

MINUTES	MEETING HELD ON	TIME
TE WHAKAMINENGA O KĀPITI	7 WHIRINGA-Ā-NUKU 2014	10.03AM

MEMBERS				
	Ms	A-M	Bukholt	Te Āti Awa Charitable Trust (A/g Chair)
	Ms	C	Reihana	Ngāti Haumia / Ngāti Toa Rangatira
	Ms	C	Seamark	Te Āti Awa ki Whakarongotai
	Ms	R	Solomon	Ngāti Toa Rangatira ( <i>from 10.12am</i> )
	Ms	M	Hakaraia	Ngā Hapū o Ōtaki
	Cr	J	Holborow	Mema o te Kaunihera
	Mr	R	Church	Koromatua

#### IN ATTENDANCE

	Ms	J	Hewitt	Te Kaitohutohu Matua
	Mr	D	Te Maipi	Kaumātua
	Mr	D	Lew	Te Kaiwhakahaere Mahere Taiao
	Mr	P	Stroud	Te Kaiwhakahaere Kaupapa
	Ms	K	Dorafaeff	Kaiwhakataua Kaupapa Matua
	Ms	A	Lash	Te Kaitohutohu Matua
	Ms	A	Mahoney	Kaiwhakapā Matua
	Ms	V	Starbuck-Maffey	Te Kaiarahi o te Rōpū Manapori

#### APOLOGIES

	Mr	R	Waaka	Ngā Hapū o Ōtaki
	Mr	P	Dougherty	Tumuaki
	Ms	T	Paringatai	Te Kaiwhakapakari mo te Hunga Mahi
	Mr	S	McArthur	Kaihautū Rautaki me te Rangapū
	Ms	M	Fraser	Kaiwhakahaere Tairangawhenua

The meeting was held in the Council Chambers, Ground Floor, 175 Rimu Road, Paraparaumu.

The meeting opened with a karakia by Don Te Maipi.

As the Chair Mr Waaka was unable to attend, the meeting voted in an acting Chair.

#### **MOVED (Mayor/Seamark)**

**That Ann-Maree Bukholt chair the meeting.**

#### **CARRIED**

The Chair welcomed everyone to the meeting.

Te Whakaminenga o Kāpiti 14/10/108

## TUKU AROHA/APOLOGIES

### **MOVED (Reihana/Mayor)**

**That apologies be accepted from Rupene Waaka, Pat Dougherty, Monica Fraser, Te Paea Paringatai, and from Reina Solomon for lateness.**

### **CARRIED**

Te Whakaminenga o Kāpiti 14/10/109

### **PUBLIC SPEAKING TIME**

There were no public speakers.

Te Whakaminenga o Kāpiti 14/10/110

### **ADDITIONAL AGENDA ITEMS**

There were no additional items.

Te Whakaminenga o Kāpiti 14/10/111

### **CONFIRMATION OF MINUTES: 26 HERE-TURI-KŌKĀ (AUGUST) 2014**

Don Te Maipi drew the meeting's attention to the point on page 4 of the minutes regarding the desirability of including in the Policy on Trees on Council-Owned Land the requirement for karakia to be performed when trees are cut down. This matter was on today's agenda.

### **MOVED (Seamark/Holborow)**

**That the minutes of the Te Whakaminenga o Kāpiti meeting on 26 August 2014 are confirmed as a true and accurate record of that meeting.**

### **CARRIED**

### Matters arising

- Venue for citizenship ceremony

Te Whakaminenga o Kāpiti 14/10/112

### **i-SITE RATIONALISATION (SP-14-1320)**

*Reina Solomon arrived at 10.12.am.*

Jane Hewitt Senior Advisor Strategic Projects spoke to the report explaining that in late 2013 Council did an independent review of i-Sites and decided as part of the Annual Plan process they would rationalize the sites this financial year. The review had shown that more than half the use of sites is by the local community, not tourists. A stakeholder group had been convened (including iwi representatives) to provide advice to Council on the rationalisation. Te Whakaminenga o Kāpiti was invited today to endorse the recommendations of ART.

