



*“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 Tuesday, 20 June 2023

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

Date: Tuesday, 20 June 2023

Time: 9.30am

**Location: Council Chamber
Ground Floor, 175 Rimu Road
Paraparaumu**

**Janice McDougall
Group Manager People and Partnerships**

Kāpiti 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 Tuesday 20 June 2023, 9.30am.

Te Whakaminenga o Kāpiti Members

Mr André Baker	Chair
Mayor Janet Holborow	Member
Ms Kirsten Hapeta	Member
Mr Chris Gerretzen	Member
Ms Denise Hapeta	Member
Ms Janine Huxford	Member
Ms Kim Tahiwī	Member
Mr Huriwai Paki	Member
Cr Martin Halliday	Member

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- 1 KARAKIA
- 2 WHAKAPĀHA | APOLOGIES
- 3 HE WĀ KŌRERO KI TE MAREA | PUBLIC SPEAKING TIME
- 4 HE TĀPIRITANGA KI TE RĀRANGI TAKE | ADDITIONAL AGENDA ITEMS

5 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES

5.1 CONFIRMATION OF MINUTES

Author: Anna Smith, Senior Democracy Services Advisor

Authoriser: Janice McDougall, Group Manager People and Partnerships

Taunakitanga | Recommendations

That the minutes of the Te Whakaminenga o Kāpiti meeting of 9 May 2023 be accepted as a true and correct record.

APPENDICES

1. Te Whakaminenga o Kāpiti minutes - 9 May 2023 [↓](#)

TE WHAKAMINENGA O KĀPITI MINUTES

9 MAY 2023

**MINUTES OF KAPITI COAST DISTRICT COUNCIL
TE WHAKAMINENGA O KĀPITI
HELD AT THE COUNCIL CHAMBER, GROUND FLOOR, 175 RIMU ROAD, PARAPARAUMU
ON TUESDAY, 9 MAY 2023 AT 9.43AM**

PRESENT: Mr André Baker (Ātiawa ki Whakarongotai), Mayor Janet Holborow, Mr Chris Gerretzen, Ms Denise Hapeta (Ngā Hapū o Ōtaki), Ms Kim Tahiwai (Ngā Hapū o Ōtaki) (via Zoom), Mr Huriwai Paki (Ngāti toa Rangatira) (via Zoom), Cr Martin Halliday

IN ATTENDANCE: Deputy Mayor Lawrence Kirby, Cr Rob Kofoed, Cr Sophie Handford, Darren Edwards, Ms Janice McDougall, Ms Deanna Rudd, Ms Kate Coutts, Ms Steffi Haefeli, Ms Jessica Mackman, Gareth Eloff, Mr Mike Mendonça, Ms Kris Pervan, Mr Hamish McGillivray, Mr Geoff Cannon
Via Zoom: Sarah Wattie, Anna Smith

WHAKAPĀHA | APOLOGIES: Kirsten Hapeta (Ngā Hapū o Ōtaki)

LEAVE OF ABSENCE: Nil

1 KARAKIA

André Baker opened the meeting with karakia, and welcomed everyone to the hui.

Denise Hapeta arrived at 9:50am.

2 WHAKAPĀHA | APOLOGIES

WHAKAPĀHA | APOLOGY

COMMITTEE RESOLUTION TWOK2023/14

Moved: Mr Chris Gerretzen

Seconder: Ms Denise Hapeta

That the apology received from Kirsten Hapeta (Ngā Hapū o Ōtaki) be accepted.

CARRIED

3 HE WĀ KŌRERO KI TE MAREA | PUBLIC SPEAKING TIME

- 1 Te Rangi Topeora Wiremu and Aroha Connor of the Rongoā Collective of the A.R.T Confederation spoke in regard to Rongoā Maori, and the history and current environmental challenges to the wetlands and ecosystems at Haruātai Park, Ōtaki; as well as the connection of mana whenua to the park. Ms Wiremu and Ms Connor requested the use of the empty playgroup building at Haruātai Park to organise and wananaga together, and answered members' questions. Mike Mendonça, Acting Group Manager Place and Space also answered questions regarding the park.
- 2 Karl Farrell spoke in regard to his grandmothers confiscated land in Paekākāriki, and his efforts in returning mana to her whenua. Mr Farrell spoke of the long-term aspiration to have

TE WHAKAMINENGA O KĀPITI MINUTES

9 MAY 2023

people return to the land and to build a marae in Paekākāriki. It was noted Mr Farrell had spoken to Council during Public Forum on Thursday, 27 April 2023.

Kris Pervan provided an update that the Kāpiti Coast District Council and Greater Wellington Regional Council were going to work with the Department of Conservation to secure a parcel of land for Budge House to be shifted to.

The Chair would be writing to Darren Pointer, Chair of the Greater Wellington Regional Council to register an interest from Ātiawa ki Whakarongotai to support Mr Farrell.

Darren Edwards, Te Tumuaki Chief Executive, noted that continuing this kaupapa would be treated as a priority.

4 HE TĀPIRITANGA KI TE RĀRANGI TAKE | ADDITIONAL AGENDA ITEMS

There were none.

5 TE WHAKAU I NGĀ ĀMIKI | CONFIRMATION OF MINUTES

5.1 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION TWOK2023/15

Moved: Mayor Janet Holborow

Seconder: Ms Denise Hapeta

That the minutes of Te Whakaminenga o Kāpiti meeting of 28 Poutūterangi 2023 (28 March 2023) be accepted as a true and correct record.

CARRIED

6 PŪRONGO | REPORTS

6.1 ESTABLISHMENT OF MĀORI WARD

Steffi Haefeli, Manager Democracy Services, and Janice McDougall, Group Manager People and Partnerships spoke to the report and members discussed this report.

