

TE WHAKAMINENGA O KĀPITI

*“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 17 Whiringa-ā-rangi 2015

**Council Chambers, 175 Rimu Road, Paraparaumu
10.00 am**

Committee Membership:

Rupene Waaka (Ngā Hapū o Ōtaki) **(Chair)**
Ann-Maree Ellison (Te Āti Awa ki Whakarongotai –
Charitable Trust)
Carol Reihana (Ngāti Toa Rangatira)
Mayor Ross Church (Kāpiti Coast District Council)

Mahinarangi Hakaraia (Ngā Hapū o Ōtaki)
Cherie Seamark (Te Āti Awa ki Whakarongotai –
Charitable Trust)
Hohepa Potini (Ngāti Toa Rangatira)
Cr Janet Holborow (Kāpiti Coast District Council)

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8	Presentation: 2016 Māoriland Festival		
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10	Engagement and Communications Strategy		
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MINUTES	MEETING HELD ON	TIME
TE WHAKAMINENGA O KĀPITI	RĀTŪ 6 WHIRINGA-Ā-NUKU 2015	10.00 AM

Minutes of a six-weekly meeting of Te Whakaminenga o Kāpiti on Tuesday 6 October 2015, commencing at 10.00am in the Council Chambers, Ground Floor, Civic Administration Building, 175 Rimu Road, Paraparaumu.

MEMBERS

Mr	R	Waaka	Ngā Hapū o Ōtaki
Ms	M	Hakaraia	Ngā Hapū o Ōtaki
Ms	A-M	Ellison	Te Āti Awa Charitable Trust
Ms	C	Seamark	Te Āti Awa Charitable Trust (from 10.22am)
Ms	C	Reihana	Ngāti Toa Rangatira (Ngāti Haumia)
Ms	J	Smeaton	Ngāti Toa Rangatira
Cr	M	Cardiff	Deputy Mayor

IN ATTENDANCE

Mr	D	Te Maipi	Kaumātua
Mr	S	McArthur	Kaihautū Rautaki me te Rangapū
Ms	M	Fraser	Kaiwhakahaere Tairangawhenua
Ms	S	Hutcheson	Kaitātari Kaupapa Matua
Ms	K	Dorofaeff	Kaiwhakataua Kaupapa Matua
Mr	K	Black	Kaiwhakahaere Ratonga Rangapū
Ms	V	Starbuck-Maffey	Kaiwhakahaere Ratonga Manapori

LEAVE OF ABSENCE

Cr	J	Holborow	Mema o te Kaunihera
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APOLOGIES

Mayor	R	Church	Koromatua
Mr	H	Potini	Ngāti Toa Rangatira

The meeting opened with a karakia by Don Te Maipi who expressed his best wishes for the Mayor during a difficult time.

Te Whakaminenga o Kāpiti 15/10/205

TUKU AROHA/APOLOGIES

MOVED (Carol/Mahina)

That Te Whakaminenga o Kāpiti accepts apologies from the Mayor, Hohepa Potini and from Cherie Seamark for lateness.

CARRIED

It was noted that Cr Janet Holborow was on leave of absence.

Te Whakaminenga o Kāpiti 15/10/206

PUBLIC SPEAKING TIME

There were no public speakers.

Te Whakaminenga o Kāpiti 15/10/207

ADDITIONAL AGENDA ITEMS

The Group agreed to place the subject 'Maintenance of the pou' on the agenda.

Te Whakaminenga o Kāpiti 15/10/208

CONFIRMATION OF MINUTES – 25 HERE-TURI-KŌKĀ (AUGUST) 2015

MOVED (Hakaraia/Ellison)

That the minutes of the meeting of Te Whakaminenga o Kāpiti on 25 August 2015 are confirmed as a true and accurate record of that meeting.

CARRIED

Strategic Work Programme

Te Whakaminenga o Kāpiti 15/10/209

PRESENTATION: WAIKANAĒ BEACH COMMUNITY FUTURE

Senior Policy Advisor Sam Hutcheson gave a powerpoint presentation on 'the Community Futures Project' and introduced Brandy Griffin a new staff member in the policy team. The intent is to help the Waikanae Beach community develop a shared vision and the process was similar to the one used to develop local outcomes statements (2006-2010). Beach residents had submitted to the Long Term Process asking for this, and another driver was the impact of the Expressway. The model of engagement was a highly collaborative one where Council facilitated and the Waikanae Community Board took a leadership/hosting role.

