

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.”*

AGENDA

Te Whakaminenga o Kāpiti Rātū, 3 Mahuru 2019

I hereby give notice that a Te Whakaminenga o Kāpiti meeting will be held on:

Date: Rātū, 3 Mahuru 2019

Time: 10.00am

Location: Council Chamber
Ground Floor, 175 Rimu Road
Paraparaumu

Janice McDougall
Group Manager

Kapiti Coast District Council

Notice is hereby given that a meeting of Te Whakaminenga o Kāpiti will be held in the Council Chamber, Ground Floor, 175 Rimu Road, Paraparaumu, on Rātū 3 Mahuru 2019, 10.00am.

Te Whakaminenga o Kāpiti Members

Mr Rupene Waaka	Chair
Ms Kirsten Hapeta	Member
Ms Carol Reihana	Member
Ms Natalia Repia	Member
Mr Andre Baker	Member
Mr Chris Gerretzen	Member
Mayor K Gurunathan	Member
Cr James Cootes	Member
Ms Kara Kearney	Alternate
Ms Naomi Solomon	Alternate

Order Of Business

1	Karakia	5
2	Apologies	5
3	Public Speaking Time	5
4	Additional Agenda Items	5
5	Confirmation of Minutes	5
	Nil	
6	Updates	6
6.1	Iwi Representation on the Civil Defence Coordination Executive Group (CEG) - Jeremy Holmes	6
6.2	Storm Water Work Programme	6
6.3	Transition to the new Triennium	6
6.4	2019 Local Body Elections	6
7	Reports	7
7.1	Te Whakaminenga o Kāpiti Annual Work Plan 2019-2020	7
7.2	Performance Measure – Satisfaction with the Te Whakaminenga o Kāpiti Partnership.....	15
8	Matters Under Action	17
8.1	Matters Under Action.....	17
9	Iwi Updates	19
10	Treaty Settlements – overview from each iwi	19
11	Council Update	19
12	Correspondence	19
13	Future Agenda Requests	19

- 1 KARAKIA
- 2 APOLOGIES
- 3 PUBLIC SPEAKING TIME
- 4 ADDITIONAL AGENDA ITEMS
- 5 CONFIRMATION OF MINUTES

Nil

6 UPDATES

6.1 IWI REPRESENTATION ON THE CIVIL DEFENCE COORDINATION EXECUTIVE GROUP (CEG) - JEREMY HOLMES

6.2 STORM WATER WORK PROGRAMME

6.3 TRANSITION TO THE NEW TRIENNIUM

6.4 2019 LOCAL BODY ELECTIONS

7 REPORTS

7.1 TE WHAKAMINENGA O KĀPITI ANNUAL WORK PLAN 2019-2020

Author: Morag Taimalietane, Principal Advisor

Authoriser: Janice McDougall, Group Manager

PURPOSE OF REPORT

- 1 This report seeks to confirm the Te Whakaminenga o Kāpiti Annual Work Plan for 2019-2020 (the plan). It also seeks confirmation of direction for two key deliverables for 2020 – Waitangi Day commemorations and the Maramataka.

DELEGATION

- 2 Te Whakaminenga o Kāpiti may consider this matter under the Memorandum of Partnership.

BACKGROUND

- 3 The Te Whakaminenga o Kāpiti annual work plan identifies projects considered priorities over a financial year. An annual budget complements the implementation of these projects.
- 4 Activities in the plan align to the principles from the tāngata whenua vision including: te reo Māori; marae; kotahitanga and rangatiratanga. Key projects include: Matariki, te reo Māori, heritage trail, waahi tapu, capacity building, Waitangi Day, and the annual coastal maramataka.
- 5 The plan is implemented collaboratively through a number of mechanisms including Council staff (across the organisation), contractors and tāngata whenua.
- 6 A copy of the proposed Te Whakaminenga o Kāpiti Annual Work Plan for 2019-2020 is attached as Appendix One.