Options for proceeding with rationalization were outlined. The stakeholder group had supported using digital information to meet the information needs of the Ōtaki community, with the site at Ōtaki then being closed. The site at Paraparaumu would become known as

the Kāpiti i-SITE and the funding previously allocated to the site at Ōtaki would be redirected to the Kāpiti site, along with improvements in digital rendition of the local stories. ART had supported Ngā Hapū o Ōtaki being involved in the latter.

**MOVED (Holborow/Mayor)**

**That Te Whakaminenga o Kāpiti receives report SP-14-1320 and endorses the position of ART as set out in paragraph 31 and 32 of the report.**

**CARRIED**

Te Whakaminenga o Kāpiti 14/10/113

**MEMORANDUM OF PARTNERSHIP WITH IWI AND PROTOCOL DOCUMENT – FOR ADOPTION (CORP-140-1337)**

Vyvien Starbuck-Maffey Democratic Services Team Leader recapped the process; the documents had been considered at a number of Te Whakaminenga o Kāpiti meetings, with an agreement to ratify both together. The Memorandum of Partnership had been considered and approved by ART, and by Council. With both partners being satisfied with the Partnership document it was now time to formally ratify the Memorandum, and the Protocol document, and discuss a signing ceremony for the former. The signing ceremony would take place at Whakarongtai marae and officers would liaise with Te Āti Awa representatives to arrange.

**MOVED (Mayor/Solomon)**

**That Te Whakaminenga o Kāpiti approves:**

- **The Memorandum of Partnership for the 2013-2016 Triennium and agrees that a signing ceremony be held;**
- **The Protocol document which details the rules and processes around membership and meetings for the 2013-2016 Triennium.**

**CARRIED**

Te Whakaminenga o Kāpiti 14/10/114

**DISTRICT TREES POLICY - DISCUSSION**

Leisure and Open Space Planner Nathan Mourie had presented the policy at a previous meeting. Submissions on the draft policy closed on 10 October but it was confirmed that ART members could have an extension of a couple of weeks. It was explained that the agenda for the recent ART meeting had been too full to give proper consideration to the draft policy but this would be done at the next meeting, with a view to developing a submission as soon as possible.

Don Te Maipi explained the origin of the karakia accompanying the cutting down of trees and also the need for replanting. The meeting agreed that the policy should include the requirement for a karakia to be performed each time a tree was cut down, but asked who would be responsibility for perform these? This would be clarified during the ART discussions.

Te Whakaminenga o Kāpiti 14/10/115

**UPDATE: TOWN CENTRES AND CONNECTORS TRANSFORMATION PROJECT**

Phil Stroud Project Manager provided an update on the project. An Open Day had been held at Paraparaumu on 26 September attended by 100 people and feedback that the planning was on the right track. There had been a second round of focus group meetings, including traffic modelling work, and discussions would be held soon with NZTA about prioritizing projects and the question of subsidies. Officers had been working with the Te Āti Awa Working Group and a presentation was being developed for meetings of marae trustees next month. Meetings next week would also be held with the Kāpiti Lights groups and Coastlands, and with the Kāpiti Chamber of Commerce. A ranked options process would eventually be brought back to Council at the end of November. Then detailed costing and implementation would be developed and input to the Long Term Plan.

Te Whakaminenga o Kāpiti 14/10/116

**UPDATE: LONG TERM PLAN (LTP)**

This update was provided by Kevin Black Corporate Planning and Reporting Manager, Alison Lash Senior Advisor and Anna Mahoney Communications Advisor accompanied by a powerpoint presentation.

Kevin Black explained that the LTP was a key planning document which described Council's activities, provided a focus for decisions and priorities and a basis for accountability. A set of Council outcomes had been developed and ratified by Council. Alison Lash distributed copies of the draft Council Outcomes approved by Council and thanked Te Whakaminenga o Kāpiti to their contribution to drafting them. Work was continuing on key priorities as well as activity and asset management plans and budgets for presentation to Councillors during November/December. Changes in the Local Government Act had seen a new requirement to produce a shorter more user-friendly consultation document and this would be released in March for public comment with submission hearings in May 2015 and adoption of the final Plan in June.

