

*"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 12 Mahuru 2017

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

Committee Membership:

Rupene Waaka (Ngā Hapū o Ōtaki) (Chair)	Vacant (Ngā Hapū o Ōtaki)
Chris Gerretzen (Te Āti Awa ki Whakarongotai – Charitable Trust)	Andre Baker (Te Āti Awa ki Whakarongotai – Charitable Trust)
Carol Reihana (Ngāti Toa Rangatira)	Hohepa Potini (Ngāti Toa Rangatira)
Leana Barriball (Ngāti Toa Rangatira)	
Mayor K Gurunathan (Kāpiti Coast District Council)	Cr James Cootes (Kāpiti Coast District Council)

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Strategic Work Programme

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MINUTES	MEETING HELD ON	TIME
TE WHAKAMINENGA O KĀPITI	RATU 1 HERE-TURI-KŌKĀ 2017	10.00 AM

Minutes of a six-weekly meeting of Te Whakaminenga o Kāpiti on Tuesday 1 August 2017, commencing at 10.00 am in the Council Chambers, 175 Rimu Road, Paraparaumu.

MEMBERS

Mr	R	Waaka	Ngā Hapū o Ōtaki (Chair)
Mr	C	Gerretzen	Te Ātiawa ki Whakarongotai Charitable Trust
Ms	L	Barriball	Ngāti Toa Rangatira
Mayor	K	Gurunathan	Koromatua
Cr	J	Cootes	Mema o te Kaunihera

IN ATTENDANCE

Mr	P	Dougherty	Tumuaki
Ms	S	Stevenson	Kaihautū Rautaki
Ms	M	Hakaraia	Kaiwhakahaere Tairangawhenua
Ms	M	Whiterod	Te Āpiha Tairangawhenua
Ms	L	Belcher	Kaiwhakahaere Ratonga Manapori

APOLOGIES

Ms	C	Reihana	Ngāti Toa Rangatira (Ngāti Haumia)
Mr	H	Potini	Ngāti Toa Rangatira
Mr	A	Baker	Te Ātiawa ki Whakarongotai Charitable Trust
Mr	D	Te Maipi	Kaumātua

The meeting opened with a karakia by Chris Gerretzen. The Chair welcomed everyone to the meeting.

Te Whakaminenga o Kāpiti 17/08/083

TUKU AROHA/APOLOGIES

MOVED (Gerretzen/Barribal)

That Te Whakaminenga o Kāpiti accepts apologies from Carol Reihana, Hohepa Potini, Andre Baker and Koro Don Te Maipi.

CARRIED

Te Whakaminenga o Kāpiti 17/08/084

PUBLIC SPEAKING TIME

- There were no public speakers.

MINUTES	MEETING HELD ON	TIME
TE WHAKAMINENGA O KĀPITI	RATU 1 HERE-TURI-KŌKĀ 2017	10.00 AM

Te Whakaminenga o Kāpiti 17/08/085

ADDITIONAL AGENDA ITEMS

There was some discussion about the next Waitangi Day celebration event being run by Kāpiti Coast District Council.

MOVED (Waaka/Barriball)

That Kāpiti Coast District Council run the 2018 Waitangi Day celebration event.

CARRIED

Te Whakaminenga o Kāpiti 17/08/086

CONFIRMATION OF MINUTES – 13 JUNE 2017

A mistake in the spelling of a name on page 5 of the minutes was corrected.

MOVED (Mayor/Gerretzen)

That the amended minutes of the meeting of Te Whakaminenga o Kāpiti on 13 June 2017 are confirmed as a true and accurate record of that meeting.

CARRIED

Strategic Work Programme

Te Whakaminenga o Kāpiti 17/08/087

PRESENTATION : KĀPITI ISLAND STRATEGIC ADVISORY COMMITTEE

The presentation from Kapiti Island Strategic Advisory Committee was deferred.

Te Whakaminenga o Kāpiti 17/08/088

MĀORI ECONOMIC DEVELOPMENT GRANTS 2016-17 (SP-17-249)

Ms Hakaraia spoke to the report and answered members questions.

