

Māori Representative for Emergency Management Committee Role Description

PURPOSE

The Māori representative role is to provide governance and oversight of planning, co-ordination and delivery of Civil Defence Emergency Management within the Taupō District. The role also supports engagement between the Taupō District's marae, their hapū and Council. Refer to the Terms of Reference for further details on the scope of the committee.

KEY TASKS

1. Regular attendance at scheduled Emergency Management Committee meetings (quarterly)
2. Providing Māori perspective into the planning for and managing all emergency management matters considered by the Committee.
3. Supporting and promoting engagement with the Taupō District's iwi partners, local marae and hapū.
4. Fostering collaboration with iwi within the Waikato Civil Defence Emergency Management (CDEM) Group.
5. To develop positive working relationships with fellow members and Council managers to ensure effective Māori representation.
6. Participating constructively and effectively in the good governance of the committee as a whole
7. Recognising that the governance role does not extend to operational matters or to the management of any implementation.
8. Having an understanding of the processes set out in the Standing Orders that determine how meetings are run and how decisions are made
9. Developing and maintaining a working knowledge of powers, duties and constraints that fall under the Committee's delegated area of responsibility.
10. Ensuring familiarity with agendas and other reports before the meetings of the committee
11. Identifying, being aware of and declaring any potential personal conflicts of interest, whether these are pecuniary or non-pecuniary.
12. Being familiar with and complying with the statutory requirements of a committee member including appropriate recordkeeping in accordance with the Public Records Act 2005 and the Local Government Official Information and Meetings Act 1987
13. To abide by and sign the declaration of Council's Code of Conduct which sets out how the external members will work as a team and relate to other members of the group, the community, and staff.