

Te Kaunihera o Te Tai o Aorere - Tasman District Council area

MĀORI REPRESENTATIVE POSITION DESCRIPTION

Nelson Tasman Regional Landfill Business Unit

Position Title:	Māori Representative – Nelson Tasman Regional Landfill Business Unit
Date Created:	TBC
Remuneration:	\$7,000 per annum
Responsible to:	Nelson Tasman Regional Landfill Business Unit Chair and the NCC/TDC Mayors
Location:	?

Kōrero o Mua (Background)

The Nelson Tasman Regional Landfill Business Unit (NTRLBU) is a joint committee of Nelson City Council (NCC) and Tasman District Council (TDC) under the Local Government Act 2002 (LGA), with territorial responsibilities for promoting effective and efficient waste management and minimisation within their respective territorial boundaries under part 4 of the Waste Minimisation Act 2008 (WMA). The NTRLBU is governed by a Terms of Reference as agreed by Council resolution CN20-02-13.

Kaupapa Kotahi (Primary Function)

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

Ngā Take (Areas of Responsibility)

- Matters relating to the operation and use of the York Valley landfill owned and operated by NCC and Eves Valley landfill owned and operated by TDC as regional landfill facilities, and the timing of their use.



Figure 1 York Valley Landfill



Figure 2 Eves Valley Landfill

Kaupapa

The purpose of the NTRLBU is to manage and operate a regional landfill facility or facilities efficiently and in accordance with the relevant plans, resource consent conditions as outlined in the Terms of Reference. The NTRLBU shall plan for the future needs of the community in a cost efficient and environmentally sustainable manner in accordance with the objectives of the Joint Waste Plan. The NTRLBU is intended to be a self-funding body which provides a service to its customers, (which include the Councils under a contractual relationship independent of its establishment as a Joint Committee of the Councils) and provides income to the Councils to implement the Joint Waste Plan.

Hui

Hui quorum shall be three of the members (including vacancies). There shall also be at least one member from each Council represented in the quorum. The NTRLBU should aim to meet at least 4 times per year at intervals decided by it in order to meet its obligations under these terms of reference.

Te Tai o Aorere Rohe Pakihi o Ruapara (NTRLBU) Mana ki te Whakatau (Powers to Decide)

- Setting of fees and charges for waste disposal at the regional landfill facilities by 30 June each year; including the power to apply discounted fees and charges for the disposal of waste in bulk; and to determine other circumstances where discounted fees and charges may be applied.
- Decisions to accept (or not accept) waste that is generated outside the Nelson-Tasman region.

Te Tai o Aorere Rohe o Pakihi Ruapara (NTRLBU) Mana ki te Taunaki i ngā Kaunihera (Powers to Recommend to Councils)

- Any other matters under the areas of responsibility of the Business Unit and detailed in the **Memorandum of Understanding**.
- All recommendations to Council will be subject to adoption of an equivalent resolution by the other Council unless it is a matter specific to one Council only.

Kōkiritia (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.

Ngā Pukenga (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

Ngā Pukenga Tohunga (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.

Mana Whakahaere (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 or subcommittee and the Council

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.

- 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 Records Act 2005 and the Local Government Official Information and Meetings Act 1987;
- Compliance with the principles of the Elected Members 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;

Hononga Mahi (Functional Relationships)

- Committee Chair;
- Tasman and Nelson Mayor;
- Committee members;
- Chief Executive and Senior Leadership Team;
- Kaihautū Team and Māori Partnerships;
- **Manager Governance** and Support Services.

Ētahi atu Hononga (Other Relationships)

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

Tautoko e Whakaratohia ana (support provided to successful applicant)

- High level induction to council processes

- Hui with appropriate kaimahi involved with relevant kaupapa
- Frequent catchups and feedback sessions