runanga nominate one member 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 approve the 2005/2006 Annual Plan.



10 COMMUNITY BOARD APPOINTMENTS TO AD HOC AND EXTERNAL ORGANISATIONS

This item is brought forward to enable Te Taumata Runanga to consider the voluntary appointment of a representative on the following organisations.

Organisation	Aim / Purpose / Role	Meetings	Number to be Appointed	Appointed in 2001 - 2004 Term
Keep Waitakere Beautiful	To create a beautiful, functional environment through community action and pride. Our objective is to develop a programme of community volunteerism. Keep Waitakere Beautiful seeks to actively involve residents in the beautification of their community. This involvement includes tree planting, re-vegetation of stream sides, removal of illegally dumped rubbish and litter, and the removal of environmental weeds.	Monthly	1 Te Taumata Runanga Member	Fraser Delamere
Safe Waitakere Alcohol Project	To reduce alcohol related harm and to promote safe alcohol environments in Waitakere City.	As required - depending on the issues being addressed.	1 Te Taumata Runanga Member	Poata Northcroft
Safe Waitakere Injury Prevention (SWIP) Board	To promote injury prevention in the City.	Monthly or Bi-Monthly	2 Te Taumata Runanga Members	Poata Northcroft and Mihi Te Huia

Organisation	Aim / Purpose / Role	Meetings	Number to be Appointed	Appointed in 2001 - 2004 Term
Waitakere Education Sector Trust (WEST)	The Waitakere Education Sector Trust, launched in 2001, was established to provide a major vehicle for collaboration within and across the education sector in Waitakere City. It aims to develop and promote a strong and ongoing relationship between schools, local government, Maori, Ministry of Education, the community and other education stakeholders. Stemming from an initial partnership between the Council and the Waitakere Area Principals Association, Waitakere Education Sector Trust now has representatives from a number of stakeholder groups and has the potential to develop into the key umbrella network for education in Waitakere City.	Monthly	2 Te Taumata Runanga Members	Mere Tunks And Carol Ngawati
Waitakere Arts And Cultural Development Trust	To develop arts and cultural facilities and activity across the Waitakere City with an initial focus on the development of a broad-based arts and cultural centre at the Corban Estate.	Monthly	1 Te Taumata Runanga Member	Rev Judy Cooper

RECOMMENDATIONS

1. That the information be received.
2. That the Board appoint representatives to the Ad hoc and External organisations as outlined in the agenda report.

Report prepared by: Ngareta Delamere, Committee Secretary.



PUBLIC FORUM

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

- (i) members of the public wishing to address the Board in Public Forum shall furnish their names to the Chairperson at the beginning of the meeting; and
- (ii) the Chairperson 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.



12 COMMITTEE MEMBERS' REPORTS

Provision has been made on this agenda for Committee Members should they so wish to submit a report on their activities during the month in regard to matters within the scope and delegations of the Committee. However, to comply with the provisions of the Local Government Official Information and Meetings Act 1987, no decision may be made on matters raised in Committee Members' reports.



13 CHIEF EXECUTIVE'S REPORT

Provision has been made for the Chief Executive, 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.



COMMEMORATING WAITANGI DAY CELEBRATIONS, 6 FEBRUARY 2005

PURPOSE OF THE REPORT

The purpose of this report is to provide information to Te Taumata Runanga on the proposed Commemorating Waitangi Day Fund commemorations and to explore with the Committee (Komiti) a possible collaborative approach to staging the event.

BACKGROUND

The Ministry of Culture and Heritage administers a Commemorating Waitangi Day Fund to assist community celebrations of Waitangi Day. Council made a submission to this fund last year and received a grant of \$6,000. The inaugural Waitangi Day Marae Open Day in Waitakere City was held on 6 February 2004.

STRATEGIC CONTEXT

Council has a strategic priority within its Long Term Council Community Plan focussed on the Treaty of Waitangi. Part of this principle is to provide for improved community access to knowledge around the Treaty and Tikanga Maori. Marae open days around Waitangi Day is a positive way of providing access to this knowledge.

ISSUES

Following last years successful event, the Maori Issues Manager has again begun discussions with participating Marae, including Hoani Waititi, Te Kotuku and Te Piringatahi O Te Maungarongo.

An application has again been made for funding to the Ministry of Culture and Heritage. The Maori Issues Manager has received an affirmative response, and \$5,000 has been allocated for next year's event.

Waitakere City Council has also approved \$3,000 in the Annual Plan 2004/2005 for the Waitangi Day Marae Open Day event which will go towards running costs of this event.

One lot of feedback gained during the planning process with the marae community groups for last years event was that the hosts were concerned that they had to perform key duties of well-being and support on Waitangi Day, and weren't able to have the public holiday themselves like everyone else. This issue is being explored with the groups with respect to the exact timing of any event(s).

