



GREAT LAKE TAUPŌ
Taupō District Council

LOCAL GOVERNANCE STATEMENT

Adopted on 28 March 2023

[A3284364]

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LOCAL GOVERNANCE STATEMENT

1. Purpose

The Taupō District Council's Local Governance Statement is a collection of information about the processes that Council uses to engage with the Taupō district community.

The Statement outlines how the Council makes decisions and how the public can be involved in decision-making processes.

Section 40 of the Local Government Act 2002 (LGA) requires Council to adopt a Local Governance Statement within six months following a triennial election.

2. Functions, Responsibilities and Activities

The purpose of the Taupō District Council is to enable democratic local decision-making and to promote the social, economic, environmental and cultural well-being of communities in the present and for the future.

Under various pieces of legislation, the Council is also responsible for:

1. Formulating the district's strategic direction in conjunction with the community through the Long-term Plan (LTP) and undertaking annual reporting on progress through the preparation of the Annual Report.
2. Determining the services and activities to be undertaken by the Council.
3. Managing various regulations and upholding the law, including the formulation and enforcement of bylaws.
4. Advocating on behalf of the local community with central government, other local authorities and other agencies
5. Managing land use and subdivision through the Taupō District Plan
6. Encouraging local communities to be part of the decision-making processes of local government.
7. Ensuring effective succession of Elected Members.

3. Local Legislation Conferring Powers on Council

Some councils are bound by legislation (known as Local Legislation) that only applies to that council. Taupō District Council is subject to the following piece of legislation:

- Taupō Borough Empowering (Information Centre) Act 1970

4. Electoral System and Opportunity to Change it

Council's electoral system is governed by the Local Electoral Act 2001. This Act provides a choice of two electoral systems for the election of Mayor and Councillors. The choices are "First Past the Post (FPP) or "Single Transferable Vote" (STV) system.

FPP allows voters to tick as many candidates' names as they want, up to the number of vacancies to be filled. The candidate(s) that receive the most votes is/are declared the

winner. This form of voting is used in parliamentary elections to elect Members of Parliament to constituency seats.

STV requires the voters to rank candidates in an order of preference and uses a cascading system of transferring votes to ensure that all of a voter's preferences are taken into account. Once a particular candidate has achieved enough votes to be elected any "excess" votes for that candidate are transferred to the voter's next highest preference. Because each voter's preferences will be different the system requires a computer to calculate the result and a number of "iterations" will need to be run before the final result is declared.

Taupō District Council currently operates its elections under the FPP electoral system.

Under the Local Electoral Act 2001, there are three ways that the electoral system may be changed from one type to the other. First, the Council can resolve to make a change. Secondly, the Council can conduct a binding poll on whether to make a change. Thirdly, electors can demand a binding poll by at least 5% of electors signing a petition demanding that a poll be held.

If the electoral system is changed, the new electoral system must be used for at least the next two triennial general elections; that is, we cannot change our electoral system for one election and then change back for the next election.

The Council's last review of the electoral system was in July 2020 where it was resolved that the 2022 and 2025 triennial elections would be conducted under FPP. While each of the ways of making a change has a slightly different date for initiating the process the matter can and will be reviewed again in 2023 for application at the 2025 and 2028 triennial elections.

5. Representation Arrangements

The current membership of Council consists of 12 Councillors plus the Mayor [total of 13]. At the present time the 12 Councillors are elected on a ward basis by the electors of each ward with the Mayor elected at large by the electors of the whole district.

Council is required to review the representation arrangements for the district every six years. The last review was completed in 2021. We are next required to review the arrangements prior to the 2028 elections.

5.1. Wards

The Taupō district is divided into five wards as follows:

1. Mangakino Ward [one Councillor]
2. Taupō Ward [seven Councillors]
3. Taupō East Rural Ward [one Councillor]
4. Tūrangi/Tongariro Ward [one Councillor]
5. Te Papamārearea Māori Ward [two Councillors]

Refer to Appendix A for maps outlining Ward boundaries.

5.3 Māori Wards and Constituencies

The Local Electoral Act 2001 also gives the Council the ability to establish separate wards for Māori electors. On 23 November 2020, Council resolved to establish Māori wards for Taupō district. This decision was confirmed on 27 April 2021 following engagement with the community. It was subsequently decided in conjunction with Māori and our iwi partners that our two Māori ward councillors should be elected via one district-wide ward, Te Papamārearea.

5.4 Review of Representation Arrangements

The Local Electoral Act 2001 requires the Council to review its representation arrangements at least once every six years. The last review was undertaken in 2021 following Council's establishment of Māori wards and the resulting decisions can remain in place until after the 2025 election. Reviews must include the following:

1. The number of elected members (within the legal requirement to have a minimum of 6 and a maximum of 30 members including the Mayor)
2. Whether the elected members (other than the Mayor) shall be elected by the entire district, or whether the district will be divided into wards for electoral purposes, or whether there will be a mix of 'at large' and 'ward' representation
3. If election by wards is preferred, the boundaries and names of those wards and the number of members that will represent each ward
4. Whether to have community boards and, if so, how many, their boundaries and membership, and whether to subdivide a community for electoral purposes.

Through the review process there is the right to make a written submission to the Council, and the right to be heard.

There is also the right to appeal or object to any decision made by the Council to the Local Government Commission, which will make a binding decision for the district's representation arrangements. Further details on the matters that the Council must consider in reviewing its membership and basis of election can be found in the Local Electoral Act 2001.

