

MINUTES	MEETING HELD ON	TIME
TE WHAKAMINENGA O KĀPITI	RATU 15 WHIRINGA-Ā-RANGI 2016	10.00 AM

Minutes of a six-weekly meeting of Te Whakaminenga o Kāpiti on Tuesday 10 November 2016, commencing at 10.00 am in the Council Chambers, 175 Rimu Road, Paraparaumu.

#### MEMBERS

Mr	R	Waaka	Ngā Hapū o Ōtaki (Chair)
Mr	A	Baker	Chair, Ātiawa ki Whakarongotai Charitable Trust
Ms	M	Hakaraia	Ngā Hapū o Ōtaki
Mr	H	Potini	Ngāti Toa Rangatira
Mr	D	Te Maipi	Kaumātua

#### IN ATTENDANCE

Ms	J	Straker	Kaiwhakahaere Kaute
Ms	E	Taimalietane	
Mr	K	Black	Kaihautū Rautaki me te Rangapū
Mr	P	Dougherty	Tumuaki
Ms	M	Fraser	Kaiwhakahaere Tairangawhenua
Ms	M	Whiterod	Te Āpiha Tairangawhenua
Ms	V	Starbuck-Maffey	Kaiwhakahaere Ratonga Manapori

#### APOLOGIES

Ms	C	Seamark	Ātiawa ki Whakarongotai Charitable Trust
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The meeting opened with a karakia by Don Te Maipi.

Te Whakaminenga o Kāpiti 16/11/001

#### TUKU AROHA/APOLOGIES

##### **MOVED (Hakaraia / Waaka)**

**That Te Whakaminenga o Kāpiti accepts apologies from Cherie Seamark.**

##### **CARRIED**

Te Whakaminenga o Kāpiti 16/11/002

#### **WELCOME TO MAYOR GURUNATHAN AND CR JAMES COOTES**

- The Chair welcomed the Mayor and Cr James Cootes to Te Whakaminenga o Kāpiti as the Council's representatives for the new Triennium. Both expressed their gratitude for the appointment. The Mayor outlined his background which included a long-standing interest in iwi/Māori affairs.

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Te Whakaminenga o Kāpiti 16/11/003

**PUBLIC SPEAKING TIME**

- Apihaka Mack gave her mihi and later asked a question about the recent confusion in the community about early warning systems re earthquakes/tsunami.

Te Whakaminenga o Kāpiti 16/11/004

**ADDITIONAL AGENDA ITEMS**

None were requested.

**Strategic Work Programme**

Te Whakaminenga o Kāpiti 16/11/005

**APPOINTMENT OF CHAIR OF TE WHAKAMINENGA O KĀPITI FOR 2016-2019**

- Vyvien Starbuck-Maffey explained that at the beginning of each Triennium it was normal practice to elect a Chair of the Group for the remainder of the Triennium.

**MOVED (Mayor/Hakaraia)**

**That Rupene Waaka is nominated as Chair for the 2016-2019 Triennium.**

**CARRIED**

There being no other nominations Mr Waaka was declared Chair.

Te Whakaminenga o Kāpiti 16/11/006

**CONFIRMATION OF TĀNGATA WHENUA MEMBERSHIP 2016-2019**

- Vyvien Starbuck-Maffey explained that at the beginning of each Triennium it was normal practice to confirm the iwi membership of the Group. It was noted that Ngā Hapū o Ōtaki had formally advised their representatives would be Mahinarangi Hakaraia and Rupene Waaka. The Te Ātiawa Charitable Trust had also advised that their Chair Andre Baker would attend today pending a meeting of the Trust Board on 4 December to finalise their representatives. These would be confirmed in due course. Mr Baker advised the Group that Ann-Maree Ellison had been relieved of her position on the Group.

Te Whakaminenga o Kāpiti 16/11/007

**PRESENTATION: CONFIRMED COUNCIL COMMITTEE STRUCTURE – PAT DOUGHERTY**

- The Chief Executive Pat Dougherty gave a powerpoint presentation on the Council's new governance structure and explained the rationale for reducing the previous three Standing Committees to two in this triennium: the Strategy and Policy Committee, and the

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Operations and Finance Committee. The Audit and Risk body, formerly a subcommittee, had been made a Committee to reflect its increased importance and workload.

*Hohepa Potini arrived at 10.25am.*

- Council had also approved the inclusion in the two Standing Committees' membership a Māori representative (one each).
- It was agreed to circulate the powerpoint presentation slides to members.

Te Whakaminenga o Kāpiti 16/11/008

#### **PRESENTATION : IWI/MĀORI APPOINTEES ON COUNCIL DECISION-MAKING BODIES**

- Vyvien Starbuck-Maffey spoke to this item, explaining that now the Council's new governance structure was in place there were a number of iwi/Māori appointments requiring to be made, and she outlined the details on each via a powerpoint presentation.
- Council had also approved the attendance of the Chair to sit at the table during Council meetings. Mr Waaka indicated he would be unable to attend Council meetings this year and an alternate needed to be found.
- The Group agreed that the process to recruit Māori representatives to the two Standing Committees should proceed. The names of members to make up the recruitment panel would be coordinated through the Chair and adverts would be lodged before the end of the year, so that the preferred candidates could be recommended to Council early in the New Year.
- It was agreed to circulate the powerpoint presentation slides to members.