Alison Lash spoke about engagement principles; that the process was intended to be Elected Member-led, an easy and proactive process using minimal resources and aligning with the communications workstream, Cr Holborow disputed the suggestion the process was led by Elected Members; this belied the equality of the partnership with the community in the engagement process. The Mayor clarified that the words 'Elected Member-led' probably reflected the legislative change which gave the Mayor more responsibility in leading the process but he would be happy for the language to be changed to emphasise the partnership nature of engagement and it was agreed.

Anna Mahoney focused on the communications aspect of the LTP; the key objective was that everyone in Kāpiti knows about the LTP and how they can have a say. This would be achieved by building public interest through normal channels (Mayor's columns, Kāpiti update, Ōtaki update, website, Facebook, supporting Elected Members with briefings and one-pagers, creating an engaging brand for use in consultation documents, and advertising).

Members suggested that newsletters produced by and for local schools could be used to spread the word and marae would be part of the outreach as well. Online channels do work with iwi groups as well as face to face although sometimes there was a risk of too much information coming through.

It would be clarified post-meeting the stage at which community boards would be engaged.

Te Whakaminenga o Kāpiti 14/10/117

## **UPDATE 2 ON PROPOSED DISTRICT PLAN (PDP)**

Katherine Dorofaeff Principal Policy Planner spoke to the report and provided an update, which included meetings with landowners regarding waahi tapu sites, and a meeting with Greater Wellington Regional Council (GWRC) about achieving consistency between regional docs and Council's PDP. The list of rules with immediate effect had been revised and released. Some provisions in the PDP were also being withdrawn in response to the independent review. Draft Terms of Reference for a Coastal Advisory Group had been developed.

There was a concern around the provisions for dealing with hazardous substances/facilities being removed but members were assured that there are still rules in the operative plan which are very similar and which provide protection. There is also central government legislation which deals with these situations and so they don't need to be regulated through a PDP. Mr Lew agreed to provide a copy on request of the draft waahi tapu brochure.

*Reina Solomon left the meeting at 11.18am and returned at 11.22am.*

**MOVED (Holborow/Seamark)**

**That the update report SP-14-1331 on the Proposed District Plan be received.**

**CARRIED**

Te Whakaminenga o Kāpiti 14/10/118

## **IWI UPDATES**

### Ngāti Toa

- A Mana Island educational experience for schools had been developed
- Pre-school books being developed including trip to Kāpiti Island
- Education in te reo strategy had been launched
- MPI application proceeding.

### Te Āti Awa

- AGM being held this weekend
- Marae-based studies happening
- Marae AGM in November
- Koro Don – re tree policy input, thanks to iwi and it should go back to them for consideration and clearance as a mark of respect

### Ngā Hapū o Ōtaki

- On 30 October the first primary schools' haka competition would be held with the winners going through to the national competition next year in Palmerston North

Te Whakaminenga o Kāpiti 14/10/119

**COUNCIL UPDATES**

- The Mayor provided an update which included reflections on his first year in office, PDP and LTP processes being more inclusive and considered than in the past; developing priorities including the development of the Howarth Block. He thanked iwi and Don Te Maipi for looking after him so well during his first year in office.
- Cr Holborow mentioned the new Youth Council, and the launch of the beginning of a new cycleway from Paekākāriki to Raumati which would be a great improvement in connectivity.

Te Whakaminenga o Kāpiti 14/10/120

**CORRESPONDENCE**

There was none.

Te Whakaminenga o Kāpiti 14/10/121

**OTHER BUSINESS**

The Chair thanked the Group for the opportunity to participate in RMA training. She and Cherie Seamark had just passed their course and were congratulated.

Regarding the Citizenship ceremony in November, Whakarongotai could not now provide the venue, Raukawa marae would be confirmed as the alternative.

Te Whakaminenga o Kāpiti 14/10/122

**IN-COMMITTEE SESSION**

The group went into committee at 11.40am to discuss the appointment of the Maori representative on the Environment and Community Development Committee.

*The meeting came out of the In-Committee session and closed with a karakia by kaumātua Don Te Maipi at 11.46am*