MOVED (Gerretzen/Cootes)

That Te Whakaminenga o Kāpiti receives report SP-17-249.

CARRIED

MINUTES	MEETING HELD ON	TIME
TE WHAKAMINENGA O KĀPITI	RATU 1 HERE-TURI-KŌKĀ 2017	10.00 AM

Te Whakaminenga o Kāpiti 17/08/089

IWI SITES OF SIGNIFICANCE VISIT AND SIGNING OF MEMORANDUM OF PARTNERSHIP

There was discussion that the signing of the Memorandum of Partnership would be carried out on a separate occasion from the Sites of Significance and Chris Gerretzen took an action to confirm at the next meeting of Te Whakaminenga o Kāpiti proposed dates that the signing could be held at Whakarongotai marae.

MOVED (Gerretzen/Cootes)

That Te Whakaminenga o Kāpiti support Draft One, as amended, of the Sites of Significance Tour.

CARRIED

Updates / Other Matters

Te Whakaminenga o Kāpiti 17/08/090

MATTERS UNDER ACTION

Members discussed Matters Under Action.

Te Whakaminenga o Kāpiti 17/08/091

IWI UPDATES

Ngāti Toa Rangatira

- There were no updates.

Ngā Hapū o Ōtaki

- There were no updates.

Te Ātiawa ki Whakarongotai Charitable Trust

- There were no updates.

Te Whakaminenga o Kāpiti 17/08/092

TREATY SETTLEMENTS – OVERVIEW FROM EACH IWI

- There were no further updates.

Te Whakaminenga o Kāpiti 17/08/093

COUNCIL UPDATE

The Chief Executive provided an update including:

- Adoption of the Annual Plan
- Discussion about a reduction in capital expenditure as part of the Long Term Plan

MINUTES	MEETING HELD ON	TIME
TE WHAKAMINENGA O KĀPITI	RATU 1 HERE-TURI-KŌKĀ 2017	10.00 AM

- Mackays to Peka Peka Expressway
- NZTA Ōtaki to North of Levin Expressway project

Te Whakaminenga o Kāpiti 17/08/094

CORRESPONDENCE

There was none.

Te Whakaminenga o Kāpiti 17/08/095

OTHER BUSINESS

There was none.

The meeting was closed at 11.39 am after a karakia by Chris Gerretzen.

.....
Chair

.....
Date

Chairperson and Members
TE WHAKAMINENGA O KĀPITI

12 SEPTEMBER 2017

Meeting Status: **Public**

Purpose of Report: For Decision

FORMATION OF AN IWI MANAGEMENT PLAN WORKING GROUP

PURPOSE OF REPORT

- 1 This report seeks to confirm the establishment of a proposed Iwi Management Plan working group made up with a representative from each of the three iwi partners within the Kāpiti Coast District. Development of the Iwi Management Plan will incorporate Mana Whakahono-a-Rohe (Iwi Participation Arrangements) whereby iwi and Council will agree how iwi will participate in the preparation and change of plans developed under the Resource Management Act.
- 2 A draft terms of reference for the Iwi Management Plan Working Group has been attached as Appendix 1. It is anticipated that this draft terms of reference would be finalised following the first meeting of the Working Group.

DELEGATION

- 3 Te Whakaminenga o Kāpiti may consider this matter under the Memorandum of Partnership, Clause 21 sub clause iv) which identified the following principle:
 - that Council will have particular regard to the rights of tāngata whenua in the management and development of resources by recognising and providing for Rangatiratanga.