CONSIDERATIONS

- 7 The Group Manager People and Partnerships met with the Chair of Te Whakaminenga o Kāpiti on 13 August 2019 to review the proposed plan for 2019-20. It is noted that some work is delivered directly by Te Whakaminenga o Kāpiti and the iwi partnerships team, while other projects will draw on resources from across the Council – particularly while the new iwi partnerships team is being established.
- 8 As in previous years, the proposed workplan for 2019-20 reflects the priorities identified by Te Whakaminenga o Kāpiti, plus other emergent issues.
- 9 There are two items in the work plan requiring specific direction from Te Whakaminenga o Kāpiti to enable work to get underway.
 - 9.1 Confirmation of who will be hosting the 2020 Waitangi Day commemorations.
 - 9.2 Confirmation of which iwi will oversee the production of the 2020-21 Maramataka.
- 10 A review of the work plan and overall budget is planned as part of the development of the 2021-2041 Long term plan, a process that will begin during 2020.
- 11 In addition to the proposed workplan, Council staff have sought a proposal for a review of how well the Council is meeting its statutory and partnership obligations to Maori. This was identified as a valuable exercise to feed into the development of a new Memorandum of Partnership for the 2019-2021 triennium. The proposal will be put to members of Te Whakaminenga o Kāpiti for consideration.

Policy considerations

- 12 There are no policy considerations.

Legal considerations

13 There are no legal considerations.

Financial considerations

14 An annual budget adjusted for consumer price index (CPI) is provided to support the implementation of this work. The budget is forecasted through the Long Term Plan process.

SIGNIFICANCE AND ENGAGEMENT**Significance policy**

15 This matter has a low level of significance under Council's Significance and Engagement Policy.

Consultation already undertaken

16 The Chair of Te Whakaminenga o Kāpiti has been consulted on the proposed workplan for 2019-20.

Engagement planning

17 An engagement plan is not needed to implement this decision.

Publicity

18 There are no publicity considerations.

RECOMMENDATIONS

- 19 That Te Whakaminenga o Kāpiti **receives and approves** the Annual Work Plan for 2019-20 as detailed in Appendix One.
- 20 That Te Whakaminenga o Kāpiti **confirms** who will host the Waitangi Day Commemorations for 2020 so event planning can begin.
- 21 That Te Whakaminenga o Kāpiti **confirms** which iwi will oversee the production of the 2020-21 Maramataka.
- 22 That Te Whakaminenga o Kāpiti **notes** Council staff have sought a proposal for a review of how well the Council is meeting its statutory and partnership obligations to Māori.

APPENDICES

1. 2019-2020 Annual Work Plan TWoK - Committee 3 September 2019

Te Whakaminenga o Kāpiti Annual Work Plan 2019-2020

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

Kaupapa	Comments/tasks	Organisational Budget	Budget 19/20
1. Kaitiakitanga	<p>District Plan</p> <ul style="list-style-type: none"> • Development – iwi management plan as a combined three iwi plan or with each iwi. • It is anticipated this will take up to 18 months to develop. <p>Urupā</p> <ul style="list-style-type: none"> ▪ Annual grant to the four hapū managed urupā <ul style="list-style-type: none"> • Ruakōhatu • Takamore • Tainui • Rangiātea <p>Working Parties</p> <ul style="list-style-type: none"> • Māori Economic Development • District Plan • Water • Town Centres • Integration project • Community 	<p>Te Whakaminenga/ District Plan</p> <p>Open Spaces</p> <p>Across Council</p>	<p>\$95,321</p> <p>\$12,060</p> <p>Staff time</p>
2. Capacity Building	<p>Build iwi capacity in resource management</p> <ul style="list-style-type: none"> ▪ Attendance at relevant Conferences ▪ Resource Management Training <p>Iwi Consultation</p> <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. <p>Democratic process</p> <ul style="list-style-type: none"> ▪ Memorandum of Partnership ▪ Terms of Reference ▪ Māori representation to Standing committees ▪ Māori Wards 	<p>Te Whakaminenga</p> <p>Te Whakaminenga</p> <p>Democratic Services</p>	<p>\$4,750</p> <p>\$78,374</p> <p>Staff time</p>