COMMITTEE RESOLUTION TWOK2023/16

Moved: Ms Kim Tahiwī

Seconder: Mr Chris Gerretzen

- A. That Te Whakaminenga o Kāpiti note the content of the report.
- B. That the A.R.T confederation agree to discuss this kaupapa and provide Council Officers with input by Friday 26 May 2023 on:
 - B.1.1 What appropriate engagement with tangata whenua and other communities looks like;
 - B.1.2 If it is known, what the preliminary view of mana whenua is on whether a Māori ward should be established;
 - B.1.3 Any other considerations to be taken into account in terms of engagement planning.

CARRIED

TE WHAKAMINENGA O KĀPITI MINUTES

9 MAY 2023

7 NGĀ TAKE TĀREWA | MATTERS UNDER ACTION

7.1 NGĀ TAKE TĀREWA | MATTERS UNDER ACTION

Steffi Haefeli, Manager Democracy Services, took the report as read. Members' discussed the items on the Ngā Take Tārewa, and where appropriate Darren Edwards, Chief Executive and Janice McDougall, Group Manager People and Partnerships provided updates.

The report section 'Tangata Whenua Considerations' in Council and Committee reports and the secretariat support role for Te Whakaminenga o Kāpiti would be added as an item to the Ngā Take Tārewa.

Huriwai Paki left the hui at 11:45am.

Denise Hapeta noted that Ngā Hapū o Ōtaki had put forward the nomination of Oriwia Raureti as the mana whenua representative to the Risk and Assurance Committee, and Te Whakaminenga o Kāpiti resolved to recommend to Council to appoint Ms Raureti.

MOTION

COMMITTEE RESOLUTION TWOK2023/17

Moved: Ms Denise Hapeta
Seconder: Mr Chris Gerretzen

That Te Whakaminenga o Kāpiti recommend to Council to appoint Oriwia Raureti to the Risk and Assurance Committee for the 2022-2025 Triennium with full voting rights.

CARRIED

Item 11 He Kōrero Hou mō te Kaunihera | Council Update was brought forward in the minutes.

8 HE KŌRERO HOU MŌ TE KAUNIHERA | COUNCIL UPDATE

10.1 INTRODUCTION TO RESERVE MANAGEMENT PLAN WORK PROGRAMME

Mike Mendonça, Acting Group Manager Place and Space, introduced the Reserve Management Work Programme, and Gareth Eloff, Parks, Open Space and Environment Manager, and Geoff Cannon, of the external organisation Thrive Spaces and Places spoke to the update and answered members' questions

Mr Eloff noted that there were approximately 580 parcels of land that contributed to the open spaces in the rohe, spoke in regard to the guidance detailed in the Reserves Management Act, and that currently some reserves did not have existing management plans. Mr Eloff also noted that they would need to work with mana whenua around co-designing what the work programme would look like, and what co-decision making would look like throughout the process.

Mr Cannon spoke in regard to how Council would work with tangata whenua in the initial stages of the Reserve Management Plan Work Programme, as well as throughout the programme on matters of whenua, awa, biodiversity, visioning and operational matters.

Mr Mendonça answered members' questions on this matter, and it was noted that the plan would be added to the Ngā Take Tārewa and that a workshop with mana whenua iwi and the Open Space and Environment team to discuss this matter further should be organised.

Huriwai Paki returned to the hui at 12.00pm.

Huriwai left the hui at 12:06pm and returned at 12.15pm.

TE WHAKAMINENGA O KĀPITI MINUTES

9 MAY 2023

10.2 BACKGROUND ON THE WAINUIWHENUA PROJECT

Kris Pervan, Group Manager Strategy and Growth, and Hamish McGillivray, Manager Research and Policy spoke to the update, noting that:

- A report regarding this project is proposed to be taken to Council on Thursday, 25 May 2023
- The report would outline the work that is underway with Greater Wellington Regional Council, Ngāti Toa Rangatira, and would seek a formal agreement that Council get more involved in discussions around this project
- No decisions had been made at this point, and the Greater Wellington Regional Council team had provided an update to their Councillors on the opportunities to partner together on this.

The Chair requested that the report has visibility beyond Greater Wellington Regional Council and Ngāti Toa Rangatira, and that the report could reflect the kōrero discussed during the meeting, and identify both Ngā Hapū o Ōtaki and Ātiawa ki Whakarongotai's position on this matter.

8 HE KŌRERO HOU MŌ NGĀ IWI | IWI UPDATES

Huriwai Paki noted there was no update from Ngāti Toa Rangatira at this time.

Kim Tahiwi noted there was no specific update from Ngā Hapū o Ōtaki, but there had been a brief presentation on the Wainuiwhenua Project during a Council briefing. Denise Hapeta added that four new whare would be opened on the Te Wānanga o Raukawa campus at a dawn ceremony on Friday morning.

Chris Gerretzen followed on from Ms Hapeta's update on the four new whare at Te Wānanga, and noted the new name of the main whare was Te Moana Raukawakawa (Cook Strait) and that he had the privilege of designing the tāhuhu of the building.

André Baker provided an update from Ātiawa ki Whakarongotai noting that an open day for Waikanae Jobs for Nature graduation of students from the Waikanae Jobs for Nature, the new intake would be opening soon. There was also a new date for the AGM, which is Sunday, 4 June at 10am.

The recent Graduation of the Waikanae Jobs for Nature students was successfully held at Whakarongotai marae on 28 April 2023. The Iwi Open Day to celebrate Mahi Mo Te Taiao – Waikanae Jobs for Nature project is to be held on 13 May 2023.

Note: The Chair would be providing further information on this, and there would be additional items he would like recorded in the minutes.

9 NGĀ WHAKATAUNGA TIRITI - HE TIROHANGA WHĀNUI NŌ IA IWI | TREATY SETTLEMENTS – OVERVIEW FROM EACH IWI

André Baker provided an overview on behalf of Ātiawa ki Whakarongotai, noting that the Ngāti Raukawa phase of the hearings for the Wai 2200 Porirua ki Manawatu Inquiry have been deferred to later in the year; and that across the three iwi there was ongoing work regarding Takutai Moana applications, and lots of engagement on the position of mana whenua and other iwi in regard to boundaries.

