

Te Reo and Tikanga Policy

Adopted: (Date)

Next review by Date: 31 December 2026

1. Purpose and Scope

The purpose and scope of this Policy is to enable Far North District Council (FNDC) to support the correct usage of Te Reo Māori by providing a framework for its use by FNDC both internally and externally.

2. Vision

The vision is that “By 2025, FNDC has increased the use of Te Reo and Tikanga in our workspaces and the public places we manage as a key element in strengthening our partnership with tangata whenua and in delivering effective services.”

3. Goals and objectives

To achieve our vision and promote the use of Te Reo in our workplaces and the public spaces we manage, FNDC will:

- A) Demonstrate leadership in increasing the use of Te Reo
- B) Achieve Te Reo and Tikanga staff development outcomes
- C) Implement effective Te Reo communication systems and processes
- D) Increase Te Reo use in human resource processes and systems

4. Application

This policy applies to:

- i. all permanent employees
- ii. fixed term employees

Casual and temporary employees and those on short term contracts under 6 months are exempt from the training requirements of this policy but must be familiar and work within the policy expectations that impacts on their area of work.

5. Responsibilities

The respective roles and responsibilities for this policy include:

- i. SLT provides the authority for the policy and they and Managers will demonstrate leadership and role modelling in implementing the policy;

- ii. Employees will be aware of and implement the policy by making the policy and implementation plan available through the intranet and induction and training processes;
- iii. Te Hono will provide advice and support on any issues associated with the policy;
- iv. FNDCs trainer in te Reo and tikanga will provide clarification during te Reo and training sessions and on a case by case as negotiated and agreed outside of training session times.

6. Relevant Legislation, Policies and Procedures

Legislation	Te Ture Mō te Reo Māori 2016 Māori Language Act 2016 Local Government Act 2002
Council Policies and Procedures	FNDC Tangihanga policy and Koha policy
Other	Te Puni Kōkiri Maihi Māori and Maihi Karauna Te Puni Kōkiri Māori English Bilingual Signage: A guide for best practice
Guiding documents	He Whakaputanga o Niu Tirenī 1835, Te Tiriti o Waitangi 1840,

7. Support

This policy is to be read in conjunction with the Te Reo and Tikanga Policy Guidelines.

For more information on Councils' 'Te Reo Māori and Tikanga Policy', please contact Te Hono team support at <mailto:tehonosupport@fndc.govt.nz>

8. Definitions

Term	Definition
Tikanga reo rua	Bilingual
Mauri	Life essence