	Governance meeting support <ul style="list-style-type: none"> ▪ Te Whakaminenga o Kāpiti ▪ ART Forum 	Governance Te Whakaminenga	\$16,028
	Communication <ul style="list-style-type: none"> • Half yearly newsletter produced and disseminated to the community • Upload to Council's website. 	Te Whakaminenga	\$2,290
	LINZ <ul style="list-style-type: none"> ▪ Annual subscription for each iwi (up to 2 each) ▪ Monthly LINZ search – for each iwi. 	Te Whakaminenga	\$3,177
3. Māori Economic Development	Strategy <ul style="list-style-type: none"> ▪ Māori Economic Development Grants Fund ▪ Strategy review and refresh 	Te Whakaminenga	\$68,843
4. 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. 	Te Whakaminenga	\$2,118
	Maramataka <ul style="list-style-type: none"> • Develop Maramataka for 2020/21 	Te Whakaminenga	\$10,717
	<ul style="list-style-type: none"> • Launch of maramataka • Promote to the community in line with Matariki 2019/20 		
	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 • Kāpiti Story – telling the iwi story • Collation/Cataloguing of current info and further development of exhibition/history panels 	Te Whakaminenga	\$7,829
6. Waitangi Day	Implementation of Community Commemoration <ul style="list-style-type: none"> • Council and iwi to jointly manage the district's approach to Waitangi Day with iwi • Investigate additional funding towards event. 	Corporate Management	\$12,912

7. He Taonga te reo	Bi lingual signage <ul style="list-style-type: none"> • Ōtaki educational signs • Explore opportunities to progress this through the wider Kāpiti Coast 	Parks and Open Spaces	\$2,384
	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. 	Te Whakaminenga	\$5,000
	Matariki <ul style="list-style-type: none"> • Applications by iwi to fund projects that build knowledge and understand 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 Māori? How to incorporate Matariki into everyday life. 	Te Whakaminenga	\$9,001
	Internal <ul style="list-style-type: none"> • Create opportunities to develop Te Reo me ona tikanga Māori for council staff – Te Waka • Support opportunities to develop pronunciation of kupu Māori/Identity 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 Kāpiti 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. 	Council	\$5,084
8. Marae Grant and Maintenance programme	Marae Capacity Building <ul style="list-style-type: none"> • Implementation of the Marae Support policy • 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 	Te Whakaminenga	\$55,960

	<ul style="list-style-type: none"> Protection and preservation, health and safety, maintenance and management of marae Understanding the role of marae within the community. 		
9. 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. 	Council/ Te Whakaminenga	Staff time
	Takutai Moana (Marine and Coastal) Act 2011 <ul style="list-style-type: none"> Keep abreast of emergent issues Customary implications for mandate Impacts of new iwi and hapu groups applying to represent, engage with the Crown. 	Council/ Te Whakaminenga	Staff time
	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. 	Council/ Te Whakaminenga	Staff time
	Promote housing initiatives District Plan <ul style="list-style-type: none"> Papakainga housing Promote healthy housing initiatives with whānau, hapū and iwi relationships Advocate and support the development of an Open for Business tool kit for supporting Maori land owners to implement papakainga 	Council/ Te Whakaminenga	Staff time
	Te Ture Whenua Māori <ul style="list-style-type: none"> Review of the Act – implications for iwi and Council Rates implications for Māori owned land Rates reviewed. 	Council/ Te Whakaminenga	Staff time
	Long Term Plan and Annual Plan <ul style="list-style-type: none"> Ensure that tangatawhenua strategic direction embedded into these documents. 	Council/ Te Whakaminenga	Staff time

	<p>Mana Whakahono ā rohe</p> <ul style="list-style-type: none"> • Keep abreast of emergent issues • Develop, or support the development of, process for this • Facilitate workshops with Ministry for the Environment and other relevant organisations for staff and iwi partners (via Te Whakaminenga). 	<p>Council/ Te Whakaminenga</p>	<p>Staff time</p>
--	--	---------------------------------	-------------------

7.2 PERFORMANCE MEASURE – SATISFACTION WITH THE TE WHAKAMINENGA O KĀPITI PARTNERSHIP

Author: Morag Taimalietane, Principal Advisor

Authoriser: Janice McDougall, Group Manager

PURPOSE OF REPORT

- 1 This report seeks to confirm Te Whakaminenga o Kāpiti's level of satisfaction with the partnership, for inclusion in the Council's 2018/19 Annual Report.