Cherie Seamark arrived at 10.22am.

A project timeline was presented. Community deliberation was occurring through drop-in information sessions, discussion meetings, and online forums. The activity to date was described. The ART Forum had been briefed and contact had been made with Te Āti Awa ki Whakarongotai Trust for their input. A workshop with iwi was proposed in order to capture their vision and implementation. It was suggested that the progress on this project could be showcased on Waitangi Day 2016.

It was suggested that an aerial map of the area would have been helpful and this would be provided, although it was noted that the community was defining the area concerned. There were two levels of consultation with iwi – with Te Whakaminenga o Kāpiti, and with Te Āti Awa, with input by Te Āti Awa input taking precedence. More notice of consultative events would be appreciated. Existing documents such as Te Haerenga Whakamua and the iwi vision in the Long Term Plan should be guiding principles. Iwi confirmed they would be pleased to participate more and have a workshop later this year.

Te Whakaminenga o Kāpiti 15/10/210

OCTOBER 2015 UPDATE ON THE PROPOSED DISTRICT PLAN (SP-15-1713)

Policy Planner Katherine Dorofaëff provided an update describing recent activities and engagement. She explained that with Darryl Lew's departure the PDP project would be managed by Vince Fallon, Sue Powell and Suzanne Rushmere.

The Urban Tree Variation had been publicly notified and submissions would close on 14 October. There had been a number of workshops with the new Working Party Te Ohu Taiao with good progress on waahi tapu rules and further detail was provided on this.

The PDP was now in the statutory phase between the close of submissions and the commencement of hearings. Ms Ellison said it had been very enjoyable working with the Council team.

MOVED (Ellison/Reihana)

That Te Whakaminenga O Kāpiti notes report SP-15-1713.

CARRIED

Te Whakaminenga o Kāpiti 15/10/211

2015 REPRESENTATION REVIEW: FINAL PROPOSAL: VERBAL UPDATE

Vyvien Starbuck-Maffey Democracy Services Manager spoke to the item explaining that Council had issued its final proposal on 27 August which was publicised with one month for the lodgement of appeals or objections (closing date of 5 October). None was received, although a letter had been received from Federated Farmers expressing disappointment with Council's final proposal in that it did not include the establishment of a Rural Reference Group. However, because the final proposal had included a boundary adjustment which was non-compliant with the Local Electoral Act's '+/-10% rule' the matter now had to be referred to the Local Government Commission for a final determination, which would be required by April 2016 in time for the local body elections in October 2016.

Te Whakaminenga o Kāpiti 15/10/212

LGNZ CONFERENCE REPORT BACK

The written report provided by attendees Ann-Maree Ellison and Mahinarangi Hakaraia was noted. Cr Cardiff proposed that further investigations be made into the eligibility of Te Whakaminenga o Kāpiti for an award as the longest council-iwi partnership in New Zealand. Members agreed and staff would progress this with further information being brought back to a future meeting.

MOVED (Waaka/Cardiff)

That Te Whakaminenga o Kāpiti receives the report.

CARRIED

Te Whakaminenga o Kāpiti 15/10/213
2015 CITIZENSHIP CEREMONY ON A MARAE

Monica Fraser spoke to this item. The citizenship ceremony scheduled for 25 November would take place on Whakarongotai marae. It was important to ensure that the Mayor and all Councillors had been formally received onto a marae before this event and Ms Ellison would followup on this.

There was anecdotal evidence of applicants being very keen to receive citizenship on a marae and it was agreed that this option should be more widely advertised. The role of the Department of Internal Affairs (DIA) was explained. The option would be publicised via the Council website and DIA contacted also.

Te Whakaminenga o Kāpiti 15/10/214
LONG TERM PLAN (LTP): SUMMARY DOCUMENT AND RESPONSE TO ART FORUM SUBMISSION

Kevin Black Corporate Planning and Reporting Manager spoke to a powerpoint presentation and circulated copies of the LTP summary booklet. He provided an overview of the current position and outlined the process for the 2016/17 Annual Plan. A copy of the Mayor's response to the ART Forum LTP submission was noted.

Council's decisions arising from the LTP process were to proceed with major initiatives and major projects, keep to a modest rates increase of 4.2% for 2015/26 and then 3.3% over the next 20 years, and not reduce any services.

Mr Black described the summary booklet and its availability (including online), and noted it was part of an overall communications plan to keep people informed and involved as the plan is delivered.