6. Member's Roles and Conduct

The Mayor and Councillors of Taupō District Council have the following roles:

1. Setting the policy direction of Council
2. Monitoring the performance of Council
3. Representing the interests of the district [on election all members must make a declaration that they will perform their duties faithfully and impartially, and according to their best skill and judgement in the best interests of the district].
4. Employing the Chief Executive Officer [under the Local Government Act 2002 the Council employs the Chief Executive Officer, who in turn employs all other staff on its behalf].

6.1 Role of the Mayor

The Mayor is elected by the district as a whole and as one of the elected members shares the same responsibilities as other members of Council. In addition, the Mayor has the following roles:

1. provide leadership to—
 - (a) the other members of the territorial authority; and
 - (b) the people in the district of the territorial authority.

2. to lead the development of the territorial authority's plans (including the long-term plan and the annual plan), policies, and budgets for consideration by the members of the territorial authority.
3. For the above purposes the Mayor has the power to:
 - (a) appoint the deputy mayor:
 - (b) to establish committees of the territorial authority:
 - (c) to appoint the chairperson of each committee
4. A mayor is a member of each committee of a territorial authority.

6.2 Role of the Deputy Mayor

The Deputy Mayor can be appointed by the Mayor or elected by Councillors at the first meeting of Council. In addition to their role as an elected member, the Deputy Mayor must perform all of the responsibilities and duties, and may exercise the powers of Mayor [as summarised above] if the Mayor is absent or incapacitated, or if the office of Mayor is vacant. The Deputy Mayor may be removed from office by resolution of Council.

6.3 Role of the Committee Chairperson

The Mayor or Council may create one or more committees of Council. A committee chairperson is responsible for presiding over meetings of the committee, ensuring that the committee acts within the powers delegated by Council, and as set out in Council's Delegations Manual. A committee chairperson may be removed from office by resolution of Council.

6.4 Legislation regarding Conduct of Elected Members

Elected members have specific obligations as to their conduct in the following legislation:

1. Schedule 7 of the Local Government Act 2002, which includes obligations to act as a good employer in respect of the Chief Executive Officer and to abide by the current code of conduct and standing orders.
2. The Local Authorities [Members' Interests] Act 1968, which regulates the conduct of elected members in situations where there is, or could be, a conflict of interest between their duties as an elected member and their financial interests [either direct or indirect].
3. The Secret Commissions Act 1910, which prohibits elected members from accepting gifts or rewards which, could be seen to sway them to perform their duties in a particular way.
4. The Crimes Act 1961 regarding the acceptance of gifts for acting in a certain way and the use of official information for private profit.
5. The Local Government Official Information and Meetings Act 1987 (LGOIMA) which sets out the procedural requirements for meetings of local authorities and confidentiality of information.
6. Financial Markets Conduct Act 2013 (FMCA) makes Members personally liable if product disclosure statements to investors contain untrue information. Council does not, at this time, offer securities to the public.
7. Health and Safety at Work Act 2015 introduced a new term of "officers". This is any person occupying a position in relation to the business or undertaking, that allows the person to exercise significant influence over the management of the business or undertaking. This will include Elected Members and the Chief Executive.
8. The Public Records Act 2005's purpose is to provide a framework for ensuring records are full and accurate, well maintained and accessible.

9. The Local Government (Pecuniary Interests Register) Amendment Act 2022 requires Elected Members to declare pecuniary interests and for the local authority to publish a summary of these interests on its website.

