



Expression of Interest

Māori Representative - Nelson City Council Community and Recreation Committee

Position:	Māori Representative - Community and Recreation Committee
Location:	Whakatū Nelson
Remuneration:	\$12,840 per annum

Nelson City Council is seeking new membership to bring a te ao Māori view to the Council's decision-making processes. The Community and Recreation Committee was established in November 2020 to take on many of the delegations previously held by the Community Services and Sports and Recreation Committees.

The primary function of this role will be to contribute to the business of the Committee, including making recommendations to Council regarding the Committee's areas of responsibility and voting upon matters brought before the Committee.

Skills required include:

- Strong and effective communication and decision making skills.
- Ability to apply relevant and specialist technical capability to the role, as required by the committee.
- Detailed understanding of Mātauranga Māori and ability to apply this knowledge to a broad range of issues.
- Working knowledge of commercial, financial and legal matters, with a focus on property.
- Proven experience in operating practices at a governance level in organisations with public accountability requirements.
- Working knowledge of Local Government processes, including the Local Government Act 2002, Standing Orders and Te Tiriti o Waitangi / The Treaty of Waitangi.

A full list of requirements and areas of responsibility is contained within the Nelson City Council Position Description overleaf.

Closing date for expressions of interest: 20th November 2021.

Appointment will be made by recommendation of the Te Waka a Māui Iwi Chairs Forum.

For enquiries and to apply in writing, please contact secretariat@twam.maori.nz

NELSON CITY COUNCIL

MĀORI REPRESENTATIVE POSITION DESCRIPTION

Community and Recreation Committee

Position Title	Māori Representative – Community and Recreation Committee
Date Created	May 2021
Remuneration	\$12,840 per annum
Responsible to	Community and Recreation Committee Chair and the Mayor
Accountability	<p>Appointed members are subject to the Nelson City Council Members' Code of Conduct.</p> <p>All interests should be declared at least annually and as soon as possible following any changes, following the requirements of the Local Authorities (Members' Interests) Act 1968 and Accounting Standard PBE IPSAS 20 Related Party Disclosures.</p>
Location	Whakatū Nelson

Background

The Community and Recreation Committee was established November 2020 to take on many of the delegations previously held by the Community Services and Sports and Recreation Committees.

Primary Function

- The Māori Representative will contribute to the business of the committee and will have voting powers on matters brought to the committee.
- Actively participate in the business of the committee, which includes making recommendations to Council regarding the committee's Areas of Responsibility.

Areas of Responsibility

- Arts, Culture and Heritage
- Bylaws, within the areas of responsibility
- Cemeteries and Crematorium
- Community Centres and Halls
- Community Development, including youth issues, ageing issues and social well-being
- Community festivals and events, excluding:
 - Events Strategy and Events Fund (matters for Council)
- Founders Heritage Park
- Governance of Nelson City Council Controlled Organisations and Council Organisations, within the areas of responsibility:
 - The Bishop Suter Trust;
 - The Nelson Arts Festival Trust
 - The Nelson Centre of Musical Arts
 - The Nelson Municipal Band Trust
 - The City of Nelson Civic Trust
 - Sport Tasman
- Heritage Houses and their grounds
- Libraries
- Modellers Pond
- Natureland
- Nelson Gondola Project and Koata Park
- Parks and Reserves, aside from
 - Saxton Field (a matter for the Saxton Field Committee)
- Recreation and Leisure Facilities and Services, including swimming pool facilities and Waahi Taakaro Golf Course
- Rural Fire Risk
- Sister City relationships

- Sports Fields, including Trafalgar Park and the Trafalgar Pavilion
- The Trafalgar Centre
- Youth Council

Community and Recreation Committee Powers to Decide

- Monitoring Council's performance for the committee's areas of responsibility, including legislative responsibilities and compliance requirements
- Developing, monitoring and reviewing strategies, policies and plans, with final versions to be recommended to Council for approval
- Developing and approving in principle draft Activity Management Plans, for inclusion in the draft Long Term Plan
- Reviewing and determining whether a bylaw or amendment, revocation or replacement of a bylaw is appropriate
- Undertaking community engagement, including all steps relating to Special Consultative Procedures or other formal consultation processes, other than final approval
- Approving submissions to external bodies or organisations, and on legislation and regulatory proposals
- Approval of increases in fees and charges over the Consumer Price Index (CPI)