Ātiawa ki Whakarongotai has had an initial meeting with representatives of Te Ara Whiti to receive information on the mandating process (noting that this was not a formal consultation), as Ātiawa continues to plan to engage with their people following the publication of the Waikanae Report for Te Ātiawa Ngāti Awa Claims.

Denise Hapeta noted that for Ngā Hapū o Ōtaki that work is ongoing, and currently there was a regular collective meeting on a monthly basis.

TE WHAKAMINENGA O KĀPITI MINUTES9 MAY 2023

Item 11 – He Kōrero Hou mō te Kaunihera | Council Update was moved to another part of the minutes.

10 TE WHAKAWHITI KŌRERO | CORRESPONDENCE

There was none.

11 HE TONO ANAMATA MŌ TE RĀRANGI TAKE | FUTURE AGENDA REQUESTS

The Mayor requested Waitangi Day discussions be added to a future agenda. The Chair noted that it is currently captured in Ngā Take Tārewa and requested this be updated.

The Chair thanked members for a constructive hui and positive response to the speakers during Item 3, and he looked forward to the actions from this hui and progressing the relationship with Council, Elected Members, and staff.

Te Whakaminenga o Kāpiti was closed by the Chair with karakia at 12.35pm.

.....
HEAMANA | CHAIRPERSON

6 PŪRONGO | REPORTS

6.1 KĀPITI HOUSING STEERING GROUP TERMS OF REFERENCE

Kaituhi | Author: **Jennifer Allan, Strategic Advisor**

Kaiwhakamana | Authoriser: **Kris Pervan, Group Manager Strategy & Growth**

TE PŪTAKE | PURPOSE

- 1 This paper seeks approval of the Terms of Reference for the Kāpiti Housing Steering Group (the Steering Group) following final review and agreement of the draft Terms of Reference by the Steering Group members.

HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

- 2 Not needed in this report.

TE TUKU HAEPAPA | DELEGATION

- 3 Under section A.1 of the 2022-2025 Triennium Governance Structure and Delegations, Council's governance functions are guided by a partnership between elected members and tāngata whenua of the Kāpiti Coast District, namely, the iwi and hāpu of Te Āti Awa ki Whakarongotai Charitable Trust, Ngā Hapū o Ōtaki (Ngāti Raukawa) and Ngāti Toa Rangatira (together forming the A.R.T Confederation). Under section A.2, Council has authority to consider this matter.

TAUNAKITANGA | RECOMMENDATIONS

- A. That Te Whakaminenga o Kāpiti approves the Terms of Reference for the Kāpiti Housing Steering Group.

TŪĀPAPA | BACKGROUND

- 4 There are ongoing and significant housing access and affordability issues in our district. These issues are creating stress right across the housing continuum and for some, the lack of secure housing is having a domino effect, negatively affecting many or all aspects of a person's life.
- 5 In response to these issues, Council has had ongoing conversations with iwi and the community to build understanding of the issues in Kāpiti, and to understand how best to encourage greater investment in housing in our district that better targets what is most needed.
- 6 Council conducted an in-depth Housing Needs Assessment to help illustrate the extent of the housing stress in Kāpiti, providing evidence-based results to work from and to support conversations with Government and other key stakeholders. This helped inform the development of the Kāpiti Coast District *Housing Strategy (2022)* to outline the Council's current thinking about housing in the Kāpiti region, and set out an action plan of what we'll do in the short, medium and long term.
- 7 In addition to the Needs Assessment and Housing Strategy, a number of organisations worked together to prepare, contribute to and engage on a suite of housing and urban development reports that identify opportunities and challenges in planning for growth and addressing housing needs in Kāpiti. The reports all call attention to working together to address specific needs for Māori and adopting a te ao Māori approach to solving housing and social needs across the Kapiti district.
- 8 The group (which later formed the Steering Group) was brought together initially to see if there was interest in a joined-up approach and to also understand who needed to be around

the table. The terms of reference were considered to be important to ensure it was clear what the purpose of the group is, who is a member, and what the group can and can't do.

HE KŌRERORERO | DISCUSSION

- 9 As outlined in the attached Terms of Reference, the Kāpiti Housing Steering Group has been initiated to:
 - 9.1 Enable mana whenua to inform, lead and coordinate with Council and Crown agencies in the delivery of housing solutions in Kapiti;
 - 9.2 Build strong relationships with Council and Crown agencies leveraging off each agency's respective pukenga and resources;
 - 9.3 Provide a collaborative, strategic approach to the delivery of housing in Kapiti
- 10 It is proposed that *MAIHI Ka Ora* will be used as a guiding framework for the way this group operates and identifies needs of Māori in Kapiti along with the Kāpiti Coast District Council Housing Strategies Māori Housing Outcomes.
- 11 The scope of the Steering Group's activities is to:
 - 11.1 Work together to achieve the objectives of the group with a focus on accelerated pathways for housing for Māori in Kapiti.
 - 11.2 Operate with the guidance of the *MAIHI Ka Ora* framework and the Māori Housing Objective in the Kapiti Coast District Council Housing Strategy.
 - 11.3 Act in accordance with tikanga Māori principles.
- 12 Ngā Hapū o Ōtaki has offered to provide a suggestion for a suitable te reo name for the Steering Group. If this is ready in time for Te Whakaminenga o Kāpiti's meeting of 20 June, this will be added to the agenda for approval along with the Terms of Reference.
- 13 The draft Terms of Reference for the Steering Group are presented for approval. They were developed collaboratively by the Steering Group, reviewed at meetings of the Group throughout 2022 and revised to develop the final draft.
- 14 The Terms of Reference have been referred to Te Whakaminenga o Kāpiti for consideration.

He take | Issues

- 15 Some of the issues that were occurring prior to the establishment of the Steering Group included:
 - 15.1 A lack of progress on projects identified through the process;
 - 15.2 Inability for members to deliver housing in new or innovative ways;
 - 15.3 A lack of coordination between Steering Group parties in supporting iwi-led housing initiatives.
- 16 In addition to establishing the Steering Group for a coordinated, collaborative and strategic approach to the delivery of housing, further mitigation is planned through:
 - 16.1 Having ART appoint a Chair for the Group to ensure the Group remains on track; and
 - 16.2 Proposed six-monthly updates to Te Whakaminenga o Kāpiti to enable monitoring and discussion about progress of the group.