BACKGROUND

- 4 The Tāngata Whenua District Plan Review Working Party was established in 2010 as a mechanism for iwi to participate in the review of the District Plan. The mandate for the working party was to review all aspects of the District Plan on behalf of Te Whakaminenga o Kāpiti and recommend the direction for iwi policy. An outcome of this Working Party was the report document, Te Haerenga Whakamua.
- 5 Following the disestablishment of the working party, Te Ohu Taiao was established by TWoK to provide further iwi input into the Proposed District Plan (PDP) process. In summary the functions of Te Ohu Taiao were to:
 - Undertake a review of the Submitter Engagement Version of the PDP 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 reporting planners where advice was sought on Iwi issues which needed to be considered in their Section 42A (Planning Reports to the Commissioners), in particular the independent reporting on submissions on waahi tapu sites undertaken for Council by Dr Des Kahotea and other relevant matters under Sections 6 (e), 7 (a) and 8 of the RMA.
 - Provide input into the Urban Tree Variation.
 - Participate in the development of the Kāpiti Environmental Accord concept and associated non-regulatory initiatives.
- 6 During the process of the PDP, Te Ohu Taiao continued to attend workshops with reporting planners to understand and provide comments on changes made through the process of the PDP.
- 7 It is noted in the meeting minutes from the Te Ohu Taiao workshops in 2015 that the option of developing an Iwi Management Plan based on Te Haerenga Whakamua was discussed. At the time this was not progressed further. The hearing process of PDP is now complete and it is anticipated that the recommendation reports from the Hearing Panel will be presented to Council in early November 2017. Following this decision by Council, the decisions version of the District Plan will be publicly notified. It is now timely to progress the option of developing a joint Iwi Management Plan.
- 8 Iwi Management Plans (IMPs) are a written statement identifying issues within an area of interest (rohe). Te Haerenga Whakamua is a significant policy document that captured general and specific issues used to help guide Council's district plan provisions to reflect Māori values. It is anticipated that the IMP will build on the work completed in Te Haerenga Whakamua.
- 9 In summary, a joint IMP provides an opportunity for achieving the purpose of the Resource Management Act 1991 (RMA) in relation to recognising and providing for Māori cultural values and interests, in particular they:
- Assist in meeting obligations under Part 2 of the RMA, by providing a general understanding of tāngata whenua values and interests in the natural and physical resources in a particular area;
 - Include the process of Mana Whakahono-a-Rohe to enhance the opportunities for collaboration amongst all participating authorities:
 - to work together in good faith and in the spirit of co-operation;
 - to communicate with each other in an open, transparent and honest manner;
 - to commit to meeting statutory time frames and minimise delays and costs for the process; and
 - Assist Council in meeting its obligations under sections 32, 35A, and 35A(1A) of the RMA;
 - Must be taken into account when preparing or changing regional policy statements and regional and district plans (sections 61, 66, and 74 RMA);
 - Provide a starting point for consultation with iwi and hapū on council plans and policies (Schedule 1 clause 3(1)(d), clause 3B, and clause 3C), by providing information to understand key issues and the ways to resolve those issues;

- Provide a starting point for understanding potential effects of a proposed activity on Māori cultural values when making an application for resource consent (section 88 and Schedule 4); and
 - May be cited in submissions and/or evidence relating to applications for resource consent, and decision-makers may have regard to IMPs under section 104(1)(c) RMA.
- 10 Council staff can use an IMP to:
- more effectively understand what is important to iwi/hapū, including matters outside the RMA;
 - gain a clearer insight into what 'sustainable management ' means from a tāngata whenua perspective, and how this can be delivered in their region/district;
 - identify and understand the expectations of iwi/hapū (e.g. how they would like to be consulted and on what, and how things of value identified by tāngata whenua might be managed both within and outside the RMA framework);
 - guide a potential applicant for resource consent on what information is required for assessing potential environmental effects, including effects on Māori cultural values ;
 - identify key areas where the capacity and capability of tāngata whenua could be enhanced to help manage natural and physical resources; and
 - improve their understanding of the foundations on which relationships between iwi/hapū and Council can be fostered and, through this, improve relationships.
- 11 In order for IMPs to be considered under the RMA, IMPs need to be:
- recognised by the relevant iwi authority;
 - relevant to the resource management issues of the region/district; and
 - 'lodged' with the relevant local authority.
- 12 It is anticipated that the role of the Iwi Management Plan Working Group would be to:
- Work with each other and Council's consultant to form a collective view on the scope of the issues that will form the basis for the development of a joint Iwi Management Plan (IMP);
 - To develop a draft IMP through consultation with each iwi/hapu;
 - Refine and review the draft document and work collectively to develop a collective vision for the IMP;
 - Identify the preferred methods of engagement and how iwi/hapū want to participate in resource management and decision making in line with the Mana Whakahono-a-Rohe provisions;
 - Ensure that the IMP is endorsed by the three iwi as a planning document that has formal recognition under the Resource Management Act. This means that:
 - The Wellington Regional Council must take into account this Plan when preparing, reviewing or changing a Regional Policy Statement or Regional Plan;
 - Kāpiti Coast District Council must take into account this Plan when preparing, reviewing or changing the District Plan;