One learning from the consultation process was that while the submission process was valuable it would be good to have more input from community boards and iwi early in development and this would be actioned in relation to the Annual Plan process. Work would begin on the document in the next couple of months with the intention to engage with iwi informally around December.

It was noted that with legislative changes Council was now only required to consult with the community on any significant changes to the LTP.

The Chair suggested the potential impacts on the community of the Expressway and Transmission Gully projects should be taken into account in Council planning processes. Both these projects had the potential to bring more people into the district, thereby impacting on infrastructure.

It was pointed out in relation to funding that iwi members were representing their communities in the same way as Councillors and there was a funding disparity in terms of the iwi contribution – just receiving a sitting fee did not take into account all the pre- and post-meeting work needing to be done. This issue was being addressed through the Strategy and Planning Group and Democracy Services.

Iwi members also requested an induction programme post-election be developed so that iwi members could understand council processes in a more timely fashion.

Time would be allocated to go through the LTP with iwi members.

Te Whakaminenga o Kāpiti 15/10/215

IWI UPDATES

Ngā Hapū o Ōtaki

- 6 November – Ōtaki school is hosting a kapa haka festival

Te Āti Awa

- The Trust's AGM was postponed owing to lack of a quorum
- Hemi Sundgren has stepped down as trustee and will be replaced

Ngāti Toarangatira

- Developments around the seawall were awaited
- There was support for the waahi tapu site recommendations
- Ngā Manu Kōrero results would be provided at the next meeting, it was a very well-organised event.

Te Whakaminenga o Kāpiti 15/08/216

COUNCIL UPDATES

Group Manager Strategy and Planning Stephen McArthur updated the group on Local Government reform.

- The Local Government Commission (LGC) is continuing to work with the region's CEOs and Mayors focussing on Wairarapa governance needs, addressing transport issues across the region, spatial planning, economic development arrangements, and the potential for a collaborative approach to water management. The LGC's intention is to make significant progress before the end of the year, with public consultation following in March 2016. Council would be briefed later this week.
- The Council meeting on 15 October would feature reports on the appointment of elected members as hearing commissioners (in public session) and the appointment of an iwi commissioner (in public excluded session owing to the sensitivity of the information being presented). The appointments would allow the PDP hearing panels work to start with hearings in February 2016.

There was some discussion about the transport and water issues in relation to the LGC process and it was suggested that links and connections needed to be made across the bodies and key planning documents already in existence.

Te Whakaminenga o Kāpiti 15/08/217

CORRESPONDENCE

There was no correspondence received.

Te Whakaminenga o Kāpiti 15/08/218

OTHER BUSINESS

Maintenance of the pou outside the Civic Administration building

It was noted that a maintenance programme was to be put in place at the time of installation of the pou but this hadn't happened and it was agreed that iwi would provide this to Council, perhaps drawing on the programme in existence for the pou at the entrance to the Paraparaumu Library.

It was noted that applications for the role in Council of Iwi project officer would close this Friday.

The meeting closed at 11.52am with a karakia by Don Te Maipi.

.....
Chair

.....
Date

Chairperson and Members
TE WHAKAMINENGA O KĀPITI

17 NOVEMBER 2015

Meeting Status: **Public**

Purpose of Report: For Information

NOVEMBER 2015 UPDATE ON THE PROPOSED DISTRICT PLAN

PURPOSE OF REPORT

- 1 This report summarises activities carried out since the last update provided to Te Whakaminenga o Kāpiti on 6 October 2015.

DELEGATION

- 2 This report is for information purposes and does not seek a decision.

BACKGROUND

- 3 On 24 July 2014, the Council chose Option 4 recommended by the Independent Review of the Proposed District Plan (PDP). This option continues with a modified PDP process which addresses the Plan as a whole using the 'basket of tools' available to the Council.

TE OHU TAI AO

- 4 On 25 August, this committee appointed Te Ohu Taiao to provide iwi input into the PDP. The functions of Te Ohu Taiao are to:
 - Undertake a review of the SEV to familiarise themselves with the directions being recommended by the Council planning team on changes to the PDP based on submissions received.
 - Sit as “Iwi observers” at relevant formal pre-hearing and facilitated meetings (provided none of the submitter parties object) so as to understand the issues and reasons why potential PDP changes are being discussed in these forums.
 - Liaise with the PDP Chapter Lead Planners where advice is sought on Iwi issues which need to be considered in their Section 42A (Planning Reports to the Commissioners), in particular relating to the independent reporting on submissions on waahi tapu sites being undertaken for Council by Dr Des Kahotea and other relevant matters under Sections 6 (e), 7 (a) and 8 of the RMA.
 - Input into the Urban Tree Variation.
 - Participate in the development of the Kāpiti Environmental Accord concept and associated non-regulatory initiatives.
- 5 Since its appointment Te Ohi Taiao have had a number of workshops with Chapter Leads to understand and provide comments on changes made in the Submitter Engagement Version (SEV) of the Proposed Kāpiti Coast District Plan.