Ngā kōwhiringa | Options

- 17 All the members of the Steering Group have had the opportunity to review the Terms of Reference and provide feedback and the final draft was approved at the Steering Group meeting of 26 May 2023.
- 18 The members of Te Whakaminenga o Kāpiti may choose to give their formal approval to the Terms of Reference at the meeting on 20 June 2023.

- 19 If any concerns are raised about the draft Terms of Reference that are unable to be resolved during the meeting, the draft Terms of Reference may be referred back to the Steering Group to resolve prior to re-seeking approval.

Table 1: Approving the Terms of Reference

Kōwhiringa Options	Hua Benefits	Tūraru Risks
Option A (recommended) <ul style="list-style-type: none"> Approve the Terms of Reference today. 	Endorses and provides formal guidance for the Steering Group's work to address specific needs for Māori and adopting a te ao Māori approach to solving housing and social needs across the Kāpiti district.	There are no risks identified with this option.
Option B <ul style="list-style-type: none"> Defer approval of the Terms of Reference. 	Gives further opportunity for consideration of the draft Terms of Reference if any significant concerns are raised.	The Steering Group's next meeting is set for August 2023. Members of the Steering Group might get disenfranchised if terms of reference cannot be agreed.

Mana whenua

- 20 Council's Long-term Plan 2021-41 commits to an enduring relationship between mana whenua and Kaunihera (Council) at the heart of our activities for the community and the wider relationships that surround us.
- 21 The Housing Needs Assessment showed a disproportionate impact of housing issues for Māori in the Kāpiti District, therefore it is important that solutions are led and informed by mana whenua.
- 22 Establishment of the Steering Group addresses a request from mana whenua for a joined-up approach from local, regional and central government as the current processes are difficult to understand, time consuming and not coordinated.
- 23 Introducing the Steering Group will ensure an iwi-led approach to addressing specific needs for Māori and adopting a te ao Māori approach to solving housing and social needs across the Kāpiti district. This will bring to life Council's partnership with local iwi and hapū on the Kāpiti Coast District represented by Te Rūnanga O Toa Rangātira, Ngā Hapū o Ōtaki and Āti Awa ki Whakarongotai Charitable Trust.

Panonitanga āhuarangi | Climate change

- 24 Steering Group meetings will include discussion of mitigation and adaptation to climate change. The Group has accepted the challenge to ensure this is part of the way that the Group operates moving forward.
- 25 The Steering Group's vision (included in the Terms of Reference) includes three Pou that set and guide the Group's activity. One of these is 'Taiao - Consider climate change, zero carbon objectives and sustainable development'.
- 26 The objectives of the Steering Group include accountability to ensure growth is focused away from natural hazards and areas at particular risk from climate change impacts.

Ahumoni me ngā rawa | Financial and resourcing

- 27 Council's contribution is through support and participation, and it has been providing the Chair and Secretariat roles in an interim capacity.

- 28 The Terms of Reference include the following expectations for how members will support the iwi-led forum:
- 28.1 Operating costs (meeting expenses, venues etc) are to be met by the Wellington Regional Leadership Committee (WRLC) separate to the iwi funding.
 - 28.2 Meeting fees: Costs for group members to participate are expected to be covered by their respective organisations. Meeting fees for ART members is to be funded by the Crown Agencies (separate to the funding provided through WRLC). Each Iwi should be reimbursed for time in attendance at hui and hui preparation i.e., 2 Persons x3 hours x\$200 = \$1,200 per Iwi, per meeting.
 - 28.3 Secretarial support: Secretariat support to be nominated by ART. To date, Kapiti Coast District Council have provided this support. Going forward, it will be important to ensure that the Secretariat has the appropriate skills and capacity necessary for the role. Secretariat support to be funded by Crown Agencies external of the funding provided through WRLC.

Tūraru ā-Ture me te Whakahaere | Legal and Organisational Risk

- 29 There are no known legal or organisation risks from approving the Terms of Reference.

Ngā pānga ki ngā kaupapa here | Policy impact

- 30 There is alignment and linkages between the work of the Steering Group and delivery of actions under the Kāpiti Coast District Council's *Housing Strategy 2022* and A.R.T iwi housing strategies.

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT

- 31 Engagement of all participating members of the Steering Group was sought in relation to developing the draft Terms of Reference, and their feedback was incorporated in revisions.
- 32 There are no direct communications or engagement activities planned in relation to approving the Terms of Reference for the Steering Group.
- 33 Where initiatives of the Steering Group require communications and engagement activity, this will be planned and managed directly by the relevant agencies.

Te mahere tūhono | Engagement planning

Whakatairanga | Publicity

NGĀ ĀPITI HANGA | ATTACHMENTS

- 1. Māori Housing Actions from Housing Strategy 2022 [↓](#)
- 2. 230607 Steering Group - DRAFT ToR V7 [↓](#)

Extract from Kāpiti Coast District Council *Housing Strategy* May 2022, p. 29:

7	Māori Housing	<p><i>Responses to iwi issues are to be evolved through ongoing engagement with iwi.</i></p> <ul style="list-style-type: none">A. Include revised papakāinga provisions into the District Plan, developed in partnership with iwi. Deliver on existing LTP capital projects – for new and upgraded infrastructure in key growth areas.B. Review mechanisms for protection of 'wāhi'.C. Support iwi to protect sites of cultural importance.D. Work with iwi to help facilitate more housing on whenua near marae.E. Assistance with development of papakāinga and infrastructure that connects to papakāinga.F. Develop guidance/toolkit for papakāinga development to help Māori navigate through Council processes.G. Support iwi to take on management of social and community housing.H. Support establishment of place-based steering group jointly with iwi and government agencies to achieve Māori housing aspirations and monitor progress.I. Identify the environmental and social impacts of the proposed MDRS and work together to achieve the best outcome.
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The full strategy can be found at: <https://www.kapiticoast.govt.nz/your-council/projects/housing/our-role-in-housing>

DRAFT - KĀPITI HOUSING STEERING GROUP TERMS OF REFERENCE

Introduction

The Parties have prepared, contributed and engaged on a suite of housing and urban development reports that identify opportunities and challenges in Kāpiti in planning for growth and addressing housing needs. The reports call attention to working together to address specific needs for Māori and adopting a te ao Māori approach to solving housing and social needs across the Kāpiti district.