- Both the Regional Council and Kāpiti Coast District Council must have regard to this plan when considering a resource consent.
- 13 Once developed, the joint IMP will help streamline and simplify consultation and engagement between Council and iwi. It will assist Council in decision-making and provide a planning tool for engagement and partnerships. It will facilitate knowledge transfer that is vital to good environmental outcomes for the whole community and will also provide iwi with a tool to better engage with central government agencies.

CONSIDERATIONS

Policy considerations

- 14 There are a number of existing Council and iwi documents that are relevant for consideration through the IMP development process including for example:
- Te Haerenga Whakamua;
 - The Ngāti Raukawa Otaki River and Catchment Iwi Management Plan 2000;
 - Memorandum of Understanding with Te Ati Awa Ki Whakarongotai in relation to water; and
 - Nga Korero Kaupapa mo Te Taiao Policy Statements Manual for Kapakapanui Te Runanga o Ati Awa 1999-2000.

Legal considerations

- 15 There are no legal considerations that need to be referenced.

Financial considerations

- 16 The preparation of the IMP has been included in the 2017/18 budget.

Tāngata whenua considerations

- 17 A joint IMP will be prepared and owned by the three iwi. The Plan is an expression of rangatiratanga to help iwi and hapū exercise their kaitiaki roles and responsibilities.

SIGNIFICANCE AND ENGAGEMENT

Significance policy

- 18 This report has a low degree of significance.

Engagement planning

- 19 An engagement plan is not needed to implement this decision. Once the Working Group is established and the IMP project is underway a communications and engagement management plan will be developed by iwi and the Council's consultant, supported by Council staff. The purpose of this plan will be to define the communication and engagement requirements for the project and how information will be distributed/received and analysed to ensure project success.

- 20 Council's communications team will also be available to provide support in the process of the IMP development.
- 21 Council communication channels will be able to be utilised for the project as and when needed and agreed to, for example, social media (Facebook page) and Council's website.

Publicity

- 22 The minutes of this meeting confirming the establishment of the Iwi Management Working Group will be publicly available.

RECOMMENDATIONS

- 23 It is recommended the Iwi Management Plan Working Party is established `with a representative from each of the three iwi in line with the draft Terms of Reference attached as Appendix 1 to Report SP-17-308.

Report prepared by	Approved for submission	Approved for submission
Nicki Williams	Sarah Stevenson	Wayne Maxwell
Manager, Research Policy and Planning	Group Manager Strategy & Planning	Group Manager Corporate Services

ATTACHMENTS

Appendix 1: Draft Terms of Reference for Iwi Management Plan Working Group

Appendix 1

TERMS OF REFERENCE FOR IWI MANAGEMENT PLAN WORKING GROUP

AUGUST 2017

Background

Kāpiti Coast District Council is supporting Te Āti Awa ki Whakarongotai, Ngā Hapū o Ōtaki (Ngāti Raukawa ki te Tonga) and Ngāti Toa Rangatira to develop a joint Iwi Management Plan (IMP).

The development of the joint Iwi Management Plan (IMP) is the key strategic outcome of the partnership committee, Te Whakaminenga o Kāpiti (TWO K), through their annual work programme. As such, TWO K will oversee the project.

IMPs provide a mechanism in which tāngata whenua interests can be considered in Council decision making. IMPs have a special standing under the RMA, which requires that they are taken into account in plan development processes. IMPs are also a means that a Council can use to assist to fulfil its obligations under the LGA to ensure that there are opportunities for Maori to contribute to decision-making and include the process of Mana Whakhono a Rohe (MWR).