- 6 These workshops have been developed to ensure that we understand and capture the Māori world view in the most efficient and effective way, and the structure of these workshops is identified below:
 - Monday / Tuesday - Briefing on main changes between the Proposed District Plan and the Submitter Engagement Version of the Proposed District Plan (SEV)
 - Wednesday - Iwi consideration of information presented,
 - Thursday / Friday - Feedback from iwi.
- 7 A full programme of workshops can be seen at Appendix 1, and workshops on the following have already taken place:
 - Chapter 2 - Objectives
 - Chapter 3 - Natural Environment
 - Chapter 3 (Chapter 4 in PDP) - Coastal Environment
 - Chapter 7 - Rural Zones
 - Chapter 8 - Open Space
 - Chapter 9 - Hazards
 - Chapter 10 - Historic Heritage
 - Chapter 11 - Infrastructure
- 8 Te Ohu Taiao is being supported by an experienced planner (Michelle Conland), who is providing support and recording actions and changes suggested by Te Ohu Taiao. Chapter Leads will review and assess agreed actions and changes for their inclusion into the Section 42A reports that will be presented to commissioners at the District Plan hearings.
- 9 Where actions and changes suggested by Te Ohu Taiao are to be included in the Section 42A reports, these will be reported to Te Whakaminenga o Kāpiti.
- 10 In addition to the above, Te Ohu Taiao attended a PDP Pre Hearing on Outstanding Natural Landscapes on 14 September, and are also being briefed on upcoming areas of work that may be of interest to iwi, some of which will feed into the PDP process. These include:
 - Issues and Options work for Ecological Sites (where Te Ohu Taiao have attended a submitter reference group set up to look at regulatory and non-regulatory approaches to managing activities in these sites)
 - Identification of trees of cultural significance to support processes that address their protection and management
 - The Urban Tree Variation to the Proposed District Plan
 - The Airport Private Plan Change.
- 11 Over the next few weeks Chapter Leads will continue to present the remaining chapters to Te Ohu Taiao and progress will be reported at the next meeting of Te Whakaminenga O Kāpiti.

OTHER ENGAGEMENT ACTIVITIES

- 12 The following table lists the external engagement activities that have taken place since the last update which recorded activities up to 16 September 2015. Meeting notes and actions are recorded at each of these meetings and will inform the officers' Section 42A reports to be written for the hearings.

Date	Who	Chapter / topic
21 September	Waikanae Christian Holiday Park (Land Matters)	10 - Historic heritage
22 September	Winstone Aggregates	2 - Objectives 7 - Rural environment 9 - Hazards
22 September	Department of Conservation	1 - Intro & definitions 3 - Natural environment 7 - Rural environment
23 September	Rural submitter	3 - Natural environment
13 October	Transpower and Federated Farmers	11 - Infrastructure
14 October	Kapiti-Mana Forest & Bird	3 - Natural environment 7 - Rural environment
15 October	Landlink	5 - Living zones 12 - General provisions
19 October	Ecological Open Day - multiple submitters	3 - Natural environment

- 13 Figure 1 below shows the number of submitter meetings per chapter that have occurred, or are scheduled to occur, since the release of the SEV on 15 June 2015. Some meetings cover more than one chapter.