The following reports shall inform the Parties in agreeing on objectives to accelerate the activity with a focus on delivery of housing:

- Kāpiti Coast District Council Housing Strategy May 2022,
- Not just a house, a life – Understanding Real Housing Need in the Kāpiti Coast (Urban Advisory),
- Research Report: Housing Demand and Need in Kāpiti District, (Livingston and Associates and Community Housing Aotearoa),
- Wellington Regional Growth Framework,
- the Wellington Regional Leadership Committee Regional Housing Action Plan,
- A.R.T iwi housing strategies,
- Maihi Ka Ora – National Māori Housing Strategy, and
- Government Policy Statement on Housing and Urban Development.

Purpose

To establish a Kāpiti Housing Steering Group (Steering Group) to

- Enable mana whenua to inform, lead and coordinate with Council and Crown agencies in the delivery of housing solutions in Kāpiti;
- Build strong relationships with Council and Crown agencies, leveraging off each agency's respective pukenga and resources;
- Provide a collaborative, strategic approach to the delivery of housing in Kāpiti

MAIHI Ka Ora will be used as a guiding framework for the way this group operates and identifies needs of Māori in Kāpiti along with the Māori Housing Outcomes in Kāpiti Coast District Council's Housing Strategy.

Te Maihi o te Whare Māori - Māori and Iwi Housing Innovation

MAIHI creates a framework and strategy to change the housing system so it delivers better solutions for Māori.

MAIHI Ka Ora – the National Māori Housing Strategy

Elevates the Māori and Iwi Housing Innovation (MAIHI) Framework for Action, providing a strategic direction that puts Māori at the heart of Aotearoa New Zealand's housing system.

MAIHI Ka Ora identifies six priorities to address the needs of Māori:

- Māori/Crown partnerships, Māori-led local solutions

- Māori housing supply
- Māori housing support
- Māori housing system and;
- Māori housing sustainability.

Kāpiti Coast District Council Housing Strategy

The Kāpiti Coast District Council Housing Strategy holds a specific objective for Māori Housing:

Whai Kāinga Whai Oranga: Iwi solutions for whānau and hapū to live and prosper.

- ‘Marae is the principal home’: Whānau are living in close proximity to the marae.
- Māori are able to nurture the taiao and maintain connections to the wide range of ‘wāhi’ to ensure the broader kāinga is healthy and housing occurs in appropriate places.
- All whānau are living in safe, warm, appropriate and healthy homes.
- Kāinga have suitable mara, open spaces, parks, access to rongoā and kai and the ability to easily connect with and access traditional ‘wāhi’
- The housing aspirations of iwi are realised, and there is effective partnership between all agents delivering housing solutions for Māori, in line with the Maihi Ka Ora strategy. This includes:
 - Māori housing solutions being led by Māori and delivered locally
 - housing equity - the gap between Māori and non-Māori home ownership is closed
 - availability of homes with secure tenure across the housing continuum
 - Māori being able to progress across the continuum and realise their housing aspirations including papakāinga.
- A social procurement approach is embedded in housing-related contracting to develop the skills, training and employment opportunities for Māori.
- Overall, access to housing is a mana-enhancing process (iwi-led CHP) and housing and papakāinga options enable and foster connections to te ao Māori (marae, kōhanga, kura, wānanga, Māori economic opportunities, hapū activities)

Vision

Enable hapū and whānau in Kāpiti to realise their dreams and aspirations to live in a thriving and vibrant community of people; who actively contribute to sustaining our lands, our environment and our reo for future generations, according to tikanga Māori.

The Steering Group have three Pou that set and guide the Group’s activity, aligned with the MAIHI approach:

Tangata

- Capture a te ao Māori view.
- Promote projects that empower, uplift, and provide for the community catalysing wellbeing outcomes around health, education and employment.

Taiao

- Consider climate change, zero carbon objectives and sustainable development.
- Protection of the environmental and ecology through good planning, design and delivery of projects.

Whenua

- Recognise the role of Māori as kaitiaki for the whenua and awa.

- Recognise the cultural history of the land.

Objectives

The Objectives help define project goals, identify opportunities for alignment and coordination when delivering activities, guide elements of the decision-making process, and ensure accountability:

1. the provision of a wider range of housing, including papakāinga, enabling more people to live and work closer to their ancestral whenua
2. improving the provision of social and public housing (including emergency and transitional housing) improving access to amenities, services and facilities that benefits the wellbeing of all Kāpiti residents
3. enable accelerated pathways to resources for Māori to support delivery of housing outcomes
4. care to avoid growth that displaces whānau and puts pressure on the environment
5. growth is focused away from natural hazards and areas at particular risk from climate change impacts
6. encourage development that enhances the natural and built environment through improving riparian margins, revitalising lost wetlands and enabling better access to waterways, and
7. encourage quality urban design, quality housing using quality materials..
8. delivering affordable housing outcomes across a range of tenure and typologies
9. provide improved transparency and coordination of funding opportunities to enable better housing delivery.

Scope

The Steering Group will:

- Work together to achieve the objectives of the group with a focus on accelerated pathways for housing for Māori in Kāpiti.
- Operate with the guidance of the MAIHI Ka Ora framework and the Māori Housing Objective in the Kāpiti Coast District Council Housing Strategy.
- Act in accordance with tikanga Māori principles

Kaupapa and tikanga

To help achieve the vision and objectives and maintain the relationships of all parties involved, the Group acknowledges and seeks to express the following set of kaupapa (values):

Kotahitanga, Manaakitanga, Rangatiratanga:

- Unity of purpose and working together to find mana-enhancing housing solutions.
- recognising the distinctive role and potential contribution of each party, upholding the mana of all.