Te Whakaminenga o Kāpiti 16/11/009

#### **REVIEW OF THE MEMORANDUM OF PARTNERSHIP**

- Ms Starbuck-Maffey spoke to this item, explaining that a clause in the Memorandum required it to be reviewed within the first six months of the new Triennium. The document was included in the agenda so that members could begin reviewing it within their hapū and networks. The Mayor indicated he wanted to ensure that all Councillors were supportive before it came back to the Group for final adoption and discussion about a signing ceremony.

Te Whakaminenga o Kāpiti 16/11/010

#### **REVIEW OF MEETING PROTOCOL DOCUMENT**

- Ms Starbuck-Maffey spoke to this item, explaining that the document should be reviewed and any changes discussed at the next meeting if possible, with a view to final adoption in the first part of 2017.

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Te Whakaminenga o Kāpiti 16/11/011

**PRESENTATION: ANNUAL PLAN PROCESS**

- Kevin Black explained his current role as Acting Group Manager Strategy and Planning. He introduced Jacinta Straker and Emily Taimalietane. A powerpoint presentation was given which outlined key legislative drivers and milestones in the Annual Plan process.
- The Council would be holding workshops in February on the Annual Plan and the community would be consulted on the Draft Plan in April 2017. The final 2017/18 Plan had to be adopted by Council by 30 June 2017.
- Jacinta Straker spoke about the financial strategy comprising keeping rates affordable, minimizing borrowings, and ensuring optimal capital spending.
- The need to keep the draft Plan concise and understandable was noted.
- Funding depreciation was an important issue to communicate the community.
- Every effort would be made to keep the rates increase as low as possible but it was a matter of deciding what other priorities and services should be cut or delayed to achieve this.
- The involvement of iwi in the process would be effected through the Strategy and Planning team and this would start ahead of the February workshops.
- Cr Cootes noted that the previous Annual Plan process had involved the Ōtaki Community Board and Mr Waaka to very good effect in getting people engaged. The Chief Executive commented it was important to manage expectations as well. He noted that the Council had suggested areas for cutting, but community submissions had indicated not to do this. It was critical to take a long term view in planning investment, especially in big ticket items and that included priorities that were not necessarily so visible (like stormwater infrastructure for example) but which were critical in the future.

**Updates / Other Matters**

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**MEETING DATES 2017 FOR CONFIRMATION: (TUESDAYS AT 10.00 AM): 24 JANUARY, 14 MARCH, 2 MAY, 13 JUNE, 1 AUGUST, 12 SEPTEMBER, 24 OCTOBER, 5 DECEMBER**

Members noted the dates for meetings in 2017.

Te Whakaminenga o Kāpiti 16/11/013

**CITIZENSHIP CEREMONY NOVEMBER**

The pōwhiri would start at 6.30pm at Raukawa marae tomorrow night.

*Andre Baker left the meeting at 11.35am.*

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Te Whakaminenga o Kāpiti 16/11/014  
**WAITANGI DAY 2017**

Maia Whiterod and Mahinarangi Hakaraia were taking the lead on this project for the 2017 event and confirmed the venue was the Ōtaki-Māori Racecourse and the theme was one of partnership.

Te Whakaminenga o Kāpiti 16/11/15  
**IWI UPDATES**

Ngāti Toa Rangatira

- Matiu Rei's knighthood was noted
- A block of land near Kenepuru Hospital had been purchased with plans for social housing in the future

Ngā Hapū o Ōtaki

- Discussions needed to be held with council officers regarding the Whiti Te Ra clubhouse regarding the need to bring the building up to Code
- Local discussions would also be held regarding the recent sale and leasing of the House of Hope facility and the new lessee's intentions for the site. Social media comment on this matter had been extensive and misinformed and the new lessee needed to allay community concerns. The Council had been implicated through the consenting process.

Te Āti Awa

- There was no update provided as Mr Baker had left the meeting.

Te Whakaminenga o Kāpiti 16/11/016  
**TREATY SETTLEMENTS – OVERVIEW FROM EACH IWI**

- Ngā Hapū o Ōtaki provided an update.

Te Whakaminenga o Kāpiti 16/11/017  
**COUNCIL UPDATE**

The Chief Executive provided an update including:

- The PDP process was going well
- Tenders for work on the Ōtaki Pool had closed
- It was NZTA's intention to open the Expressway at Xmas, however their plans had been hampered by the recent burst of bad weather
- Flood zones were being examined in the wake of the recent heavy rain, and with the expectation that, according to climate change modelling, winters on the Coast would be wetter overall. The budget required to address the shifting goalposts was now in the order of \$220-\$230million over the next 20 years.
- The new elected members had been sworn in and were undergoing an induction programme; there had been a 40% turnover in new members, which was not unusual for this Council.
- The speaker in the public gallery raised the matter of confusing communications around the tsunami threat and response following Monday's earthquake. The Chief Executive

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explained the different tsunami scenarios and what was an appropriate response. There may not be time for Council to coordinate evacuation and people should make a judgement call themselves and evacuate to higher ground without waiting for Ministry or Council advice which would come too late. That being said there would be discussions with WREMO to do better in regards to communicating with the community about warnings.

Te Whakaminenga o Kāpiti 16/11/018

### **CORRESPONDENCE**

1. A letter from Ngā Hapū o Ōtaki confirming their representatives for the 2016-2019 Triennium
2. Advice on representation from Ātiawa ki Whakarongotai Charitable Trust.

Te Whakaminenga o Kāpiti 16/11/019

### **OTHER BUSINESS**

Letters of thanks would be drafted to the previous Mayor Ross Church and Cr Janet Holborow for their contribution to Te Whakaminenga o Kāpiti.

*The meeting closed at 12.16pm with a karakia by Don Te Maipi.*

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Chair

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Date