



## Expression of Interest

### Māori Representative - Nelson City Council Urban Development Subcommittee

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<b>Position:</b>	Māori Representative - Urban Development Subcommittee
<b>Location:</b>	Whakatū Nelson
<b>Remuneration:</b>	\$7,000 per annum

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Nelson City Council is seeking new membership to bring a te ao Māori view to the Council's decision making processes. The Urban Development Subcommittee was established in November 2020 to reflect Council's focus on housing and city centre development and to enable enhanced engagement with the community on key issues relating to strategic development and property matters.

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

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 subcommittee
- Working knowledge of commercial, financial and legal matters, with a focus on property.
- Detailed understanding of Mātauranga Māori and ability to apply this knowledge to a broad range of issues
- 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](mailto:secretariat@twam.maori.nz)

**NELSON CITY COUNCIL**  
**MĀORI REPRESENTATIVE POSITION DESCRIPTION**  
**Urban Development Subcommittee**

<b>Position Title</b>	Māori Representative – Urban Development Subcommittee
<b>Date Created</b>	April 2021
<b>Remuneration</b>	\$7,000 per annum
<b>Responsible to</b>	Urban Development Subcommittee Chair and the Mayor
<b>Accountability</b>	Appointed members are subject to the Nelson City Council Members’ Code of Conduct.  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.
<b>Location</b>	Whakatū Nelson

**Background**

The Urban Development Subcommittee was established November 2020 to reflect Council’s focus on housing and city centre development, along with enabling major projects and opportunities for strategic development to be advanced, and to enable enhanced engagement with the community and direction on key issues relating to strategic development and property matters;

**Primary Function**

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

## **Areas of Responsibility**

- City Centre Programme, including the City Centre Spatial Plan
- Oversight of the City Centre Engagement Group
- Intensification Action Plan
- Housing Reserve – development of criteria for use and consideration of projects
- Social and affordable housing proposals
- Development Contributions and Financial Contributions
- Statutory tools, initiatives and projects relating to Urban Development and Housing

## **Urban Development Subcommittee Powers to Decide**

- Appointment of a deputy Chair
- Developing, monitoring and reviewing strategies, policies and plans, with final versions to be recommended to Council for approval
- Undertaking informal community engagement on matters within the areas of responsibility

## **Urban Development Subcommittee Powers to Recommend to Council**

- Approval of final versions of strategies, policies and plans
- All other matters within the areas of responsibility or any other matters referred to it by Council

## **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 subcommittee;
- 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 subcommittee.

### **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 subcommittee
- 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 subcommittee 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 Waitangi<sup>1</sup>;
- Ability to deal with imperfect information, complex issues or ambiguity;
- Skills and experience which are directly relevant to the delegations of the sub/committee to which the appointment has been made including:
  - Working knowledge of commercial, financial and legal matters with a focus on property

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<sup>1</sup> 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.

- Ability to think strategically around complex matters within the Subcommittee delegation.

## **Governance Requirements**

- Understanding and supporting principles of good governance in the subcommittee'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 or subcommittee 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 subcommittee'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 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 subcommittee;

## **Functional Relationships**

- Subcommittee Chair;
- Nelson Mayor;
- Subcommittee 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.