Kaitiakitanga, whakapapa, wairuatanga:

- Respecting our intimate relationship to our environment by encouraging homes and communities to live with the land not on it; principles that nurture and protect the environment and the people through healthy kāinga occurring in the appropriate places and doing no harm.

These kaupapa are a reference point for tikanga and behaviour, they help guide decision-making and can be a source of inspiration and innovation.

Procedures

Guided by kotahitanga, manaakitanga and rangatiratanga the Steering Group will set and regulate its own procedures.

The Steering Group will aim to make unanimous resolutions, directions, and decisions. Decisions of the Steering Group will be by agreement.

Where agreement is not reached, and the parties wish to seek a consensus view then the ART members of the group or the Wellington Regional Leadership Committee shall provide a forum in which to discuss and seek mediation of an issue. The mediation shall inform the parties but does not bind them.

If the parties continue to have differing views and consensus is not reached the parties will respect the Steering Group and maintain the Group's confidence and confidentiality of any discussion, review, or activity.

The Parties will operate a "no surprises" policy and will ensure group members are informed prior to any announcement of media releases etc. Members can escalate any significant issues or disputes to the Steering Group.

Out of scope

The following areas are important as they contribute towards housing development outcomes, however, are outside the scope of the Steering Group's role as they will be addressed through different forums or work programmes:

- Public communications on the proposed projects noting that will reside with project leads
- Direct funding of projects (noting that funding can be applied for through established funds and their associated processes)
- Community and township vision work
- Transport and roading, education, and health service provision
- Provision of supporting infrastructure, e.g. three waters.

Membership

The Steering Group shall comprise senior members within their respective organisations who have the ability to confirm and approve decisions, or can escalate them within their organisation to enable planning and activity to proceed in a timely manner.

- Two representatives from Te Ātiawa ki Whakarongotai
- Two representatives from Ngā Hapū o Ōtāki (Ngāti Raukawa ki Te Tonga)
- Two representatives from Ngāti Toa Rangatira
- Two representatives from Kāpiti Coast District Council
- Two representatives from Ministry of Housing and Urban Development
- One representative from Te Puni Kōkiri
- Three representatives from Kāinga Ora Homes and Communities

- One representative from the Wellington Regional Leadership Committee Secretariat
- Independent chair from one of the member organisations
- Secretariat role
- Sector specialists to be seconded to the Board as required.

Responsibilities

The parties shall ensure they have appropriate representation at the Steering Group who can:

- provide thought leadership in identifying solutions or pathways to resolving complex housing and community development needs
- provide advice on how their organisation can support the Group's Objectives
- support the development of a programme of activity in the delivery of the Group's agreed Objectives
- make resources available from their organisation to complete agreed activities, and where constraints or limitations are identified, share these with the Group to ensure expectations are managed and allow the parties to seek other solutions in a partnering manner
- review and refresh the Objectives and a programme to ensure the parties work to the realisation of the Vision.

The Group's members will provide a tāria te wā te kaitiakitanga (strategic holistic view) of the operation of the Group's activity and will promote and manage through their organisation, third parties and externally contracted agencies, the Vision and Objectives of the Group.

The parties will bring supporting subject matter experts, where required, to provide support to the Group's activities.

The Steering Group will have an annual review in which the roles and responsibilities will be refreshed alongside a review of whether the group is still needed.

Support of members

The Steering Group will be supported by staff from Kāpiti Coast District Council, Kāinga Ora, and Ministry of Housing and Urban Development and members will be able to seek independent advice and direction on any matter within the scope of its Terms of Reference from their respective members.

The Steering Group will be expected to coordinate with the Wellington Regional Leadership Committee to engage with the public and stakeholders as required.

Meetings

- The Steering Group shall meet bi-monthly (or by exception as required).
- Chairing meetings – Chairperson to be selected by ART.
- Operating costs (meeting expenses, venues etc) are to be met by WRLC separate to the iwi funding.
- Meeting fees: Costs for group members to participate are expected to be covered by their respective organisations. Meeting fees for ART members is to be funded by the Crown Agencies (separate to the funding provided through WRLC). Each Iwi should be reimbursed

for time in attendance at hui and hui preparation i.e. 2 Persons x3 hours x\$200 = \$1,200 per iwi, per meeting.

- Secretariat support: Secretariat support to be nominated by ART. Secretariat should have the appropriate skills and capacity necessary for the role. Secretariat support to be funded by Crown Agencies external of the funding provided through WRLC.
- Meeting frequency – bimonthly initially and this will be reviewed by the group after six months.

Monitoring and Reporting

The Steering Group shall report back to the Wellington Regional Leadership Committee as the partnership forum that supports the parties' strategic planning and activity across the Wellington Region and their respective organisations as required.

Reports will show progress towards achievement of the objectives of the group including:

- identify housing and urban development projects and opportunities
- mitigate, resolve or escalate resourcing constraints in the delivery of objectives and projects
- align and augment activity to support the parties individual and collective Business Cases, and
- demonstrate how the Steering Group has engaged the community and stakeholders.

Parties:

- Te Ātiawa ki Whakarongotai
- Ngā Hapū o Ōtaki (Ngāti Raukawa ki Te Tonga)
- Ngāti Toa Rangatira
- Kāpiti Coast District Council
- Ministry of Housing and Urban Development
- Te Puni Kōkiri
- Kāinga Ora Homes and Communities
- Wellington Regional Leadership Committee Secretariat.