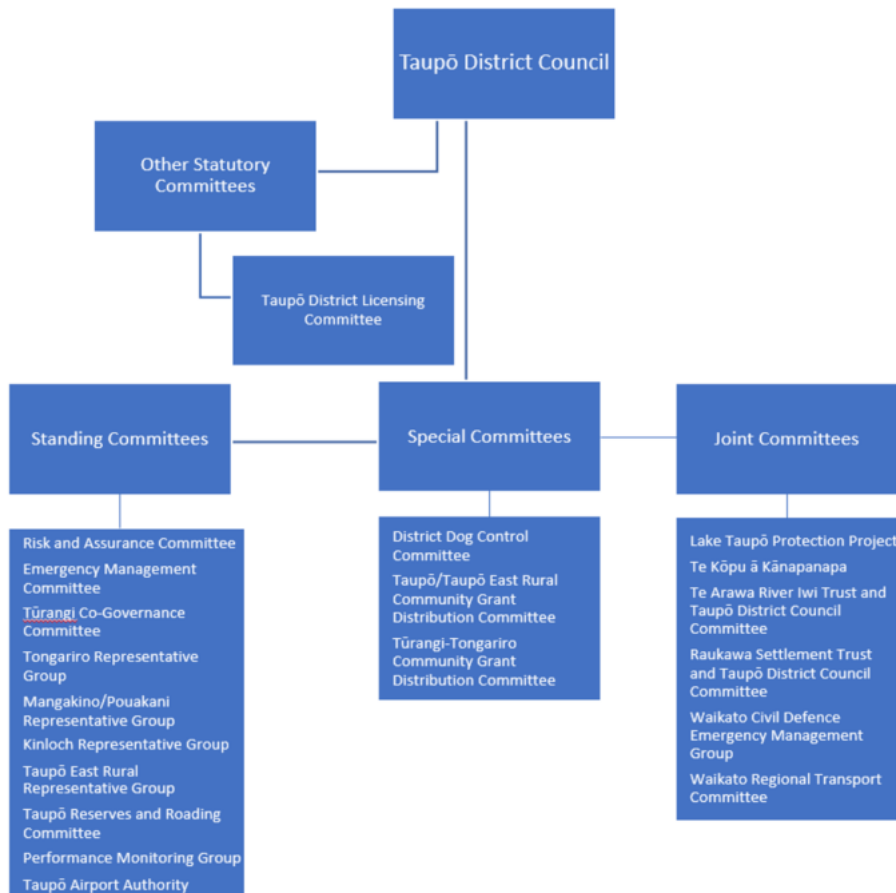
6.5 Code of Conduct

All elected members are required to adhere to a code of conduct. Adopting such a code is a requirement of the Local Government Act 2002. Once adopted such a code may only be amended by a 75 per cent or more vote of the Council. The code sets out the Council’s understanding and expectations of how the Mayor and Councillors will relate to one another, to staff, to media and to the general public in the course of their duties. It also covers disclosure of information that is received by or is in possession of elected members and contains details of the sanctions that the Council may impose if an individual breaches the code.

A copy of the adopted Code of Conduct can be viewed at

<http://www.taupodc.govt.nz/repository/libraries/id:25026fn3317q9slqygym/hierarchy/our-council/governance-documents/documents/Taupō%20District%20Council%20Code%20of%20Conduct%202020-2022.pdf>.

7. Governance Structures



8. Conduct of Meetings

The legal requirements for Council meetings are set down in the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987 (LGOIMA).

All Council and committee meetings must be open to the public unless there are reasons to consider some items with the public excluded. Although meetings are open to the public, members of the public do not have speaking rights unless prior arrangements are made with Council.

The LGOIMA contains a list of circumstances where councils may consider items with the public excluded. These circumstances generally relate to protection of personal privacy, professionally privileged or commercially sensitive information, and the maintenance of public health, safety and order. Even if one or more of the exhaustive list of circumstances exist, Council still needs to consider whether the exclusion of public is outweighed by other considerations which render it desirable, in the public interest, to make that information available and deal with the matter in public. The Council agenda is a public document, although parts may be withheld if the above circumstances apply and in that case, a general indication of the subject matter and the LGOIMA reason(s) will be provided.

The Mayor or committee chairperson is responsible for maintaining order at meetings and may, at his or her discretion order the removal of any member of the public for disorderly conduct or remove any member of Council who does not comply with standing orders.

Minutes of meetings must be kept as evidence of the proceedings of the meeting. These must be made publicly available, subject to the provisions of the LGOIMA.

For ordinary meetings of Council and its committees, appropriate notice of the time and place of the meeting must be given (according to Schedule 7 of the Local Government Act). Extraordinary meetings should have notice given as is reasonable in the circumstances or if no notice is given, a public notice should give the reasons why it was not notified, and the nature of the business as soon as practicable following the meeting. Emergency meetings may be called by the Mayor or, if the Mayor is unavailable, the Chief Executive and should have notice given as is reasonable in the circumstances, at least 24 hours before the time appointed for the meeting.

During meetings the Mayor and Councillors must follow standing orders (a set of procedures for conducting meetings). The Council may suspend standing orders by a vote of 75 per cent of the members present. A copy of the standing orders can be viewed at

<https://www.taupodc.govt.nz/repository/libraries/id:25026fn3317q9slqygym/hierarchy/our-council/governance-documents/documents/Taupo%20District%20Council%20Standing%20Orders%202022-2025.pdf>.

9. Consultation Policy

The Taupō District Council has a Significance and Engagement Policy which:

1. enables Council and its communities to identify the degree of importance attached to particular issues, proposals, assets, decisions and activities.

2. provides clarity about how and when communities can expect to be engaged in decisions made by Council.
3. informs Council from the beginning of a decision-making process about the extent, form and type of engagement required

Consultation is also carried out according to consultation principles set out in legislation including:

- a. the Principles of Consultation (sections 82-90 of the Local Government Act 2002) including the special consultative procedure
- b. the first schedule of the Resource Management Act 1991
- c. as required by the Reserves Act 1977.

10. Working with Māori and our iwi partners

Taupō District Council is committed to meeting its statutory Tiriti O Waitangi obligations and acknowledges partnership as the basis of Te Tiriti. This requires both parties to treat and work with each other in good faith and show good will to reflect the partnership relationship.

We acknowledge these responsibilities are distinct from the Crown's Treaty obligations and lie within a Taupō District Council context. Taupō District Council will give effect to the principles of partnership (the duty to act in good faith in the nature of a partnership), participation (of Māori in Council processes), protection (the duty to actively protect the rights and interests of Māori) in our services, activities and planning work.

Taupō District Council will work in partnership with iwi and hapū to give effect to Treaty Settlement legislation and any provisions that result from these. Taupō District Council values our relationships with Māori in our district.

We have long standing relationships that we commit to enhance and foster in our day to day business; and when we engage hapū, iwi, Māori. Strong strategic partnerships can help the Council to deliver outcomes that exceed what it can deliver alone. Council relationships with our iwi partners operate at two levels: rangatira ki te rangatira (chief-to-chief) and officer-to-officer.

This also includes our engagement processes, we will engage iwi partners in the early stages of projects and planning processes, rather than during or near the end of the mahi.