IMPs are prepared and owned by an iwi, iwi authority, rūnanga or hapū. They are an expression of rangatiratanga to help iwi and hapū exercise their kaitiaki roles and responsibilities.

Council's role in the development of the joint IMP will be to support and facilitate the process for its development, including facilitating meetings and reporting, working with iwi and the consultant to support hui, engagement and consultation, providing project management support, and supporting the establishment of (and the on-going work of) an Iwi Working Group to oversee the IMP development.

Skill Set and Endorsement

It is considered that the most effective way of ensuring the ongoing guidance and involvement/input of the three iwi through the process of developing the joint IMP is through the appointment of an "IMP Working Group" comprising one nominated individual from each iwi (i.e. three individuals) with the following general skill sets and endorsement:

The IMP Working Group Members should:

- 1 Consist of one member from each of the three Iwi partners;
- 2 Have good working knowledge of the relationship of Māori and their culture and traditions with their ancestral lands, water, sites, waahi tapu, and other taonga;¹
- 3 Have an understanding of the Resource Management Act 1991;
- 4 Be nominated and endorsed by their iwi and/or TWO K to guide the development of the IMP.

¹ Refer to Section 6 (e) of the Resource Management Act 1991.

Functions

The functions of the IMP Working Group are to:

- 5 Work with the appointed consultants and lead Council staff members to progress the IMP development.
- 6 Work with the consultants to research and develop individual and collective iwi aspirations.
- 7 Define and guide wider iwi consultation and engagement within iwi structures.
- 8 Provide project guidance and oversight, assist direction-setting, and help monitor and report on progress against the agreed work programme.
- 9 Set project scope and endorse amendments to scope.
- 10 Be a key interface between Te Whakaminenga o Kāpiti, each iwi individually, the consultants and internal Council project team.
- 11 Report back to Te Whakaminenga o Kāpiti with assistance from staff on a regular basis.

Timeframe

- 12 The anticipated timeframe for the IMP Working Group functions is from September 2017 to the end of December 2018. It is anticipated that the roles will be part time (approximately 1 week a month) over this period.

Chairperson and Committee Members
TE WHAKAMINENGA O KĀPITI

12 SEPTEMBER 2017

Meeting Status: **Public**

Purpose of Report: For Decision

COLLECTIVE BIOSOLIDS STRATEGY - LOWER NORTH ISLAND - IWI ENGAGEMENT

PURPOSE OF REPORT

- 1 This report seeks Te Whakaminenga o Kāpiti's approval of the engagement process to develop a Tāngata Whenua Framework for Biosolids Reuse to inform the medium to long term biosolids disposal and reuse strategy for Kāpiti Coast District Council (Council).

DELEGATION

- 2 Te Whakaminenga o Kāpiti may consider this matter under the Memorandum of Partnership in line with the principles expressed in Clause 21.

BACKGROUND

- 3 Biosolids are produced as a by-product of wastewater treatment at the Paraparaumu Wastewater Treatment Plant. The plant produces around 3.5-5 tonnes of biosolids a day and is one of the most advanced in the New Zealand.
- 4 The biosolids are produced by the dewatering and sterilisation of the sewage sludges from the wastewater treatment process. The Paraparaumu plant also receives the sewage sludge from Ōtaki and septic tank wastes from areas such as Paekākāriki. These all undergo the full treatment process at Paraparaumu.
- 5 The biosolids produced are currently being transported and disposed of at the Silverstream landfill in Upper Hutt and no re-use strategies are currently in place. This budget for treatment plant solid waste disposal including biosolids and sludges is currently \$606,000 per year.
- 6 Council wishes to maximise beneficial reuse, minimising carbon emissions and costs and the cultural consideration of options is needed to inform Council's medium and long term biosolids strategy.
- 7 Biosolids have valuable fertilising and soil conditioning properties. They contain micronutrients and organic material and, worldwide, they are commonly applied to land as a means of restoring degraded soils or boosting the productivity of soils within areas of low natural fertility. Although Biosolids are treated they can raise cultural, public health, and environmental concerns as a by-product of the treatment of wastewater.
- 8 Council is involved with ten other lower North Island councils' in the Collective Biosolids Strategy Project. The strategy will identify alternatives for discharge and beneficial use of biosolids which are affordable, sustainable and provide solutions using economies of scale that are consistent with national waste minimisation strategies.