6.2 2022-2023 MĀORI ECONOMIC DEVELOPMENT FUND

Kaituhi | Author: **Deanna Rudd, Programme Advisor, Iwi Partnerships**

Kaiwhakamana | Authoriser: **Janice McDougall, Group Manager People and Partnerships**

TE PŪTAKE | PURPOSE

- 1 This update provides Te Whakaminenga o Kapiti with details around the 2022-23 Māori Economic Development Fund, including:
 - a) the appointment of the 2022-25 Māori Economic Development Panel, [the panel] by the Mayor and Te Whakaminenga o Kapiti Chair to be confirmed respectively at the June Te Whakaminenga o Kapiti Meeting; and
 - b) details around the progress of the 2022-23 funding round.

TAUNAKITANGA | RECOMMENDATIONS

- A. That Te Whakaminenga o Kapiti retrospectively confirm the following members to the Māori Economic Development Grants Panel for the 21022-25 triennium:

Te Whakaminenga o Kapiti representation:	Kim Tahiwī	Ngā Hapū o Ōtaki
	Russell Spratt	Ātiawa ki Whakarongotai

Elected Member	Councillor Martin Halliday
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Expert in Economic Development	John Barrett.
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- B. That Te Whakaminenga o Kapiti retrospectively confirm Huriwai Paki as the Ngāti Toa Representative to the Māori Economic Development Grants Panel for the 2023 funding round and agree to appoint a Ngāti Toa Rangatira panel representative for the remainder of the triennium at a later date.
- C. That Te Whakaminenga o Kāpiti note the request from John Barrett to be referred to as 'Experienced in Economic Development.' Rather than as an Expert in Economic Development.

TŪĀPAPA | BACKGROUND

- 2 On 28 March 2023 Te Whakaminenga o Kapiti agreed to:
 - 2.1 delegate the task of appointing the Panel to the Mayor and Te Whakaminenga o Kāpiti Chair, to be confirmed in retrospect by Te Whakaminenga o Kapiti at the June 2023 hui; and
 - 2.2 endorse an amount of \$68,000 being made available for a contestable grant process with authority being delegated to the Māori Economic Development Grants Panel to enable them to make decisions as to the distribution of the fund.

HE KŌRERORERO | DISCUSSION

- 3 The following people have been nominated as members to the Māori Economic Development Grants Panel for the 2022-25 triennium for confirming by Te Whakaminenga o Kāpiti.

Te Whakaminenga o Kapiti representation:	Kim Tahiwī	Ngā Hapū o Ōtaki
	Russell Spratt	Ātiawa ki Whakarongotai
Elected Member	Councillor Martin Halliday	
Expert in Economic Development	John Barrett	

- 4 Ngāti Toa Rangatira are still seeking expressions of interest for a Ngāti Toa Rangatira representative for the panel, so have endorsed Huriwai Paki as their nominated representative for the 2022-23 fund round only.
- 5 John Barrett has requested to the Māori Economic Development Grant Panel his preference to be referred to as 'Experienced in Economic Development'.
- 6 Eight applications were made to the Māori Economic Development Fund by the 21 April 2023 closing date.
- 7 Five applications have been shortlisted for final deliberations by the Panel on Monday 19 June 2023 to select 2023 Māori Economic Development Fund recipients. The successful recipients will be announced before 30 June 2023.

NGĀ ĀPITI HANGA | ATTACHMENTS

Nil

7 NGĀ TAKE TĀREWA | MATTERS UNDER ACTION

7.1 NGĀ TAKE TĀREWA | MATTERS UNDER ACTION

Kaituhi | Author: Anna Smith, Senior Democracy Services Advisor

Kaiwhakamana | Authoriser: Janice McDougall, Group Manager People and Partnerships

TE PŪTAKE | PURPOSE

- 1 The updated matters under action as attached as Appendix 1, for Te Whakaminenga o Kāpiti's review.

TAUNAKITANGA | RECOMMENDATIONS.

- A. That Te Whakaminenga o Kāpiti note Matters Under Action as attached.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Ngā Take Tārewa 20 Piripi 2023 [↓](#)

TE WHAKAMINENGA O KĀPITI

Rātū, Pipiri 2023

#	Item	Action	Person Responsible	Notes/Update(s)	Time frame	Closed
3	Review of the Memorandum of Partnership	Staff will provide a report back which will include a timeline of the review, and will engage with each mana whenua iwi as part of the consultation process.	Council Officers	Discussions around the issues involved and setting the timeframes for this review in a productive way have been had and will need to continue.		
4	Nomination of mana whenua representatives	Members agreed the ART confederation would discuss this matter and nominate representatives for the Risk and Assurance and Grants Allocations Committees.	Members	<p>A nomination for Risk and Assurance has been made at the last meeting.</p> <p>Only Ngā Hapū o Ōtaki have thus far nominated a representative for the Grants Allocation Committee – Creative Communities.</p> <p>The remaining open vacancies on the Grants Allocations Committee are:</p> <ul style="list-style-type: none"> One mana whenua representative to be appointed to the Community Grants scheme One mana whenua representative from Ātiawa ki Whakarongotai and Ngāti Toa Rangatira each to the Creative Communities scheme 		
5	Establishment of a Māori Ward	Members agreed that the ART confederation would discuss this matter.	Members	<p>Mana whenua to provide a steer to council officer's by 26 May 2023 on:</p> <ul style="list-style-type: none"> What the preliminary view of mana whenua is on whether a Māori Ward should be established; What appropriate engagement with tangata whenua and other communities looks like; Any other considerations to be taken into account in terms of engagement planning. <p>The mayor is awaiting a formal email from the chair.</p>	12 June 2023	