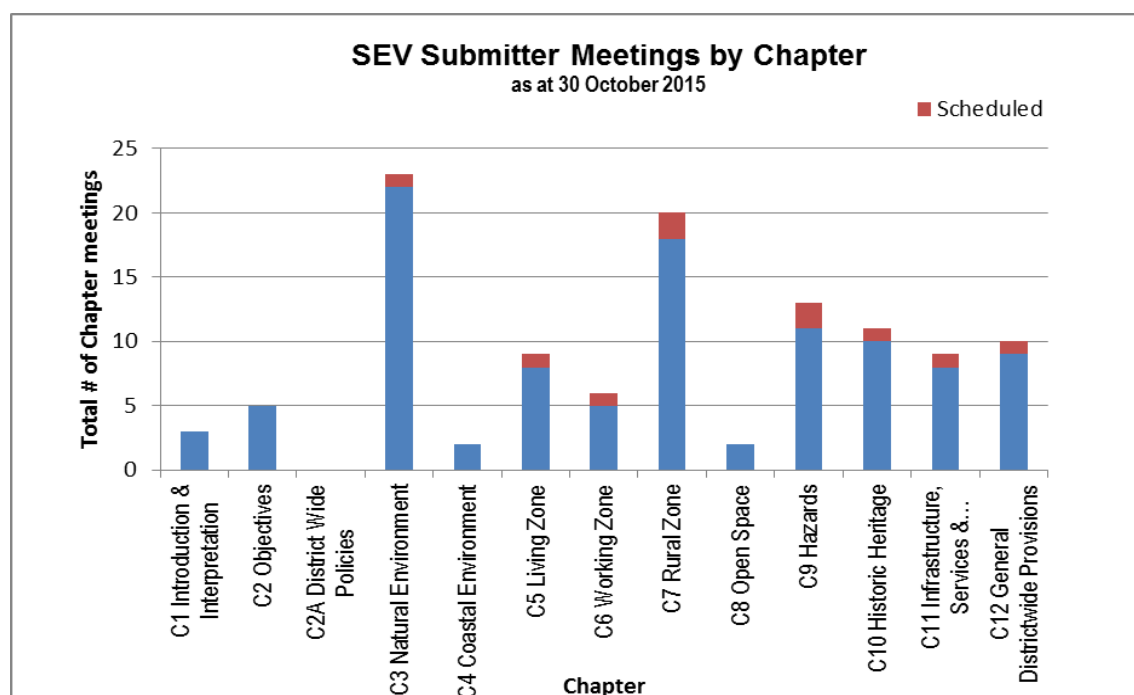


Figure 1

14 Figure 2 below shows the total number of submitter meetings that have occurred per month since the release of the SEV.

