

**I give notice that  
a Tūrangi Co-Governance Committee Meeting will be held on:**

<b>Date:</b>	<b>Wednesday, 1 March 2023</b>
<b>Time:</b>	<b>9:30am</b>
<b>Location:</b>	<b>Tūrangitukua Building 130 Atirau Road Tūrangi</b>

# AGENDA

## MEMBERSHIP

**Co-Chair** Mayor David Trewavas  
**Co-Chair** Mr Te Takinga New

**Members** Member Christian Asher  
Member Lauren Fletcher  
Cr Sandra Greenslade  
Member Amanda Martin  
Cr Kevin Taylor  
Member Amy Walker

## Quorum

4

Two (2) members of each Partner to the Mana Whakahono a Rohe Agreement between Ngāti Tūrangitukua and Taupō District Council (with one of Council's members being an elected member of Council).

**Gareth Green**  
**Chief Executive Officer**

## Order Of Business

- 1 **Karakia**
- 2 **Whakapāha | Apologies**
- 3 **Ngā Whakapānga Tukituki | Conflicts of Interest**
- 4 **Whakamanatanga O Ngā Meneti | Confirmation of Minutes**  
Nil
- 5 **Ngā Kaupapa Here Me Ngā Whakataunga | Policy and Decision Making**
  - 5.1 Election of Co-Chair for the Meeting.....3
  - 5.2 Mihimihi - Introductions .....4
  - 5.3 Purpose, principles and procedures of the Tūrangi Co-Governance Committee.....5
- 6 **Ngā Kōrero Tūmataiti | Confidential Business**  
Nil

**5.1 ELECTION OF CO-CHAIR FOR THE MEETING**

**Author:** David Trewavas, Mayor

**Authorised by:** David Trewavas, Mayor

**TE PŪTAKE | PURPOSE**

To elect a Co-Chair for the meeting.

**NGĀ KŌRERORERO | DISCUSSION**

In accordance with the Mana Whakahono Agreement, the Tūrangi Co-Governance Committee has two Co-Chairs, one from each Partner to the Agreement. Mr Te Takinga New is Ngāti Tūrangitukua's Co-Chair elect; and Mayor David Trewavas is Taupō District Council's Co-Chair.

There is a need to formally elect a Co-Chair for each meeting. This item enables that to occur. In the event that neither Co-Chair is in attendance at the meeting, a Chairperson must be elected by those members present.

It is intended the proposed Chairperson for each hui would author all of the papers for that meeting, where appropriate.

**WHAKAKAPINGA | CONCLUSION**

It is recommended that the Committee elects Co-Chair Mayor David Trewavas to Chair this hui.

**NGĀ TŪTOHUNGA | RECOMMENDATION(S)**

That the Tūrangi Co-Governance Committee elects Co-Chair Mayor David Trewavas to Chair this hui.

**NGĀ TĀPIRIHANGA | ATTACHMENTS**

Nil

**5.2 MIHIMIHI - INTRODUCTIONS**

**Author:** David Trewavas, Mayor

**Authorised by:** David Trewavas, Mayor

**TE PŪTAKE | PURPOSE**

To enable members to mihi/introduce themselves.

**NGĀ KŌRERORERO | DISCUSSION**

The Tūrangi Co-Governance Committee is intended to operate in a manner that reflects the purpose and principles of the Mana Whakahono between Ngāti Tūrangitukua and Taupō District Council, Ngāti Tūrangitukua tikanga and the co-governance approach to the Committee.

This agenda item formally provides an opportunity for committee members to introduce themselves and share their views, expectations or aspirations around their role on the committee going forward.

**WHAKAKAPINGA | CONCLUSION**

It is recommended that the information is received.

**NGĀ TŪTOHUNGA | RECOMMENDATION(S)**

That the Tūrangi Co-Governance Committee receives the information provided by members by way of mihi/introduction.