Community and Recreation Committee Powers to Recommend to Council

- Matters that, under the Local Government Act 2002, the operation of law or other legislation, Council is unable to delegate
- The purchase or disposal of land or property relating to the areas of responsibility, other than in accordance with the Long Term Plan or Annual Plan
- Unbudgeted expenditure relating to the areas of responsibility, not included in the Long Term Plan or Annual Plan
- Decisions regarding significant assets
- Decisions in relation to the Nelson Gondola Project and Koata Park
- Approval of final versions of strategies, policies and plans.

Advocacy

- Bringing a te ao Māori view to Council's decision-making processes;
- Balancing the need to advocate for specific interests against the needs of the wider community;
- Listening to the concerns of local residents and ratepayers on issues pertaining to the committee;
- Maintaining contact with community representatives and other local stakeholders;
- Participating as required in any relevant informal community engagement with the local community and/or other organisations.
- To actively participate in Council seminars and events where active participation would support the purpose of the committee.

Skills Requirements

- Strong and effective communication skills
- Competence and understanding of Council's needs relating to committee or subcommittee requirements
- Competence and understanding of the issues and risks facing the Council
- Ability to apply relevant and specialist technical capability to the role required by the committee
- Ability to engage in effective relationships with the Council, Committee and Subcommittee on an ongoing basis over the term of the contract
- Proven experience in operating practices at a governance level in organisations with public accountability requirements, including those outlined in 'Governance requirements' below

Specialist Skills Requirements

- Detailed understanding of Mātauranga Māori and ability to apply this knowledge to a broad range of issues;
- Strong oral communication/debating skills and active listening skills;
- Sound decision-making skills;

- Ability to engage with the Mayor and committee Chair and members;
- Working knowledge of Local Government processes including the Local Government Act 2002, Standing Orders and Te Tiriti o Waitangi / The Treaty of Waitangi¹;
- Ability to deal with imperfect information, complex issues or ambiguity;
- Skills and experience which are directly relevant to the delegations of the committee to which the appointment has been made including:
 - Working knowledge of commercial, financial and legal matters with a focus on property
 - Ability to think strategically around complex matters within the committee delegation.

Governance Requirements

- Understanding and supporting principles of good governance in the committee's decision-making processes;
- Balancing the need to advocate for specific interests against the needs of the wider community
- A commitment to promoting the long-term effectiveness of the committee and the Council
- Understanding and respecting the differing roles of Mayor, Deputy Mayor, Committee and Subcommittee Chairs and Councillors;
- Recognising that the governance role does not extend to operational matters or to the management of any implementation;
- Having a good understanding of the Council processes set out in the Standing Orders that determine how Council meetings are run;
- Developing and maintaining a working knowledge of Council services, management processes, and the powers, duties and constraints that fall under the committee's delegated areas of responsibility;
- Ensuring familiarity with agendas and other Council reports before committee meetings;
- Being familiar with the statutory requirements of an external committee member including appropriate recordkeeping in accordance with the Public

¹ Although the Treaty is between Māori and the Crown, the Crown has made certain requirements to local government to meet its Treaty obligations through the Local Government Act 2002, and the Resource Management Act 1991.

Records Act 2005 and the Local Government Official Information and Meetings Act 1987;

- Compliance with Nelson City Council Code of Conduct adopted by the Council
- Identifying, being aware of and declaring as soon as they arise any potential personal conflicts of interest, whether of a pecuniary or non-pecuniary nature;
- Being aware of the need to maintain confidentiality of matters discussed by the committee.

Functional Relationships

- Committee Chair and Deputy Chair
- Nelson Mayor
- Committee members
- Chief Executive and Senior Leadership Team
- Kaihautū, Manager Māori Partnerships
- Manager Governance and Support Services

Other Relationships

- Iwi Council Partnership Group
- Nelson City Council's Kaumātua
- Nelson City Council elected members
- Nelson City Council staff
- Whakatū iwi, hapū, whānau and marae
- Te Taihu leaders
- LGNZ Te Maruata Māori Committee