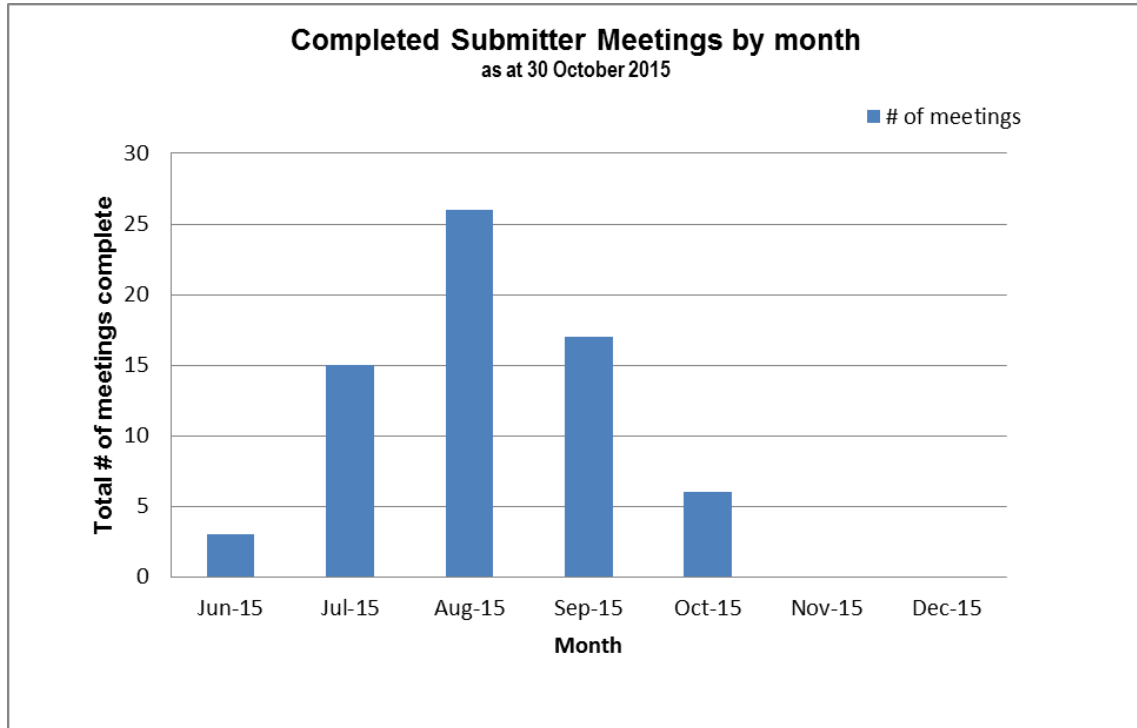


Figure 2

OTHER ACTIVITIES

- 15 Other activities undertaken by the PDP team since the last update include:
- The Proposed Urban Tree Variation closed for submissions on 30 October.
 - Report to 15 October meeting of Council recommending appointment of the final three commissioners (including the appointment of Miria Pomare as Iwi Commissioner) for the PDP hearings panel. The Council appointed Councillor Diane Ammundsen, Councillor Mike Cardiff, and Miria Pomare.

CONSIDERATIONS

Policy considerations

16 There are no policy considerations that need to be referenced.

Legal considerations

17 There are no legal considerations that need to be referenced. Simpson Grierson provided legal input into the preparation of the Submitter Engagement Version of the PDP and will continue to do so as required.

Financial considerations

18 Costs are within budget for the 2015/16 financial year.

Implementation plan update

19 The implementation plan is appended as Appendix 2.

Tāngata whenua considerations

20 As identified above at its meeting on 25 August, this committee appointed Te Ohu Taiao to provide iwi input into the PDP, and an update on progress is provided in this report.

SIGNIFICANCE AND ENGAGEMENT

Degree of significance

21 The PDP is subject to Resource Management Act processes and, therefore, the Council's Significance and Engagement Policy does not apply.

Engagement

22 The PDP implementation plan (refer to Appendix 2) has provided for additional submitter engagement and prehearing meetings between June and November. In addition to the Te Ohu Taiao workshops, a total of 23 planner drop ins, 44 strategic meetings and 1 pre hearing have been held to date. With the Hearings planned to start in April next year, the submitter engagement phase is concluded and work is shifting to get ready for the hearings.

Publicity and communications

23 There is a Communications Plan for the PDP. In line with this, Edition 11 of the PDP Update Newsletter was provided to submitters on 5 November 2015. The update focussed on the appointment of the final three members and shifting to hearings early next year.

RECOMMENDATIONS

24 That Te Whakaminenga O Kāpiti notes report SP-15-1713.

Report prepared by	Approved for submission	Approved for submission
Suzanne Rushmere Policy Planner	Kevin Currie Group Manager Regulatory Services	Stephen McArthur Group Manager Strategy & Planning

ATTACHMENTS

Appendix 1 Te Ohu Taiao Programme of PDP Workshops

Appendix 2 PDP Implementation Plan

APPENDIX 1 – PROGRAMME OF PDP WORKSHOPS

#	Workshop Topic	Chapter Lead	Date
Week 1	Logistics & Waahi Tapu	Darryl Lew Katherine Dorofaeff	15 Sept 15
Week 2	Urban Tree Variation (UTV)	Paul Thomas	Mon 28 Sept and Fri 2 Oct
	Waahi Tapu and Objectives	Katherine Dorofaeff	Tue 29 Sept and Thu 1 Oct
Week 3	Chapter 8 Open Space and Chapter 9 Hazards	Katherine Dorofaeff	Mon 12 and Fri 16 Oct
	Coastal, Kāpiti and Outer Islands	Carolyn Wratt Janeen Kydd-Smith	Tue 13 and Thu 15 Oct
Week 4	Chapter 11 Infrastructure	Gina Sweetman	9am to 1pm Mon 19 and Thu 22 Oct
	Regulatory / Non Regulatory Group	Stephen Daysh	Mon 19 Oct 2.30 to 4pm
	Chapter 10 Historic Heritage	Katherine Dorofaeff	Tue 20 and Fri 23 Oct
Week 5	Chapter 3 Natural Environment	Janeen Kydd-Smith	2 to 6 Nov
	Chapter 7 Rural Zone	Janeen Kydd-Smith	
Week 6	Chapter 12 General Plan Provisions	Sherilyn Hinton	Mon 9 and Thur 12 Nov
	Airport Plan Change – Briefing only	Sherilyn Hinton	Tue 10
Week 7	Chapter 5 Living Zones	Sherilyn Hinton	30 Nov to 4 Dec
	Chapter 6 Working Zones	Sherilyn Hinton	

APPENDIX 2 – PDP IMPLEMENTATION PLAN