7	Maramataka	Members would consult on whether to use the Rongoā theme again this year or if other options should be considered.	Members	<p>Members to advise direction of 2023/24 Maramataka , noting:</p> <ul style="list-style-type: none"> • Council Officers have been in discussion with the ART Rongoā Collective for some time, working towards an agreement for the ART Rongoā Collective to develop the Maramataka. • ART Rongoā Collective are proposing a new model. • A formal email from the ART Rongoā Collective has been received by TWoK Chair, Mayor and CE and requiring a response by 12 May 2023. • Matariki is to be celebrated on Friday 14 July 2023. This is a public holiday. • Council Officers are proposing a 17 July 2023 Maramataka launch subject to a Maramataka being produced and available. 	ASAP to enable a 2023/24 Maramataka to be developed, designed, printed and launched to coincide with Matariki	
8	Heritage Funding	Taumanuka and Rangiora	Chair and Group Manager			
9	Matariki	Te Whakamainenga o Kapiti have indicated they would like a TWoK event to celebrate Matariki	Chair and Group Manager		14 July 2023 or thereabouts	
10	Waitangi Day 30 Years of Partnership	Te Whakaminenga o Kāpiti has asked this item be added to a future agenda for discussion.	Chair and Group Manager			
11	Budge Family Property	Karl Farrell spoke to Te Whakaminenga o Kāpiti about his grandmother's land in Paekākāriki. Te Whakaminenga o Kāpiti will organise a site visit and the Chair will write to the Chair of GWRC in support of Mr Farrell.	Members			
12	Tanata Whenua	Consideration be given to putting	Council			

	Considerations section in reports	In place a process to ensure that all mana whenua partners have input to this section ahead of a report being finalised where appropriate.				
13	Te Whakaminenga o Kāpiti Secretariat	Consideration be given to assess the most appropriate secretariat set up for Te Whakaminenga o Kāpiti.	Council Officers			
14	Reserve Management Plan Work Programme	Workshop to be organised with mana whenua representatives in relation to the Reserve Management Plan work programme	Council Officers			
15	Ōtaki Youth Space Report	At the Council meeting on 25 May 2023, Council received a report about the Ōtaki Youth Space. After discussions, Council resolved that Ātiawa ki Whakarongotai, Ngā Hapū o Ōtaki and Ngāti Toa Rangatira will caucus to consider this paper and the full recommendations.	Members			
16	Input on Tangata Whenua Section in Papers	At the Council meeting on 25 May 2023, it was discussed that our mana whenua partners would like to all be able to add their support and input for the tangata whenua considerations section in reports.	Council Officers			
Closed Actions						
1	Confirmation of Chair	Members agreed the ART confederation would discuss the position of the Chair further and deferred an appointment to the next meeting.	Members	At the meeting held on 28 March 2023, Te Whakaminenga o Kāpiti confirmed its Chair for the triennium.	28 March 2023	28 March 2023

2	Appointment letters for Mana Whenua Representatives	Request to review of the appointment letters to ensure references to speaking and voting rights are correct. Members to return the admin and declarations of interest documents to the Democracy Services team.	Democracy Services Members	Letters have been reviewed and will be re-issued after the meeting with corrected wording. Confirmation of Membership sought at the meeting to ensure no mistakes are made.	28 March 2023	28 March 2023
6	Mana Whenua Representative for Public Arts Panel	Members agreed the ART confederation would discuss this matter and nominate a representative.	Members	A nomination by the A.R.T Confederation has been made.	9 May 2023	9 May 2023

- 8 HE KŌRERO HOU MŌ NGĀ IWI | IWI UPDATES
- 9 NGĀ WHAKATAUNGA TIRITI - HE TIROHANGA WHĀNUI NŌ IA IWI | TREATY SETTLEMENTS – OVERVIEW FROM EACH IWI

10 HE KŌRERO HOU MŌ TE KAUNIHERA | COUNCIL UPDATE**10.1 AGE FRIENDLY APPROACH****Kaituhi | Author: Claire Rewi, Acting Senior Programme Advisor****Kaiwhakamana | Authoriser: Janice McDougall, Group Manager People and Partnerships****TE PŪTAKE | PURPOSE**

This presentation will provide an overview of the draft Age Friendly Approach for Kāpiti, including values, vision and outcomes for achieving an Age Friendly district. Achieving the following outcomes will mean an age friendly Kāpiti and our older people will be flourishing:

- Older people feel connected and valued as an integral part of our district.
- Older people can get around and have access to what they need.
- Older people participate in their communities in ways that work for them.

10.2 MĀORI ECONOMIC DEVELOPMENT GRANTS 2022/23 RECIPIENTS

Kaituhi | Author: **Deanna Rudd, Programme Advisor, Iwi Partnerships**

Kaiwhakamana | Authoriser: **Janice McDougall, Group Manager People and Partnerships**

An update on which organisations have received Māori Economic Development Grants.

10.3 UPDATE ON THE WAINUIWHENUA PROJECT

Kaituhi | Author: Hamish McGillivray, Manager Research & Policy

Kaiwhakamana | Authoriser: Kris Pervan, Group Manager Strategy & Growth

TE PŪTAKE | PURPOSE

An update on the background and next steps of the Wainuiwhenua project, which is a community led initiative to secure surplus land from the Transmission Gully project for a range of public uses that will support mana whenua, community, district, and regional outcomes.

10.4 MARAMATAKA 2023-24

Kaituhi | Author: **Deanna Rudd, Programme Advisor, Iwi Partnerships**

Kaiwhakamana | Authoriser: **Janice McDougall, Group Manager People and Partnerships**

1. This update is to advise Te Whakaminenga o Kāpiti of the planned schedule for the development of the 2023-24 Maramataka is as follows:
 - print ready files to be sent in PDF format to Te Whakaminenga o Kāpiti Chair via the Iwi Partnerships Senior Programme Advisor by **Friday, 30th June for review and approval.**
 - Final Print Ready design signed off for Printer by **Friday, 7th July**
 - Maramataka delivered to Council by close of day **Wednesday, 19th July**
2. The launch of the Maramataka is to occur on Friday 21 July 2023 at the Kotare Room, Te Ramaroa, Paekākāriki, commencing at 10.30am. Formal invitations will be sent out ahead of time.

- 11 TE WHAKAWHITI KŌRERO | CORRESPONDENCE
- 12 HE TONO ANAMATA MŌ TE RĀRANGI TAKE | FUTURE AGENDA REQUESTS
- 13 TE WHAKAŪNGA O NGĀ ĀMIKI KĀORE E WĀTEA KI TE MAREA |
CONFIRMATION OF PUBLIC EXCLUDED MINUTES

Nil