DELEGATION

- 2 Te Whakaminenga o Kāpiti may consider this matter under the Memorandum of Partnership.

BACKGROUND

- 3 The Long Term Plan 2018-38 seeks to ensure that Council values its Memorandum of Partnership (MoP) with tāngata whenua and that the partnership is strong; and that the Council provides for the active participation of tāngata whenua and Māori in decision making processes.
- 4 There are three performance indicators for this area which Council seeks to achieve each year, with the outcome (achieved / not achieved) reported in the annual report:
 - 4.1 The memorandum of partnership is renewed each triennium;
 - 4.2 Te Whakaminenga o Kāpiti is satisfied or very satisfied with the partnership;
 - 4.3 Māori have representation on standing committees of council and tāngata whenua working parties contribute to significant council work programmes.
- 5 Council staff prepare information relating to the signing of the MoP and representation on standing committees and working parties for inclusion in the annual report.
- 6 In previous years Council staff have confirmed Te Whakaminenga o Kāpiti's level of satisfaction with the partnership via the Chair of Te Whakaminenga o Kāpiti, with this feedback being included in the annual report.
- 7 As part of a focus on continuous improvement Council staff have identified an opportunity to increase the public visibility and transparency of this process by making the consideration a formal agenda item at a Te Whakaminenga o Kāpiti meeting.

CONSIDERATIONS

- 8 The performance measure for discussion and consideration is: Te Whakaminenga o Kāpiti is satisfied or very satisfied with the partnership.
- 9 Te Whakaminenga o Kāpiti feedback for the 2018-19 year was: On behalf of Te Whakaminenga o Kāpiti the Chair has reported they are satisfied with the outcomes achieved under the partnership – although it was noted that there is a need to look at how the partnership can become more ingrained and visible across council outcomes.

Policy considerations

- 10 There are no policy considerations.

Legal considerations

- 11 There are no legal considerations.

Financial considerations

- 12 There are no financial considerations.

SIGNIFICANCE AND ENGAGEMENT**Significance policy**

- 13 This matter has a low level of significance under Council's Significance and Engagement Policy.

Consultation already undertaken

- 14 The chair of Te Whakaminenga o Kāpiti was consulted on the proposal to change the way information is gathered for this performance measure, and supported the new approach.

Engagement planning

- 15 An engagement plan is not needed to implement this decision.

Publicity

- 16 There are no publicity considerations.

RECOMMENDATIONS

- 17 That Te Whakaminenga o Kāpiti agrees its level of satisfaction with the Partnership for the 2017-18 year, for the purposes of annual performance reporting.
- 18 That Te Whakaminenga o Kāpiti confirms any further commentary it would like included in reporting on satisfaction with the partnership.

APPENDICES

Nil

8 MATTERS UNDER ACTION

8.1 MATTERS UNDER ACTION

Author: Joy Murray, Democracy Services Advisor

Authoriser: Joy Murray, Democracy Services Advisor

APPENDICES

1. Matters Under Action - 3 September 2019

TE WHAKAMINENGA O KĀPITI

3 Mahuru 2019

Item	Action	Person Responsible	Notes/Update	Time frame
Papakainga Housing Toolkit	Ms Foster committed to talking with Regulatory Manager Natasha Tod to discuss approach to the production of a tool kit for people who are keen to move forward with Papakainga Housing. Ms Hapeta will be the point of contact and lead the work on such a Papakainga Housing tool kit through the ART Forum.	Kirsten Hapeta	Mrs McDougall provided an update work is underway on an assessment of housing needs and opportunities and that the consultant, Clinton Fisher, was keen to meet with Iwi as part of this process. Mrs McDougall provided an update that staff and Mayor Gurnathan accompanied Chris Faafoi at the Papakainga Boot Camp.	
Review of Te Whakaminenga o Kāpiti	Agreed at Te Whakaminenga o Kāpiti Meeting of 25 June that this could be added to the action register.			

- 9 IWI UPDATES
- 10 TREATY SETTLEMENTS – OVERVIEW FROM EACH IWI
- 11 COUNCIL UPDATE
- 12 CORRESPONDENCE
- 13 FUTURE AGENDA REQUESTS