**NGĀ TĀPIRIHANGA | ATTACHMENTS**

Nil

**5.3 PURPOSE, PRINCIPLES AND PROCEDURES OF THE TŪRANGI CO-GOVERNANCE COMMITTEE**

**Author:** David Trewavas, Mayor

**Authorised by:** David Trewavas, Mayor

**TE PŪTAKE | PURPOSE**

To provide an overview of the purpose and functions of the Tūrangi Co-Governance Committee as guided by the Mana Whakahono ā Rohe partnership agreement between Ngāti Tūrangitukua and Taupō District Council

To adopt committee procedures that reflect the purpose and principles of the Mana Whakahono, Ngāti Tūrangitukua tikanga and the co-governance approach to the Committee

**NGĀ KŌRERORERO | DISCUSSION**

A key outcome of the Mana Whakahono agreement was the establishment of this co-governance committee tasked with overseeing the implementation of the Mana Whakahono.

Strong partnerships between local authorities and iwi/hapū have never been more important, as the role of Māori in local government processes gains support and momentum.

The aspirations of Ngāti Tūrangitukua in the context of this Mana Whakahono are to:

- be able to make particular decisions over matters within the Ngāti Tūrangitukua rohe;
- fulfil the role the Community Board currently fulfils with respect to the area within the Mana Whakahono boundary;
- ultimately be able to make decisions over all matters within the Ngāti Tūrangitukua rohe;
- have a vehicle where all matters between Ngāti Tūrangitukua and the Council can be facilitated (including discussions about, and any agreements in relation to drinking water, stormwater and wastewater);
- have a strong and functioning relationship with the Council;
- work in partnership with Council, primarily through the Tūrangi Co-Governance Committee (Committee), with respect to particular matters;
- have processes to appropriately manage the Ngāti Tūrangitukua and Council reserves;
- ensure there is a jointly agreed reserve management plan for the reserves;
- work towards a section 33 transfer of powers, functions or duties under the Resource Management Act (RMA);
- ensure adequate resourcing is provided to Ngāti Tūrangitukua to fulfil its responsibilities under this Mana Whakahono;
- enable a smooth transition if there are legislative changes that impact the relationships between the Partners in the future.

Council's aspirations in the context of this Mana Whakahono are to work in partnership with Ngāti Tūrangitukua, reflecting their status as mana whenua and an iwi authority, by working together:

- on the management of reserves within the Mana Whakahono boundary;
- on matters under the RMA;
- to reduce the adverse effects of infrastructure on wāhi tapu;
- to establish the Tūrangi Co-Governance Committee that will benefit the broader public;

- to develop Council policies and regulations that directly affect the Ngāti Tūrangitukua rohe; and
- to establish and maintain agreed processes to enable a strong working relationship.

Members of the committee commit to the following principles under the Mana Whakahono:

- acknowledgement of Ngāti Tūrangitukua as mana whenua over the Ngāti Tūrangitukua rohe;
- recognition of and respect for Te Tiriti o Waitangi and its principles, including partnership, active protection and participation;
- recognition of and respect for the tikanga and kawa of Ngāti Tūrangitukua;
- acknowledgement of and respect for the role and responsibilities of the Council under legislation, with an understanding that those roles and responsibilities may change over time;
- the need to operate in a manner that respects the individual autonomy, mandate and authority of each of the Partners;
- a commitment to building a strong and enduring relationship based on respect, good faith and open and honest communication; and
- a commitment to a genuine partnership.

### **Structure of Council and key contacts**

Taupō District Council is governed by the Mayor (elected at-large) and 12 councillors elected via wards. There are four general wards and one Māori ward (Te Papamārearea, which covers the whole District):

- Taupō Ward (7 councillors);
- Mangakino Ward (1 councillor);
- Taupō East Rural Ward (1 councillor);
- Tūrangi-Tongariro Ward (1 councillor); and
- Te Papamārearea Māori Ward (2 councillors).

Mayor and councillor contact details are available on Council's website: [Mayor and Councillors - Taupō District Council \(taupodc.govt.nz\)](https://www.taupodc.govt.nz/mayor-and-councillors)

The elected Council has one employee, being the Chief Executive. The Chief Executive employs all the staff (also known as 'officers'). Taupō District Council's current Chief Executive is Mr Gareth Green. Mr Green has announced his resignation and will leave Council at the end of March 2023, so recruitment for a new Chief Executive is underway.