Māori contributing to Local Government Decision-making

Taupō District Council has statutory obligations to provide opportunities for Māori to contribute to local government decision-making processes under:

- Local Government Act 2002
- Resource Management Act 1991
- Local Electoral Act 2001

These legislative provisions underpin the wider partnership principles contained in Te Tiriti o Waitangi/Treaty of Waitangi. The Local Government Act 2002 outlines how councils should engage with Māori as follows:

- The relationship to Māori culture and traditions: The relationship of Māori and their culture and traditions with their land, water, sites, wāhi tapu, valued flora and fauna, and other taonga must be taken into account when a council is making an important decision involving land or a body of water (applies to actions outside the RMA requirements on councils). (see section 77 (1)(c)).
- Opportunities to contribute: Councils must provide Māori, and all other members of the public, with opportunities to contribute to council decision-making processes. (see section 14 (1)(d))
- Processes to contribute: Councils must develop and maintain processes and opportunities for Māori to contribute to council decision making process. Councils must also consider ways they can help build Māori capacity to contribute to council decision-making and provide all relevant information to Māori. (see section 81)
- Develop Māori capacity to contribute: The ways in which councils intend to develop Māori capacity to contribute to council decisions, over the ten-year period of the Long Term Plan (LTP), must be detailed in their Long Term Plans.

The Resource Management Act 1991 outlines how Councils must:

- take into account Māori values when processing resource consents and formulating plans
- provide for iwi authorities' input in processing resource consents and formulating plans
- work with iwi authorities to ensure Māori participation in resource management decisions and processes of managing the use, development, and protection of natural and physical resources.

Working in partnership with our iwi partners

Working in a partnership arrangement and embedding this approach across Taupō District Council is a priority for Council and is pursued openly. This aligns with the principles of partnership (the duty to act in good faith in the nature of a partnership), participation (of Māori in council processes), protection (the duty to actively protect the rights and interests of Māori).

Council partners, engages, and fosters its relationships with hapū / iwi within the Taupō district in the following ways:

Forums and Agreements

Over a number of years we have entered into forums and agreements to make decisions on a range of issues that affect the district. These decision making forums have come about through Treaty or Land Court settlements, specific legislation or negotiated agreements between Iwi and Council.

Management protocol with the Tūwharetoa Māori Trust Board

Signed in 2004/05, the protocol enables the two chief executives to meet regularly to share information and seek advice from each another. The relationship is particularly important for discussing how the Board or specific hapū can participate in Council activities.

Te Kōpu ā Kānapanapa

Te Kotahitanga o Ngāti Tūwharetoa is the mandated post Treaty settlement entity established as a result of the settlement of the Tūwharetoa Comprehensive Claims. Te Kōpu ā Kānapanapa, a joint committee of Waikato Regional Council and Taupō District Council, with representatives from Te Kotahitanga o Ngāti Tūwharetoa, Waikato Regional Council and Taupō District Council, was established under the Ngāti Tūwharetoa Claims Settlement Act 2018.

Its purpose is to restore, protect, and enhance the environmental, cultural, and spiritual health and well-being of the Taupō catchment for the benefit of Ngāti Tūwharetoa and all people in the Taupō Catchment (including future generations).

Te Kaupapa Kaitiaki

One of Te Kōpu ā Kānapanapa's functions is to prepare and review Te Kaupapa Kaitiaki. Te Kaupapa Kaitiaki's purpose is to:

- promote the sustainable and integrated management of the Taupō Catchment environment for the benefit of Ngāti Tūwharetoa and all people in the Taupō Catchment (including future generations); and
- provide for the relationship of Ngāti Tūwharetoa and their culture and traditions with their ancestral lands, water, sites, geothermal resources, wāhi tapu, and other taonga; and
- respect Ngāti Tūwharetoa tikanga in the management of the Taupō Catchment.

Taupō District Council, Te Kotahitanga o Ngāti Tūwharetoa and the Waikato Regional Council worked collaboratively to develop Te Kaupapa Kaitiaki which was adopted in November 2022.

Lake Taupō Protection Trust Joint Committee

Council works in partnership with central government, Ngāti Tūwharetoa and Waikato Regional Council on the Lake Taupō Protection Project, and the Tūwharetoa Māori Trust Board is represented on the project's joint Taupō District/ Waikato Regional Council Committee.

The Committee oversees the Trust that allocates a public fund to reduce the amount of manageable nitrogen from pastoral land going into Lake Taupō by 20 per cent. The Trust completed the final nitrogen agreement in 2015 to achieve the project's overall target of a 170,300kg reduction in nitrogen levels. The project is now focussed on monitoring the nitrogen discharge reduction agreements which have been put in place to ensure the gains that have been made are not lost. These monitoring functions will be transferred to the Taupō District Council as part of the business operations.

Joint Management agreement with Ngāti Tūwharetoa

This agreement relates to Māori multiply-owned and Māori freehold land within the district. Councillors and appropriately qualified persons on behalf of Ngāti Tūwharetoa can hear resource consents and private plan changes. When signed in 2009, the agreement was the first of its kind and has received a number of awards.

Joint Management Agreements with Ngāti Raukawa and Te Arawa River Iwi Trust

The Ngāti Tūwharetoa, Raukawa and Te Arawa River Iwi Waikato River Act requires Council to form joint management committees with river iwi within the Taupō District and enter into agreements for the co-management of the Waikato River.

Joint committees were formed and agreements were signed with both Ngāti Raukawa (2013) and Te Arawa River Iwi Trust (2017). These committees meet at least once a year and processes outlined in the agreements are implemented.

Joint Management Agreement with Tūwharetoa Māori Trust Board

Council will be commencing work with the Tuwharetoa Māori Trust Board to negotiate a Joint Management agreement under the Ngati Tuwharetoa, Raukawa, and Te Arawa River Iwi Waikato River Act 2010.

