

*“He toa taki tini taku toa,
E hara i te toa taki tahi”
“My strength will only be achieved
Because of the efforts of us all.”*

Rātū 23 Here-turi-kōkā 2016

**Council Chambers, Rimu Road, Paraparaumu
10.00 am**

Committee Membership:

Rupene Waaka (Ngā Hapū o Ōtaki) (Chair)	Mahinarangi Hakaraia (Ngā Hapū o Ōtaki)
Ann-Maree Ellison (Te Āti Awa ki Whakarongotai – Charitable Trust)	Cherie Seamark (Te Āti Awa ki Whakarongotai – Charitable Trust)
Carol Reihana (Ngāti Toa Rangatira)	Hohepa Potini (Ngāti Toa Rangatira)
Leana Barriball (Ngāti Toa Rangatira)	
Mayor Ross Church (Kāpiti Coast District Council)	Cr Janet Holborow (Kāpiti Coast District Council)

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MINUTES	MEETING HELD ON	TIME
TE WHAKAMINENGA O KĀPITI	RATU 12 HŌNGONGOI 2016	10.05 AM

Minutes of a six-weekly meeting of Te Whakaminenga o Kāpiti on Tuesday 12 July 2016, commencing at 10.05 am in the Paraparaumu Library Meeting Room, Iver Trask Place, Paraparaumu.

MEMBERS

Mr	R	Waaka	Ngā Hapū o Ōtaki (Chair)
Ms	A-M	Ellison	Te Āti Awa Charitable Trust
Ms	C	Seamark	Te Āti Awa Charitable Trust
Ms	C	Reihana	Ngāti Toarangatira (Ngāti Haumia) (from 11am)
Cr	J	Holborow	Mema o Te Kaunihera
Mayor	R	Church	Koromatua

IN ATTENDANCE

Ms	M	Fraser	A/g Kaihautū Rautaki
Mr	S	McArthur	A/g Tumuaki
Ms	V	Starbuck-Maffey	Kaiwhakahaere Ratonga Manapori
Ms	A	Braddock	Kaituitui mo te Kaunihera Taiohi
Ms	S	Stevenson	Manager, Research, Policy and Planning
Mr	B	Turner	ZEAL
Mr	D	Orchard	ZEAL

APOLOGIES

Mr	D	Te Maipi	Kaumātua o te Kaunihera
Mr	H	Potini	Ngāti Toa Rangatira
Ms	M	Hakaraia	Ngā Hapū o Ōtaki
Ms	C	Reihana	Ngāti Haumia (for lateness)
Mr	P	Dougherty	Tumuaki

The meeting opened with a karakia by Monica Fraser.

Te Whakaminenga o Kāpiti 16/07/286

TUKU AROHA/APOLOGIES

MOVED (Mayor/Ellison)

That Te Whakaminenga o Kāpiti accepts apologies from Mahinarangi Hakaraia, Don Te Maipi, Hohepa Potini, Pat Dougherty, and from Carol Reihana for lateness.

CARRIED

Te Whakaminenga o Kāpiti 16/07/287

PUBLIC SPEAKING TIME

There were no public speakers.

MINUTES	MEETING HELD ON	TIME
TE WHAKAMINENGA O KĀPITI	RATU 12 HŌNGONGOI 2016	10.05 AM

Te Whakaminenga o Kāpiti 16/07/288

ADDITIONAL AGENDA ITEMS

None were requested at this time.

Te Whakaminenga o Kāpiti 16/07/289

CONFIRMATION OF MINUTES – 31 HARATUA (MAY) 2016

MOVED (Ellison/Holborow)

That the minutes of the meeting of Te Whakaminenga o Kāpiti on 31 May 2016 are confirmed as a true and accurate record of that meeting.

CARRIED

Strategic Work Programme

Te Whakaminenga o Kāpiti 16/07/290

PRESENTATION: ZEAL EDUCATION TRUST

Brook Turner and Dave Orchard gave a presentation which updated the recent achievements of the group:

- A 24 year lease for the Youth Development Centre at 130 Rimu Road had been signed. The activities that were planned for the centre were outlined. The detailed design and tender had been completed. Project fundraising was active and the application to the Lotteries Commission was promising (this decision would be made in December 2016). In the interim fundraising was continuing. The building fitout was scheduled for February 2017 with an opening of the facility in July 2017. Guidance was sought from iwi members about the best and most appropriate way to engage with, acknowledge and develop ongoing relationships with, iwi regarding the space.
- Youth development initiatives were outlined, and relationship-building with key groups in the community was continuing. A volunteer group of young people aged 13-18 years had been established and they had been helping at a number of recent events, including the Waikanae Show, and a planting day at Queen Elizabeth Park.
- The first satellite service unit (coffee cart) had been launched at Kāpiti College and this unit provided young people with training in skills and employment experience. A second service unit comprising a 'Music Box' was planned and had been 80% funded.
- ZEAL wanted to meet with ART leaders to discuss the needs of their rangatahi. It was agreed that this would be placed on the agenda of the next ART Forum meeting. It was explained that dealing with iwi was not just about contacting a marae, as business activities were run through rūnanaga which were separate entities.
- Music was a key avenue for engaging with young people. It was important to connect with the right people. Ngā hapū o Ōtaki have a rangatahi event and the Chair agreed to link ZEAL representatives with this event, and Te Āti Awa have a similar event with an opportunity to do likewise. It was agreed to circulate ZEAL's powerpoint to members.

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TE WHAKAMINENGA O KĀPITI	RATU 12 HŌNGONGOI 2016	10.05 AM

Te Whakaminenga o Kāpiti 16/07/291

PRESENTATION: KĀPITI ENVIRONMENTAL ACCORD

Sarah Stevenson provided an update on the Kāpiti Environmental Accord which was a proposed concept for a shared vision and strategy for biodiversity on the Kāpiti Coast.

- Although this concept was first mooted last August it was only now that most of the Proposed District Plan hearings were completed that resources were available to progress it.
- Iwi were significant partners in this process, together with stakeholders including Greater Wellington Regional Council (GWRC), landowners, care groups and others such as Federated Farmers and Forest and Bird. Examples were provided of recent efforts by various groups in the biodiversity area.
- Advice was sought on how best to progress the concept and secure the partnership. It was proposed to hold a meeting of parties in September to discuss current work programmes and coordination, and whether an Accord would be useful. GWRC had indicated they were keen to co-sign (with Council) the letter of invitation. Iwi members agreed it would be appropriate for the Chair of Te Whakaminenga (as a partner) to sign the invitation as well.
- The care groups were supportive of the concept. The Accord was not intended to replace any existing arrangements.
- Iwi raised the matter of resourcing the Accord, with iwi already being stretched across many different work programmes, both with Council and with other agencies, as well as running their own care programmes for their own areas. Sometimes there were tensions between the iwi approach and that of care groups and this would have to be acknowledged and carefully managed in the context of any Accord.
- If the parties involved did not see any useful application of an Accord it would not be pursued.

Carol Reihana joined the meeting at 11am.

MOVED (Mayor/Ellison)

That Te Whakaminenga o Kāpiti, the Council, and the Greater Wellington Regional Council will jointly invite all stakeholders to a meeting in September to discuss the concept and application of an Environmental Accord for Kāpiti.

CARRIED

- Members agreed it might be appropriate for Raukawa marae to host the event, and discussions would continue.
- The powerpoint presentation would be circulated to members.

MINUTES	MEETING HELD ON	TIME
TE WHAKAMINENGA O KĀPITI	RATU 12 HŌNGONGOI 2016	10.05 AM

Te Whakaminenga o Kāpiti 16/07/292

PRESENTATION: ACHIEVEMENTS FOR 2015/16

Monica Fraser provided an update on the group's achievements for 2015/16:

- Proposed District Plan (PDP) process – the work of the Tāngata Whenua Working Party, the appointment of an iwi commissioner Miria Pomare;
- Environmental management - two iwi hearing commissioners had gained recertification, two tours of the waahi tapu sites had been held for Council staff with ongoing corporate training, cross-council team approaches to project work eg cultural impact assessments;
- Participation in decision-making – six-weekly ART Forums, Working Parties for Water, the PDP, the Māori Economic Development, Town Centres; the Chair of Te Whakaminenga sat at the Council table during meetings and Māori representatives were full members of three Council Standing Committees;
- Reviews – the marae grant policy and process, Māori Economic Development Strategy, the ART Strategy, urupā maintenance grants;
- Matariki and Te Wiki o Te Reo Māori – huge increase in the number of community-driven activities to celebrate these two events;
- 2016/17 Maramataka – being launched today;
- Waitangi Day 2016 had been a huge success;
- The Chair offered congratulations to staff on this work programme;
- Cr Holborow raised the issue of the need to restore/maintain the gateway at Kena Kena and this would be placed in the 2016/17 work programme along with the larger issue of developing an inventory of all such sites and a scheduled programme of maintenance going forward.

MOVED (Mayor/Seamark)

That Te Whakaminenga o Kāpiti receives with thanks the 2015/16 Work Programme review.