- 9 Council recognises the management of waste as a significant issue for Tāngata Whenua as expressed through tikanga (policy) in Te Haerenga Whakamua. It also acknowledges that there is no cultural framework to guide the development of a long term strategy for Kāpiti's biosolids and the potential for its reuse.
- 10 This project provides Council with the opportunity to work with Iwi partners to develop a Tāngata Whenua Framework for Biosolids Reuse in Kāpiti that identifies how Tāngata Whenua values can be incorporated into developing long-term solutions for managing biosolids.
- 11 The project team of Centre Integrated Biowaste Research (CIBR) and Lower Environmental Impact (LEI) will provide technical and scientific expertise to work alongside Kāpiti Coast District Council and support Iwi to develop the 'Tāngata Whenua Framework for Biosolids Reuse'. This work can draw upon the 'CIBR/LEI community engagement framework' and the 'Tapu to Noa' approaches to inform develop the Tāngata Whenua Framework for Biosolids Reuse.
- 12 The framework developed in Kāpiti will be presented to wider lower North Island Councils' and Iwi groups for consideration on ways that Tāngata Whenua values and Mātauranga Māori frameworks can better inform decision-making, management and monitoring processes for waste and wastewater treatment options and biosolids reuse in the wider region.
- 13 A three step process is proposed to develop the framework and is summarised below with the detailed plan included as attachment one:
 - *Phase 1: Engagement Co-design and set up*
 - *Phase 2: Design and delivery of a Hui/workshop with KCDC and local Iwi/hapū*
 - *Phase 3: Co-analysis with local researcher, CIBR and KCDC*

ISSUES AND OPTIONS

Issues

- 14 Representation from all three Iwi in the district is considered important as all communities in Kāpiti produce wastewater and associated sludge's that ultimately need disposing of. A tri-Iwi working party is considered a good approach to incorporating the individual Iwi views in relation to their Rohe. The approach would provide for the specific views of each Iwi and maximise the value of the support available from the Collective Biosolids Strategy Project.
- 15 To give effect to Iwi values in Council's Biosolids strategy a framework approach provides structured guidance to the selection of locations and appropriate management practices that would be required.

CONSIDERATIONS

Policy considerations

- 16 Te Haerenga Whakamua a planning document developed by Iwi articulates Māori World View in relation to the management of the district.
- 17 The guidance from the framework on the reuse and disposal of biosolids may also need to be incorporated into the development of the future Iwi Management Plan.

Legal considerations

- 18 There are no legal matters to consider in the approval of the engagement process.

Financial considerations

- 19 The Collective Biosolids Strategy Project provides the funding for the involvement by the project team of Centre Integrated Biowaste Research and Lower Environmental Impact and writing up of the framework document.
- 20 Any additional costs for Hui and associated research would be funded from the wastewater activity from existing solid waste budgets.

Tāngata whenua considerations

- 21 The matter of disposal of biosolids was first presented to Te Whakaminenga o Kāpiti's in January 2015. The matter was further progressed with the ART forum and a site visit was undertaken. This paper and proposal has taken into account this earlier work and has been developed in discussion with Councils Acting Iwi Relationships Manager.

SIGNIFICANCE AND ENGAGEMENT

Significance policy

- 22 The decision to approve the engagement process to develop a Tāngata Whenua Framework for Biosolids Reuse does not trigger Council's Significance and Engagement Policy

Engagement planning

- 23 The Collective Biosolids Strategy Project has developed an Iwi engagement plan to implement the framework develop which is included in attachment one.
- 24 It is envisaged that the draft biosolids strategy once informed by the Tāngata Whenua Framework for Biosolids Reuse would be presented to Council for consideration for adoption.