Waipāhīhī C75 Māori Reservation Trust

The Waipāhīhī Foreshore Māori Reservation Trust consists of delegated representatives from Waipāhīhī Marae for the two hapū of Ngāti Hinerau and Ngāti Hineure, alongside two elected member representatives of the Taupō District Council. The Trust administers and manages the 1.93 hectares foreshore area from north of the Two Mile Bay sailing centre to the former Sea Scouts den.

The area has sites of significance for the hapū including the Taharepa Bath adjacent to the northern boundary and the Ōnekeneke Stream. The reserve is a Māori reservation under s 439 of the Māori Affairs Act and manages the reserve as vested in the trustees. The reserve is set aside for the benefit of the beneficial owners (Ngāti Hinerau, Ngāti Hineure) as well as the general public.

Tutemohuta Reservation Trust

The Trust is responsible for decision-making for the Tutemohuta Hall and Reserve at Waitahanui. Trustees are appointed by the Māori Land Court and include two representatives of Council, three for the Tauhara Middle 14 Trust and one community representative. The land was gifted to the community by Tauhara Middle 14 Trust for use as a reserve and a hall.

Ngāti Tūrangitukua Treaty of Waitangi Settlement

Ngāti Turangitukua is a hapū of Ngāti Tūwharetoa and resides at the southern end of Lake Taupō. In 1998 the Ngāti Turangitukua Charitable Trust completed a Treaty of Waitangi Settlement with the Crown. There are several obligations for Council that resulted from this settlement, completed in 1999. Council is currently working with Ngāti Tūrangitukua and the Ngāti Tūrangitukua Charitable Trust to implement what was agreed to at that time. This includes the changes to the street names in Turangi, which have now been completed, and the co-management of Ngāti Tūrangitukua reserves.

Mana Whakahono ā Rohe

This is a comprehensive relationship-based agreement between Taupō District Council and Ngāti Tūrangitukua.

The agreement includes a Mana Whakahono ā Rohe - which is a relatively recent Iwi Participation tool under the Resource Management Act (RMA), designed to assist

tangata whenua and local authorities to discuss, agree and record how they will work together, including how tangata whenua will be involved in resource management decisions.

The agreement also covers matters wider than the RMA, which reflects the aspirations of both parties to enhance their working partnership on a range of functions within the Ngāti Tūrāngitukua rohe and Ngāti Tūrāngitukua's aspiration to make decisions over particular matters within its rohe.

Among these include input into the development of Council policies, co-design of community infrastructure, reserve management and input into environmental, cultural, and economic development and "three waters" issues and initiatives. A co-governance committee made up of equal representation from Council and Ngāti Tūrāngitukua has been established to oversee the implementation of the agreement.

Rangitāiki River Forum

The Rangitāiki River Forum was established in May 2012 under the Ngāti Manawa Claims Settlement Act 2012 and the Ngāti Whare Claims Settlement Act 2012. The forum is a joint committee of the Bay of Plenty Regional Council and the Whakatāne District Council, for the protection and enhancement of the environmental, cultural, and spiritual health and wellbeing of the Rangitāiki River and its resources for the benefit of present and future generations. The Taupō District Council has a member on the forum.

Kohineheke Ancillary Claim

Council is involved in the settlement of a claim between the Crown and the original families over the land in the Kohineheke area in Tūrangi.

Processes Council has in place to support staff in working with and engaging iwi partners, hapū, Māori:

- a. Protocol for Accidental Discovery of Archaeological Sites
- b. Engagement agreement between Tūwharetoa Māori Trust Board and Council's CEOs
- c. Ngāti Tūwharetoa Gallery Governance Group. This group provides guidance to Council in terms of tikanga regarding the Taupō Museum's Tūwharetoa Gallery.
- d. Māori Rates Officer – because of a sizeable ownership and unique nature of Māori Land, Council supports this administration function with a designated officer. That person manages and processes all matters concerning Māori Land Council rates.
- e. Iwi and Co Governance team (Co Governance Management Partner x 2, Iwi Engagement Partner, Iwi and Co Governance Advisor, Iwi and Co Governance Manager).
- f. Induction by district Iwi partners to support the incoming elected members for the 2022/2025 triennium
- g. Training support to help build staff knowledge (see below)
- h. TDC Management of iwi owned reserve lands returned as cultural redress properties

Building Staff Knowledge

Local government has obligations to Māori through statute. We recognise that there is a need to build staff knowledge and understanding of matters such as Te Tiriti o Waitangi; te reo Maori, te ao Māori or Maori perspectives, and our obligations to Māori.

Council staff will benefit from having a baseline awareness and understanding of those Treaty based obligations. It will help in their understanding as to how they may give effect to those obligations in their day to day mahi. This will mean different things for staff dependent on their respective roles in the organisation.

Tools to support staff include:

- Providing staff with treaty awareness training will be a valuable tool to equip staff and the organisation to look at what we must do, what we should do and what we can do to contribute to better outcomes for Māori and our natural surroundings.
- Te reo Māori tuition sits alongside and complements treaty awareness training. Te reo Māori tuition will provide an insight to Māori perspectives, protocol, pronunciation and sentence structures.

Building capability in te reo Māori will instil confidence in staff as we look to build and consolidate relationships with our iwi partners and Māori. A simple thing such as correct pronunciation will go a long way to helping build those relationships. It will be a clear indication that we value our indigenous language and in turn our relationships with iwi partners and Māori.