Reporting to the Chief Executive are members of Council's Executive Team (ET):

- Deputy Chief Executive, Mrs Julie Gardyne
- General Manager Finance and Environment, Mrs Sarah Matthews
- General Manager Operations and Delivery, Mr Andrew Moraes
- General Manager People and Customer, Ms Libby O'Brien

Leaders of the teams within each of the Executive Team members' portfolios form part of Council's Enterprise Leadership Team (ELT).

Prior to Christmas, Council established various committees and delegated functions and powers to those committees. The Tūrangi Co-Governance Committee Co-Chairs are Mayor David Trewavas and Mr Te Takinga New. The guiding document for this committee is the [Mana Whakahono ā Rohe](#) signed by partners Ngāti Tūrangitukua Charitable Trust, Ngāti Tūrangitukua Māori Committee and Taupō District Council. Terms of reference and delegations are also **attached** to this report (Attachment 2). More information about Council's committee structure is available on Council's website:

<https://www.taupodc.govt.nz/council/meetings/standing-committees>

The Committee will be provided with expert advice by the Council's Chief Executive to support its decision-making processes. To support this advice, officers have been assigned to support Council's representative groups and committees. For the Tūrangi Co-Governance Committee, the key officer contacts are Kaiwhakahaere Tangata, me te Kiritaki/General Manager People and Customer Libby O'Brien and Jessica

Sparks, Kaiwhakahaere Take Taiao/Environmental Services Manager. Cornelia Dempsey, Hoa Hautūtanga Takirua/Co-Governance Management Partner will continue to be the project manager overseeing the workplan contained in the Mana Whakahono agreement. Governance team members (committee advisors) are also available to support anything relating to your Committee meetings.

**Meeting dates and procedures**

The Tūrangi Co-Governance Committee will meet every two months on Wednesdays in Tūrangi at alternating venues and alternating Chairs as set out below:

Meeting date	Chair	Venue
1 March	Mayor David Trewavas	Tūrangitukua Building, 130 Atirau Road, Tūrangi
5 April	Te Takinga New	Tūrangi Customer and Visitor Information Centre, 1 Ngawaka Place, Tūrangi
7 June	Mayor David Trewavas	Tūrangitukua Building, 130 Atirau Road, Tūrangi
2 August	Te Takinga New	Tūrangi Customer and Visitor Information Centre, 1 Ngawaka Place, Tūrangi
4 October	Mayor David Trewavas	Tūrangitukua Building, 130 Atirau Road, Tūrangi
6 December	Te Takinga New	Tūrangi Customer and Visitor Information Centre, 1 Ngawaka Place, Tūrangi

**Standing Orders and Code of Conduct**

While a partnership between Ngāti Tūrangitukua and Taupō District Council, the Tūrangi Co-Governance Committee is formally a committee of Taupō District Council and as such, is required to adhere to Council's Standing Orders (S.O.s). Standing Orders set out the procedural rules to be followed to ensure meetings run smoothly. Much of the content of Standing Orders comes from the Local Government Act 2002 (LGA) and the Local Government Official Information and Meetings Act 1987 (LGOIMA). Standing Orders can be accessed via Council's website ([Taupo District Council Standing Orders 2022-2025.pdf \(taupodc.govt.nz\)](https://www.taupodc.govt.nz/standing-orders)). In addition, the Mana Whakahono ā Rohe provides for this committee to adopt procedures to be appended to these Standing Orders (Attachment 3).

Here are a few key points to note:

- The date, time and place of all meetings must be advertised to the public (S.O. 8).
- Agendas (S.O. 9) will be produced at least two clear working days prior to meetings. At Taupō District Council, agendas are generally produced one week prior.
  - o Agendas will set out the items to be discussed.
  - o Items not on the agenda may only be discussed or dealt with if the meeting passes a resolution to that effect (S.O.s 9.12 and 9.13).
  - o From time to time, there may be items to be discussed with public excluded. Such items may only be considered with public excluded if LGOIMA withholding grounds apply; and if the meeting resolves in public session to consider those items in confidence (S.O. 9.14).
  - o If you would like to request an item to be included on an upcoming meeting agenda, please discuss with your Chairperson in the first instance.
- Karakia or other statements may be used to open and close meetings.
- The quorum for this Committee is 4 members made up of 2 members from Council and 2 members from Ngāti Tūrangitukua. This is the minimum number of members who need to be present at the start and throughout meetings (S.O. 11).
- Meetings are open to the public and may be recorded. Public requests to record should be referred to the Chairperson prior to the meeting (S.O. 12.4).
- Apologies are called for at the start of meetings and recorded (S.O. 13.4). If you need to tender your apology, please notify the Chairperson, Enterprise Leadership Team liaison and the committee advisor for the meeting beforehand.
- Matters coming to you via agendas must be considered and resolved by consensus vote. There is no casting vote for the Chair of this committee.
  - o For each matter before the Group/committee, you will have an opportunity to ask questions following your consideration of the information provided on the agenda and any research you may have done prior to the meeting. Once you have gathered all the information you



need to make a decision at the meeting, you can then 'move' (propose) a motion. This motion must then be 'seconded' before the Committee can discuss it. After the motion has been discussed, the Chairperson will then 'put it to the vote' and each member can either vote in favour, against, or abstain from voting.

- See S.O. 19 for more details about voting.
- If you wish to speak during a meeting, simply raise your hand to indicate this to the Chairperson. At Taupō District Council meetings, the convention is that members speak "through the Chair". This simply shows respect for the role of the Chairperson, acknowledging they are managing the flow of the meeting including speaking order.
- The Chairperson decides all procedural points of order (S.O. 26.5).
- All elected and appointed members must speak and act respectfully at meetings (S.O. 20). Council has a Code of Conduct in place. This document can be viewed on Council's website via this link: [What is a Code of Conduct \(taupodc.govt.nz\)](https://www.taupodc.govt.nz/what-is-a-code-of-conduct). The Code of Conduct is due for review early 2023, but in the meantime please note that it applies to the Mayor, councillors and appointed members of Council representative groups/committees.
- Minutes of all formal Council and representative group/committee meetings must be kept (S.O. 28). The committee advisor supporting the meeting will ensure the minutes are prepared as soon as possible after the meeting and included on Council's website as well as the next agenda to be confirmed as a true and correct record.
- You may encounter a situation where you feel you have a conflict of interest in relation to an agenda item. Conflicts of interest can be pecuniary (financial) or non-pecuniary. See S.O.s 20.7 and 20.8 for more information and seek guidance if in doubt.

### **Raising issues**

As mentioned above, if you would like to see a specific item on a future meeting agenda, please contact the co-chair who is scheduled to chair the upcoming hui. In between hui however, you may be approached by members of your community seeking support and / or resolution to issues arising. The fastest way to raise these issues is to lodge a 'service request'. You (or the person seeking assistance) can do this by:

- Telephoning Council on 376 0899 or 0800 ASK TDC
- Emailing [info@taupo.govt.nz](mailto:info@taupo.govt.nz)
- Completing an online form via the Taupō District Council website: [Contact Us: Contact Us - Taupo District Council](#)
- Visiting one of Council's three customer service centres in the Taupō district:
  - Taupō (30 Tongariro Street);
  - Tūrangi (1 Ngawaka Place); and
  - Mangakino (Rangatira Drive, Mangakino).
- Submitting a request via Antenno.
- Facebook message/webchat.

### **WHAKAKAPINGA | CONCLUSION**

It is recommended that the information is received.

### **NGĀ TŪTOHUNGA | RECOMMENDATION(S)**

That the Tūrangi Co-Governance Committee:

1. receives the information provided to support members in their role for the 2022-2025 Triennium; and
2. adopts the procedures to be appended to Standing Orders for the 2022-2025 Triennium.

**NGĀ TĀPIRIHANGA | ATTACHMENTS**

1. 2022-25 Members Resource Library - Committees of Council
2. 2022-25 Tūrangi Co-Governance Committee Terms of Reference and delegations
3. Tūrangi Co-Governance Committee Procedures
4. Mana Whakahono a Rohe agreement (under separate cover 1)