

Council

Meeting of 17 December 2025

Business Unit: People and Corporate

Date Created: 20 November 2025

Adoption of the Community Honours Policy

Purpose Te Aronga o te Pūrongo

To seek Council's adoption of the updated Community Honours Policy, with or without amendment.

Recommendations Ngā Tūtohunga

That the Council adopts the updated Community Honours Policy (attachment 1), without amendment.

OR

That the Council adopts the updated Community Honours Policy (attachment 1), with amendments below.

Report prepared by:
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Governance and Strategy Officer

Approved for submission by:
Frances Smorti
General Manager - People and Corporate

1 Background Ngā Kōrero o Muri

- 1.1 The Community Honours Policy was originally adopted by the Council in 1991.
- 1.2 The Policy sets out the process for Council to honour individuals who have carried out meritorious service in the Manawātū District in one or more of the categories of Community Service, Welfare, Sport, Culture, the Arts, Recreation and Education, on an annual basis.
- 1.3 There have been 145 Community Honours awarded since 1991.
- 1.4 The Community Honours Policy was last reviewed in 2024 and was adopted by the Council at its meeting 01 August 2024.

2 Strategic Fit Te Tautika ki te Rautaki

- 2.1 The Community Honours Awards aligns with the strategic priority of a place to belong and grow recognising service to our community.

3 Discussion and Options Considered Ngā Matapakinga me ngā Kōwhiringa i Wānangahia

- 3.1 During the process of approving nominations for the October 2025 Community Honours, the previous Council asked for two revisions be made to the policy before community engagement begins in early 2026.
 - That Councillors are not eligible to be nominated while standing as an elected member on Council; and
 - That Council make it known that various types of media can be provided to support nominations. For example, website links, power point presentations, photos, video/audio recordings. This is to give nominators more flexibility and allow them to choose the format that best highlights the nominee's service.
 - Sections 2.3 and 2.5 have the above amendments.
- 3.2 The policy has also been updated on the new template and undergone minor formatting improvements (marked in yellow).

4 Risk Assessment Te Arotake Tūraru

- 4.1 Not applicable.

5 Engagement Te Whakapānga

Significance of Decision

- 5.1 The Council's Significance and Engagement Policy is not triggered by matters discussed in this report. No stakeholder engagement is required.

Māori and Cultural Engagement

- 5.2 There are no known cultural considerations associated with the matters addressed in this report. No specific engagement with Māori or other ethnicity groups is necessary.

Community Engagement

- 5.3 This policy is available to the public and used in conjunction with the Council's Communications engagement throughout February to June annually to encourage participation in the Awards.

6 Operational Implications Ngā Pānga Whakahaere

- 6.1 There are no operational implications with this report.

7 Financial Implications Ngā Pānga Ahumoni

- 7.1 There are no financial implications with this report.

8 Statutory Requirements Ngā Here ā-Ture

- 8.1 There are no statutory requirements for this report.

9 Next Steps Te Kokenga

- 9.1 Officers will begin the advertising campaign in early 2026.

10 Attachments Ngā Āpitihanga

- Community Honours Policy with tracked changes.