11. Management Structures and Relationships

The Local Government Act 2002 requires Council to employ a Chief Executive whose responsibilities are to employ other staff on behalf of the Council, implement Council decisions and provide advice to the Council. Under the Local Government Act 2002 the Chief Executive is the only person who may lawfully give instructions to a staff member. Any complaint about individual staff members should therefore be directed to the Council's Chief Executive, rather than the Mayor or Councillors.

11.1 Chief Executive

The Chief Executive is appointed by the Council in accordance with Section 42 and Clauses 33 and 34 of Schedule 7 of the Local Government Act 2002.

11.2 Management Structure

The Council management is organised into five departments. These departments, and the general manager of each department are listed below:

- Chief Executive Office
- Operations and Delivery
- Finance and Environment
- People and Customer
- Housing and Property Investment

12. EQUAL EMPLOYMENT OPPORTUNITIES POLICY

Council has adopted the following policy statement:

*“The Taupō District Council supports the principle of equal opportunity of employment and intends to eliminate all forms of discrimination.
The Council will provide a culturally sound, sensitive, safe and healthy working environment which promotes a positive climate for employees and actively seeks to*

enhance employee skills and abilities to ensure appointment and promotional opportunities on merit.”

To achieve this Council has adopted the following goal:

“To ensure that employment related matters and decisions are based only on skills and abilities and are determined on merit regardless of gender, marital status, family responsibilities, sexual orientation, creed, age, disability, colour, race or ethnic origin.”

13. Key Approved Planning and Policy Documents

13.1 Long-term Plan

Under the Local Government Act 2002 (LGA), the Council is required to develop a Long term Plan [LTP] in consultation with the community. The LTP describes the activities that Council will undertake to deliver on its responsibilities to promote the social, economic, environmental, and cultural well-being of the district. This involves Council identifying, in detail, what needs to be done and how each project will be funded.

The LTP covers the 10 years from the date of its publication and is reviewed and updated at least every three years. In addition, the LTP must contain an Infrastructure Strategy which covers 30 years for our roading, water, wastewater, stormwater, council facilities and parks/reserves assets. The current LTP covers the period 2021-2031. Planning for the development of the 2024-34 LTP started in 2023.

The LTP is audited by Audit NZ to ensure that it complies with the requirements of the LGA. Policies that must be included within the LTP:

1. Infrastructure Strategy
2. Financial Strategy
3. Revenue and Financing Policy
4. Significance and Engagement Policy
5. Funding Impact Statement

13.2 Annual Plan

An Annual Plan must be completed in the years where Council does not adopt an LTP. An Annual Plan makes any necessary adjustments to the budgets included in the LTP for the relevant financial year. Council is only required to formally consult on an Annual Plan if there are ‘materially or significant’ changes from what was proposed in the LTP.

13.3 Taupō District Council District Plan (under review)

Under the Resource Management Act 1991, Council is required to have a District Plan. The District Plan describes what land uses and subdivision are able to occur in the district.

The District Plan is currently under a rolling review, where plan changes are made in response to issues with particular sections or where new issues arise that need to be addressed. The District Plan can be viewed online at www.Taupō.govt.nz. The Government is currently reforming the Resource Management Act 1991 with a long transition process anticipated as we move to the new legislation. The timing of that reform is likely to impact on the timing of future plan changes by Council.

13.4 Taupō District 2050 Growth Management Strategy

Taupō District 2050 is the district's Growth Management Strategy. It describes how and where to accommodate the district's expected growth. A revised version of the strategy was adopted in October 2018 and can be viewed online at www.Taupō.govt.nz. The Government is proposing to introduce the Spatial Planning Act which will require Council to engage at a regional level on spatial planning. A review of Taupō District 2050 is anticipated to better enable Council to have that regional influence.

13.5 Other Key Policies

View Taupō District Council's key strategies and policies online at www.Taupō.govt.nz

14. Contact details for Taupō District Council

Main Office:	Taupō Main Office, 30 Tongariro Street, Taupō
Service Centres:	Tūrangi Customer and Visitor Information Centre, 1 Ngawaka Place, Tūrangi
	Mangakino Service Centre, Rangatira Drive
Address [postal]:	Private Bag 2005, Taupō 3352
Phone (Main Office):	(07) 376 0899
Phone (Tūrangi):	(07) 376 0899
Phone (Mangakino):	(07) 376 0899
Internet:	www.Taupō.govt.nz or https://online.taupo.govt.nz/online-services/new/contact-us/step/1
Email:	info@taupo.govt.nz

14.1 Contact details of the Mayor and Councillors

Mayor and Councillors' contact details can be viewed online at <https://www.taupodc.govt.nz/council/mayor-and-councillors> Councillors can be emailed as a group via councillors@taupo.govt.nz or individual councillors can be emailed using the format councillorsurname@taupo.govt.nz.

14.2 Systems for Processing Complaints

In the first instance, most complaints are dealt with and resolved by the department involved.

However, depending on the seriousness of the complaint it may be escalated to the appropriate general manager or to the Chief Executive..

People wishing to make complaints should do so in writing addressed to the appropriate person.

15. Requests for Official Information

Under the Local Government Official Information and Meetings Act 1987 (LGOIMA) any person may request information from the Council. Any request for information is a request made under LGOIMA. You do not have to say you are making a request under LGOIMA.