- 25 No external consultation has taken place to date and the proposed process will inform the Councils biosolids strategy.

Publicity

- 26 The progress and results of this process may be published through the Collective Biosolids Strategy Project from time to time and would be supported by a tri lwi working group and Council communications team.

Other considerations

- 27 The issue of biosolids disposal and/or re-use is likely to be a matter of interest to the wider community and this would be appropriately addressed through the development of the long term biosolids strategy and its adoption through Council processes.

RECOMMENDATIONS

- 28 It is recommended that:

- Te Whakaminenga o Kāpiti approves the proposed engagement process to develop a Tāngata Whenua Framework for Biosolids Reuse through the Collective Biosolids Strategy Project.
- Te Whakaminenga o Kāpiti mandate a tri-lwi working group to engage in the development of the Tāngata Whenua Framework for Biosolids Reuse Framework for Kāpiti.
- Te Whakaminenga o Kāpiti confirms the appropriate representation from each lwi for the tri-lwi working group.

Report prepared by

Approved for submission

Approved for submission

Martyn Cole

**WATER &
WASTEWATER
ASSET MANAGER**

Kevin Currie

**GROUP MANAGER
REGULATORY SERVICES**

Sean Mallon

**GROUP MANAGER
INFRASTRUCTURE
SERVICES**

ATTACHMENT

Appendix 1 Tāngata Whenua Framework for Biosolids Reuse – Engagement Plan

CIBR/LEI - MfE Collective Biosolids strategy - Lower North Island

Iwi Engagement Plan (draft) - June 2017

Kāpiti Coast District Council (KCDC) - Pilot Tāngata Whenua Engagement Framework

Outline:

A significant issue often raised by local hapū and Iwi is that there are no cultural frameworks to guide conversations and input into waste management. The work with Iwi in Kāpiti to develop an Engagement Framework that identifies how Iwi, tāngata whenua and community values can be incorporated into developing long-term regional-wide solutions for managing biosolids.

The project team will work alongside KCDC to support their engagement with Iwi and to develop a 'pilot tāngata whenua engagement framework'. CIBR/LEI aims to provide technical and scientific expertise to support KCDC to better understand and consider Iwi values and viewpoints on the options and scenarios for biosolids management in the Kāpiti area. The pilot approach with KCDC and local Iwi will draw upon the 'CIBR/LEI community engagement framework' and the 'Tapu to Noa' approaches to develop an engagement framework.

This work will be presented to wider lower North Island Councils and Iwi groups for consideration on ways that mana whenua values and mātauranga Māori frameworks can better inform decision-making, management and monitoring processes for waste and wastewater treatment options and biosolids reuse in the wider region.

There are three Iwi within KCDC's jurisdictional area. These are Te Āti Awa ki Whakarongotai, Ngāti Raukawa ki te Tonga, represented by Ngā Hapū o Ōtaki and Ngāti Toa Rangatira.

We have outlined three phases to the work;

Phase 1: Co-design and set up (Dec 2016 – July 2017)

Initial scoping meetings held with CIBR and KCDC's wastewater management and Iwi Relationships Manager to co-design the approach. Key actions identified included;

1. Iwi engagement must also be addressed in the high level governance arrangements for the project. A Terms of Reference was developed and Todd Taiepa, Poutakawaenga - Principal Māori Advisor for the Palmerston North City Council (PNCC) has been appointed as Māori Advisor for the project.
2. The research will be led and guided by a local Māori researcher or a tri-Iwi working party. KCDC will be submitting a proposal to KCDC Te Whakaminenga o Kāpiti) to gain their approval on a process to carry out the 'Scenario development and engagement' work with local Iwi. This proposal

will be submitted by Martyn Cole, KCDC Water & Wastewater Asset Manager, in September 2017.

3. Mahinarangi Hakaraia (Ngāti Raukawa Ki Te Tonga), has now replaced Monica Fraser as KCDC's Iwi Relationships Manager. Martyn and Mahinarangi will support liaison between the tri-Iwi working party or appointed local Māori researcher and CIBR/LEI team in the co-design of a hui or forum to engage with local Iwi and hapū.