The Proposed Framework

It is proposed that in order to explore whether and in what form events are held in 2005, a project group is established.

This group should involve Councillors, Community Board Chairpersons from each Board, Members from Te Taumata Runanga Komiti, a representative from the Pacific Island Advisory Board, Waitakere Ethnic Board Chair and members from other interested community groups, together with staff. It is proposed that the Chair of Te Taumata Runanga will Chair the group.

The project team will fully explore design and implementation strategies for hosting an event at the local marae with some financial assistance provided from the Commemorating Waitangi Day Fund 2005.

CONCLUSION

This report provides guidance to Te Taumata Runanga on the progress made and a number of the issues covered with Treaty of Waitangi commemoration. Application for funding assistance has again been applied for and supported by the Ministry of Culture and Heritage to the value of \$5,000. The Council has approved \$3,000 towards this activity in the 2004/2005 Annual Plan.

RECOMMENDATIONS

1. That the Commemorating Waitangi Day Celebrations, 6 February 2005 report be received.
2. That a project group be established to determine the type and timing of the event.

Report prepared by: Warahi Paki, Manager: Maori Issues.



15 COMMUNITY SPORT FUND ALLOCATION SUBCOMMITTEE REPRESENTATIVES

PURPOSE OF THE REPORT

The purpose of this report is to either seek endorsement of the two current representatives from Te Taumata Runanga on the Community Sport Fund Allocation Subcommittee or to nominate two new representatives.

BACKGROUND

At its inaugural meeting on 28 October 2004 the following resolution was accepted:

- “1. That the Council determines the Membership of the Committees as established.
2. That the Council determines the membership of Committees and appoints the Chairpersons and Deputy Chairpersons as follows:
Community Sport Fund Allocation Subcommittee
Chairperson: JP Lawley
Members
 - 1 representative from each Community Board
 - 1 Representative from Waitakere Regional Sports Trust
 - 2 Representatives from the Maori Community recommended by Te Taumata Runanga
 - 1 Representative from the Pacific Island Community recommended by the Pacific Islands Advisory Board
 - 2 Representatives from the Community*The members of the Community Sport Fund Subcommittee from Te Taumata Runanga in the last term of Council were:*
Evelyn Taumaunu
Karen Wikiriwhi
3. That the Mayor and the Deputy Mayor be appointed *ex officio* members of all Committees except the Hearings Special Committee, Community Sport Fund Allocation Subcommittee, Creative Communities Scheme Allocation Subcommittee, Regional Arts and Culture Funding Allocation Subcommittee, and Kay Road Balefill Site Management Committee.”

STRATEGIC CONTEXT

The Community Sport Fund Allocation Subcommittee allocates funding from the Community Sport Fund. Through its strategic documents and adoption of the Strong Communities Platform, Council outlines its commitment to undertaking initiatives that will contribute to making Waitakere City a safe, healthy place to live and to improving local leisure and recreation opportunities and choices. Through adoption of First Call for Children, Council has also stated its commitment to proactively supporting children, young people and their families in Waitakere City. Direct financial assistance to organisations providing activities to train volunteers and get people more active assists Council's commitment to these policies.

ISSUES

Te Taumata Runanga representatives are sought for the Community Sport Fund Allocation Subcommittee in order to help ensure recognition of issues relating to sport in the Maori Community are taken into consideration in the decision making process.

The duties include a workshop to familiarise them with the history of the fund, followed by two meetings per year, one to decide on the process of allocation of the fund and another to allocate funding for 2005.

RESOURCES

There are no additional financial or staffing requirements in regard to this matter.

CONCLUSION

Two representatives are required to be nominated from Te Taumata Runanga for the Community Sport Fund Allocation Subcommittee

RECOMMENDATIONS

1. That the Community Sport Fund Allocation Subcommittee Representatives report be received.
2. That Te Taumata Runanga nominate two representatives for the Community Sport Fund Allocation Subcommittee for appointment by the Arts and Events Special Committee.

Report prepared by: Jan Brown, Community Assistance Administrator.



URGENT BUSINESS

Section 46A(7) of the Local Government Official Information and Meetings Act 1987 provides that where an item of business is not on the agenda, it may only be dealt with at the meeting if:

- (i) the Committee by resolution so decides; and
- (ii) the Chairperson has explained at the beginning of the meeting (when open to the public) that the item will be raised for discussion and decision, why the item is not on the agenda, and why it cannot be delayed until a subsequent meeting.

The Committee may make a decision on a matter determined to be urgent.

NOTE: Urgent Business need not be dealt with now and may be delayed until later in the meeting.



17 NEXT MEETING

The next meeting of Te Taumata Runanga will be held in the Civic Centre, on Monday, 14 February 2005, 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, 15 December 2004, commencing at 5.30 pm.