CARRIED

Updates / Other Matters

Te Whakaminenga o Kāpiti 16/07/293

IWI UPDATES

Ngāti Toa Rangatira

- The group noted this recent accolade for Mr Rei who was a former member of Te Whakaminenga o Kāpiti. The venue for his investiture was discussed as was the proposal to present him with a gift commemorating the occasion. It was agreed that a letter of congratulations would be co-signed by the Mayor and Chair and further discussions would take place concerning Te Whakaminenga o Kāpiti representation at the ceremony.

Ngā Hapū o Ōtaki

- There was nothing specific to note at this time.

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TE WHAKAMINENGA O KĀPITI	RATU 12 HŌNGONGOI 2016	10.05 AM

Te Āti Awa

- An employment opportunity had arisen associated with a Habitat New Zealand project.
- A rangatahi hui had been held.

Te Whakaminenga o Kāpiti 16/07/294

TREATY SETTLEMENTS – OVERVIEW FROM EACH IWI

- None of the three iwi had any updates to report on Treaty Settlements.

Te Whakaminenga o Kāpiti 16/07/295

COUNCIL UPDATE

The Mayor provided an update including:

- Council had recently adopted the 2016/17 Annual Plan and struck the rates
- Paraparaumu (including Raumati) had been named ‘Town of the Year’
- The Greenest Neighbourhood Competition had been launched
- The Waikanae Beach Development residents’ group had met
- Hilary Wooding was named as a finalist in the Community Awards.

Te Whakaminenga o Kāpiti 16/07/296

CORRESPONDENCE

There was no correspondence.

Te Whakaminenga o Kāpiti 16/07/297

OTHER BUSINESS

There was no other business.

The meeting closed at 11.30am with a karakia by Monica Fraser.

.....
Chair

.....
Date

Te Whakaminenga o Kāpiti Annual Work Plan 2016-2017

**Te Āti Awa ki Whakarongotai
Ngā Hapū o Ōtaki
Ngāti Toa Rangatira
And
The Kāpiti Coast District Council**

Kaupapa	Comments/tasks	Budget 16/17	Organisational Budget	By Whom
1. Kaitiakitanga	District Plan <ul style="list-style-type: none"> ▪ Development - iwi management plan either as a combined three iwi plan or with each iwi 	\$10,250 \$82,000	Te Whakaminenga District Plan	Monica and Sarah
	Working Parties <ul style="list-style-type: none"> ▪ MED ▪ District Plan ▪ Water ▪ Town Centres ▪ Integration project ▪ Community 	Staff time	Funded from projects	Relevant Activity Manager with support from Monica
	Urupā <ul style="list-style-type: none"> ▪ Annual grant to the four hapū managed urupā 	\$11,682	Open Spaces	Monica
2. Capacity Building	Build iwi capacity in resource management <ul style="list-style-type: none"> ▪ Attendance at relevant Conferences ▪ Resource Management Training 	\$7,141	Te Whakaminenga	Monica
	Iwi Consultation and Engagement and Resource Consents <ul style="list-style-type: none"> ▪ Building capacity for the mandated iwi organisations in direct consultation on iwi matters of significance ▪ Building capacity for iwi to respond to consent process under the resource management act 	\$54,000 \$20,000	Te Whakaminenga Resource Consents	Monica
	Democratic process <ul style="list-style-type: none"> ▪ Review of remuneration for governance and working party ▪ Memorandum of Partnership ▪ Terms of Reference ▪ Māori representation to Standing committees ▪ Māori Wards 	Staff time	Democratic Services	Vyv and Annette
	Governance meeting support <ul style="list-style-type: none"> ▪ Te Whakaminenga o Kāpiti ▪ ART Forum 	\$7,756 \$7,000	Governance Te Whakaminenga	Vyv and Annette
	Communication <ul style="list-style-type: none"> ▪ Quarterly newsletter produced and disseminated to the community ▪ Upload to Councils website 	\$2,141	Te Whakaminenga	Maia