Following the process of approval from Te Whakaminenga o Kāpiti, the CIBR team will liaise with KCDC's Iwi Relationships Manager, the local researcher, or tri-Iwi working party to plan together how the CIBR processes might be utilised alongside a wider Iwi-led research process to support the development of a 'pilot tāngata whenua engagement framework'.

Phase 2: Design and delivery of a Hui/workshop with KCDC and local Iwi/hapū (July 2017 – Dec 2017)

We envisage that CIBR could provide KCDC with assistance and support in the design of a one day hui/workshop. The hui would aim to combine technical and cultural perspectives to explore and consider different scenarios for wastewater and biosolids management for the Kāpiti Coast area. The timing and content of the hui, or other 'fit for purpose' activities, will be designed with the appointed local Māori researcher or tri-Iwi working party to be delivered at an appropriate time in the research cycle.

Draft outline of Hui/workshop

1. Outline the current situation - wastewater treatment plant operations, current site and processes, opportunities/constraints.
2. Explore local cultural data including sites of significance
3. Explore Mātauranga Māori frameworks on decision making, management and monitoring (ie. Tapu to Noa, Mauri Compass, Mauri model etc), and their applicability in context of what can be done with Kāpiti biosolids.
4. Incorporate Quadruple bottom line (cultural, social, environmental, economic) criteria.
5. Explore different scenarios and identify preferred sites/scenarios for Iwi.
6. Identify guiding principles to support good process for Council and Iwi engagement in the wider lower North Island.

Phase 3: Co-analysis with local researcher, CIBR and KCDC (July 2017 – July 2018)

Following delivery of the hui, the data gathered will be analysed and written up, working closely with KCDC staff and the appointed local Māori researcher or tri-Iwi working party.

A written report of the hui/workshop will identify the issues and solutions specific to the KCDC wastewater treatment situation, and bring together different technical and cultural knowledge systems and considerations in the development of viable scenarios for the Kāpiti Coast area.

It is envisaged that the scenario development work with Iwi and hapū will support KCDC's decision-process in determining viable options for future biosolids and wastewater treatment – for both local infrastructure investments for the Kāpiti Coast area, and in relation to how Kāpiti might wish to connect with collective biosolids solutions for the lower North Island region.

Outcomes and learnings from Phases 1-3 will be incorporated into an Engagement Framework that provides pathways and processes for conversations with Tangata Whenua about biosolids management. The framework will be presented to the wider project stakeholders to be considered as a resource that may better support council/Iwi decision-making processes and the development of viable scenarios for biosolids reuse for the wider lower North Island region.

TE WHAKAMINENGA O KĀPITI
MATTERS UNDER ACTION
Rātū 12 Mahuru 2017

Item	Action	Person Responsible	Notes/Update	Timeframe
Memorandum of Partnership	02.08.17 To propose dates for the signing of the Memorandum of Partnership at Whakarongatai Marae.	Chris Gerretzen		Next meeting 12 Sep 2017
Hastings District Council	The Chair invited staff to provide a report out of the work of Hastings District Council to be brought to Te Whakaminenga o Kāpiti to inform a way forward and highlight lessons learned around housing.	Mahinarangi Hakaraia	02.08.17 Report to be prepared for next meeting.	Next meeting 12 Sep 2017
ART Forum feedback	In light of the Long Term Plan Update provided by Kevin Black and Monica Fraser, the Chair confirmed that an off line conversation is required with the ART Forum in order to provide feedback before 28 July. It is intended that workshops are held with iwi in order to define the content in the Long Term Plan. Te Whakaminenga o Kapiti were asked to consider how they would like staff to engage and were invited to provide feedback on the strategic pathways.	Mahinarangi Hakaraia	02.08.17 Report back next meeting.	Next meeting 12 Sep 2017
Cycleways, Walkways and Bridleways Group	TWOK resolved to appoint representatives to the Cycleways, Walkways and Bridleways Advisory Group at the next meeting.	Rupene Waaka	The Chair took the action to come back to the next meeting with the name of a proposed representative.	Next meeting 12 Sep 2017