Once a request is made the Council must supply the information unless good reason exists for withholding it. The LGOIMA says that information may be withheld if release of

the information would endanger the safety of any person or prejudice maintenance of the law or, subject to being outweighed by public interest considerations, if release would:

1. compromise the privacy of any person
2. reveal confidential or commercially sensitive information
3. cause offence to tikanga Māori or would disclose the location of waahi tapu in relation to certain Resource Management Act matters
4. prejudice public health or safety
5. prejudice measures to prevent or mitigate material loss to members of the public
6. compromise the effective conduct of the Council's public affairs in certain ways
7. compromise legal professional privilege
8. disadvantage the Council while carrying out negotiations or commercial activities
9. allow information to be used for improper gain or advantage.

The Council must answer requests as soon as reasonably practical, but in no case later than 20 working days (although there are certain circumstances where this time-frame may be extended). The Council may charge for official information under guidelines set down by the Ministry of Justice.

In the first instance you should address requests for official information to the Business Support team businesssupport@taupo.govt.nz. Council may charge for providing official information where extensive research is involved. Council adopts a Fees and Charges schedule annually which prescribes the fee for LGOIMA requests. This can be viewed online at <https://www.taupodc.govt.nz/rules-regulations-and-licenses/fees-and-charges/land-information-memorandum-and-corporate-services-fees>.

16. Council Bylaws

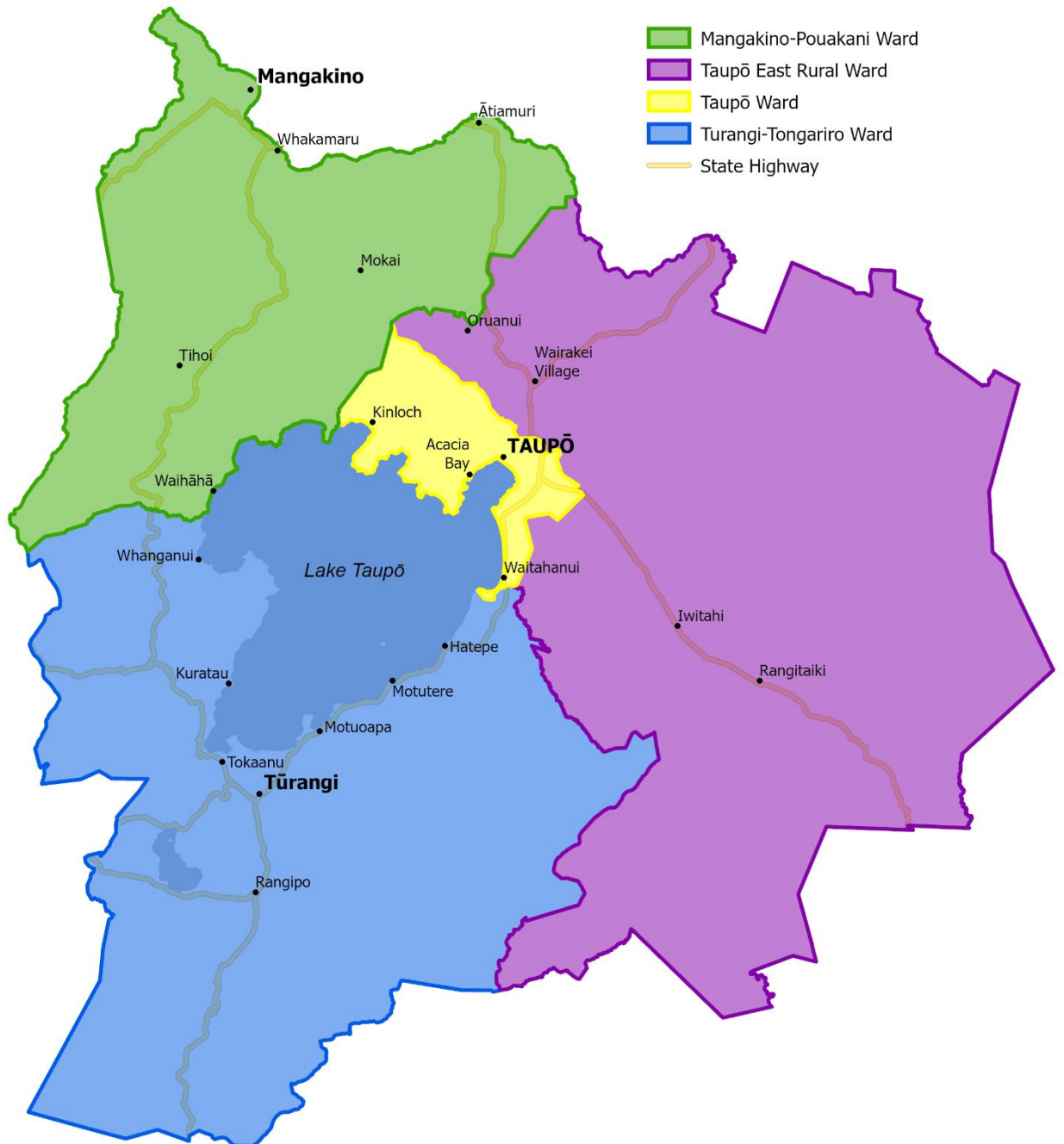
A local authority can adopt a bylaw for the purposes of:

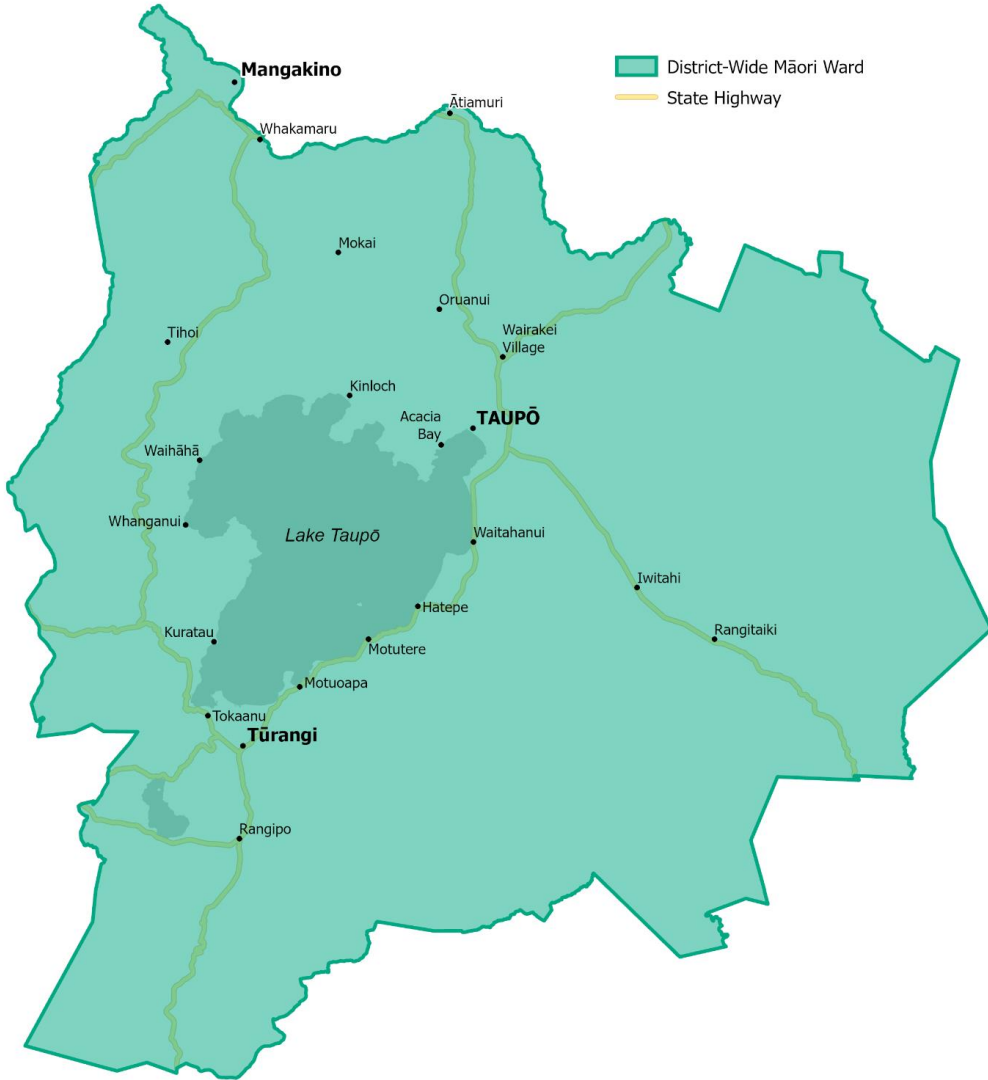
1. protecting the public from nuisance.
2. Protecting, promoting and maintaining public health and safety
3. Minimising the potential for offensive behaviour in public places.

A local authority can also adopt a bylaw for some specific purposes described in the LGA including waste management, trading and public places and cemeteries.

A list of Council's bylaws is outlined in Appendix B. This list includes: the bylaw title, a general description, when it was made, and if applicable, the date of its last review.

APPENDIX A – Ward Map





APPENDIX B - Taupō District Council Bylaws

<u>TITLE OF BYLAW</u>	<u>GENERAL DESCRIPTION</u>	<u>BYLAW MADE</u>	<u>LAST REVIEW</u>	<u>NEXT REVIEW</u>
TDC Solid Waste Bylaw: 2012	Regulates waste management, collection, transport & disposal of waste	2007	2012	2024
TDC Cemetery Bylaw 2012	Controls & manages all cemeteries within Council control	2006	2012	2023
TDC Control of Dogs Bylaw 2013	Sets standards of control that must be observed by dog owners	2004	2021	2031
TDC Traffic Bylaw 2018	Regulates parking & the use of roads & public places	2008	2014	2024
TDC Speed Limits Bylaw 2011	Sets speed limits within the Taupō District	2011	2018	2028
Alcohol Control Bylaw 2018	To reduce crime and disorder within Taupō District by providing alcohol controls in public places.	2018		2023
TDC Trade Waste Bylaw 2010	Regulates the disposal of trade waste	2010	2016	2026
TDC Water Supply Bylaw 2015	Regulates Council and customer responsibilities for the supply and use of drinking water	2009	2015	2025
TDC Animals, Birds and Bees Bylaw 2016	Regulates the requirements for keeping animals, birds and bees within Taupō District to ensure the health and safety of any persons, animals, birds and bees, and to protect of the public from nuisance.	2016	2021	2031
TDC Litter Bylaw 2016	Regulates the requirements for litter within Taupō District to ensure the health and safety of any persons, and for the protection of the environment.	2016	2021	2031
TDC Trading in Public Places Bylaw 2016	Regulates the requirements for trading in public places within Taupō District to ensure the health and safety of any persons, and to protect the public from nuisance.	2016	2021	2031
TDC Reserves and Public Places Bylaw 2016	Regulates the requirements for reserves and public places within Taupō District to ensure the health and safety of any persons, and to protect the public from nuisance.	2016	2021	2031
Freedom Camping Bylaw 2019	Manage freedom camping in parts of Taupō district.	2017		2023