Kaupapa	Comments/tasks	Budget 16/17	Organisational Budget	By Whom
3. Māori Economic Development	Strategy <ul style="list-style-type: none"> ▪ Develop updated strategy that captures the feedback from the review completed in 2015/2016 ▪ Undertake a study of Māori lands ▪ Implement the updated MED strategy 	\$66,625	Te Whakaminenga	Monica
4. ART Strategy	Strategy <ul style="list-style-type: none"> ▪ Develop updated strategy based on feedback from the review completed in 2015/2016 ▪ The reviewed strategy will influence the future work programme of iwi and potential bids into the Long Term Plan 	\$10,000	Te Whakaminenga	Monica
5. Heritage	Waahi Tapu <ul style="list-style-type: none"> ▪ Waahi Tapu bus tours for iwi and community to enhance knowledge and understanding of the significance of waahi tapu to iwi 	\$3,050	Te Whakaminenga	Maia
	Maramataka <ul style="list-style-type: none"> ▪ Develop Maramataka for 2017-2018 – first world war 100th year anniversary of WW1 (last year of this theme) ▪ Launch ▪ Promote to the community in line with Matariki 	\$7,952	Te Whakaminenga	Maia
	Heritage Trail <ul style="list-style-type: none"> ▪ Contributing to the ongoing development of the Districts Heritage Trail which includes the development of all information in te reo Māori ▪ Should be aware of other programmes of work that relate to the integration project 	\$7,557	Te Whakaminenga	Maia in conjunction with Heritage project team
5. Waitangi Day	Implementation of Community Commemoration <ul style="list-style-type: none"> ▪ Council and iwi to jointly manage the districts approach to Waitangi Day alongside iwi ▪ Investigate additional funding towards this event 	\$12,746	Corporate Management	Maia, Te Waka, across council teams
6. He Taonga te reo	Bi lingual signage <ul style="list-style-type: none"> ▪ Progress this initiative in Ōtaki ▪ Explore opportunities to progress this through the wider Kāpiti Coast ▪ Rongoā signage 	\$2,309	Parks and Open Spaces	Maia and Alison

Kaupapa	Comments/tasks	Budget 16/17	Organisational Budget	By Whom
<i>He Taonga te reo continued...</i>	Te Reo Māori Week <ul style="list-style-type: none"> ▪ Initiate activity to celebrate Te Reo Māori Week across the community ▪ Develop strategies to support Te Reo Māori throughout the year 	\$5,000	Te Whakaminenga	Maia and across council teams
	Matariki <ul style="list-style-type: none"> ▪ Applications by iwi to fund projects that build knowledge and understanding of Matariki in the community ▪ Activity that will be supported will be those events that promote Matariki to the wider Kāpiti community of: What Matariki is? What is the Significance of Matariki for Maori? How to incorporate Matariki into everyday life 	\$5,000	Te Whakaminenga	Maia and across council teams
	Internal <ul style="list-style-type: none"> ▪ Create opportunities to develop Te Reo me ona tikanga Māori for council staff ▪ Support opportunities to develop pronunciation of kupu Māori\Identify activities that will promote Te Reo Māori week and other identified strategies amongst the community ▪ Establish relationships with providers of te reo Māori classes ▪ Promote awareness of te reo Māori providers and organisations to the Kāpiti community ▪ Establish relationships with Māori businesses in the community ▪ Promote Māori business to the Kapiti community ▪ Historical overview of tāngata whenua to the Kāpiti coast ▪ Overview of Māori world view ▪ ART confederation – elected members, Te Waka and staff induction process on marae 	Staff time	Te Waka	Maia
7. Marae Grant and Maintenance programme	Marae Capacity building <ul style="list-style-type: none"> ▪ Implementation of the Marae Support policy including ▪ Asset management registers with marae – review these in line with the requirements of Building Warrant of fitness with the building team and recommend amendments where required to the OPUS reports ▪ Capital works projects – support for additional funding maybe sourced through the LTP and Annual Plan process ▪ Protection and preservation, health and safety, maintenance and management of marae ▪ Understanding the role of marae within the community 	\$54,157	Te Whakaminenga	Monica

Kaupapa	Comments/tasks	Budget 16/17	Organisational Budget	By Whom
8. Emergent issues	Treaty Settlements <ul style="list-style-type: none"> ▪ Develop mechanisms that promote communication between iwi and Council ▪ At iwi invitation, Council will be invited to attend negotiation meetings as observers to the process ▪ Staff time ▪ KCDC 	Staff time	KCDC Te Whakaminenga	Monica
	Housing Keep abreast of housing issues <ul style="list-style-type: none"> ▪ Changes to housing stock of Council ▪ Changes to housing stock of Housing New Zealand ▪ Housing forum ▪ Compile a list of Council housing stock 	Staff time	KCDC Te Whakaminenga	Monica
	Promote housing initiatives District Plan <ul style="list-style-type: none"> ▪ Papakainga housing ▪ Promote healthy housing initiatives with whanau, hapū and iwi relationships ▪ Review Open for Business tool kit for supporting Māori land owners to implement papakainga 	Staff time	KCDC Te Whakaminenga	Monica
	Te Ture Whenua Māori <ul style="list-style-type: none"> ▪ Rates implications for Māori owned land ▪ Rates reviewed 	Staff time	KCDC Te Whakaminenga	Monica