

# 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 Tuesday, 31 October 2023

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

**Date:** Tuesday, 31 October 2023

**Time:** 9.30am

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

Hara Adams  
Group Manager Iwi 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 31 October 2023, 9.30am.**

**Te Whakaminenga o Kāpiti Members**

Mr André Baker	Chair
Ms Kirsten Hapeta	Member
Ms Denise Hapeta	Member
Ms Janine Huxford	Member
Ms Kim Tahiwī	Member
Mr Huriwai Paki	Member
Mayor Janet Holborow	Member
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:** Jessica Mackman, Senior Advisor, Democracy Services

**Authoriser:** Hara Adams, Group Manager Iwi Partnerships

**TAUNAKITANGA | RECOMMENDATIONS**

That the minutes of the meeting of Te Whakaminenga o Kāpiti of 12 Mahuru 2023 (12 September 2023) be accepted as a true and correct record.

**NGĀ ĀPITIHANGA | ATTACHMENTS**

1. Minutes of Te Whakaminenga o Kāpiti Meeting 12 September 2023 [↓](#)

## TE WHAKAMINENGA O KĀPITI MINUTES

12 SEPTEMBER 2023

**MINUTES OF KĀPITI COAST DISTRICT COUNCIL  
TE WHAKAMINENGA O KĀPITI  
HELD AT THE COUNCIL CHAMBER, GROUND FLOOR, 175 RIMU ROAD, PARAPARAUMU  
ON TUESDAY, 12 SEPTEMBER 2023 AT 9.38AM**

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

**IN ATTENDANCE:** Te Rakauoteora Te Maipi (Koro Don Te Maipi), Mr Darren Edwards, Ms Hara Adams, Ms Kris Pervan, Ms Steffi Haefeli, Mr Evan Dubisky, Ms Jessica Mackman, Mr Watene Kaihau, Mr Ron Minnema, Mr Vijay Soma

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

**LEAVE OF ABSENCE:** There were none.

## 1 KARAKIA

The Chair, André Baker opened the hui and invited Te Rakauoteora Te Maipi to lead karakia.

The Chair acknowledged Mr Te Maipi and mana whenua representatives, elected members and council officers in attendance.

## 2 WHAKAPĀHA | APOLOGIES

The Chair, André Baker, noted that apologies had been received from Kirsten Hapeta and Deanna Rudd, Iwi Partnerships Manager.

### APOLOGY

#### COMMITTEE RESOLUTION TWOK2023/21

Moved: Mr Huriwai Paki  
Seconder: Ms Denise Hapeta

That the apologies received from Kirsten Hapeta (Ngā Hapū o Ōtaki) and Deanna Rudd be accepted.

#### CARRIED

## 3 HE WĀ KŌRERO KI TE MAREA | PUBLIC SPEAKING TIME

There were no members of the public registered to speak.

## 4 HE TĀPIRITANGA KI TE RĀRANGI TAKE | ADDITIONAL AGENDA ITEMS

There were no additional agenda items notified to the Chair.

## TE WHAKAMINENGA O KĀPITI MINUTES

12 SEPTEMBER 2023

## 5 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES

## 5.1 CONFIRMATION OF MINUTES

**COMMITTEE RESOLUTION TWOK2023/22**

Moved: Mr André Baker

Seconder: Mr Huriwai Paki

That the minutes of the Te Whakaminenga o Kāpiti meeting of 1 Hereturikōkā 2023 (1 August 2023) be accepted as a true and correct record.

**CARRIED**

## 6 PŪRONGO | REPORTS

There were no reports on the agenda.

## 7 NGĀ TAKE E MAHIA ANA | MATTERS UNDER ACTION

## 7.1 NGĀ TAKE TĀREWA

The Chair, André Baker invited Hara Adams, Group Manager Iwi Partnerships to speak to the Ngā Take Tārewa. Members discussed items 3 to 18 and updates were provided by Ms Adams and Kris Pervan, Group Manager Strategy and Growth.

On the matter of item 16, the Chair acknowledged the respectful dialogue and members noted that by endorsing the installation of a Tino Rangatiratanga flag in Council Chambers, Council and mana whenua reinforce their commitment to their partnership.

The Chair, André Baker further noted that the inclusion of the Tino Rangatiratanga haki in Chambers supports efforts to restore the significance of the voice of our taiohi and our rangatahi in a welcoming and culturally appropriate space and ensures ongoing engagement by taiohi and rangatahi in local democracy by signalling that their voice had been heard and their ideas implemented.

Huriwai Paki left the hui at 10.58am and returned at 11.00am.

The Mayor confirmed that the endorsement of the flag by Te Whakaminenga o Kāpiti would be communicated to Elected Members at the earliest opportunity.

**COMMITTEE RESOLUTION TWOK2023/23**

Moved: Mr André Baker

Seconder: Ms Denise Hapeta

That Te Whakaminenga o Kāpiti support the installation of a Tino Rangatiratanga flag in Council Chambers in direct response to the tono from a group of taiohi and rangatahi during Council's Public Forum in March 2023.

**CARRIED**

At item 19 on Ngā Take Tārewa, with the consensus of members, the Chair invited Ron Minnema, Transport Safety Lead, to speak to agenda item 10.1 Speed Management Plan – Update.



## TE WHAKAMINENGA O KĀPITI MINUTES

12 SEPTEMBER 2023

**8 HE KŌRERO HOU MŌ TE KAUNIHERA | COUNCIL UPDATE****10.1 SPEED MANAGEMENT PLAN - UPDATE**

This item was moved forward from a later point in the agenda.

Ron Minnema, Transport Safety Lead spoke to the presentation to provide an update on the Kāpiti Coast District Council Speed Management Plan, outlining how the Plan may impact mana whenua and advising the next steps. Members discussed the Plan and Mr Minnema answered members' questions.

The Chair, André Baker thanked Mr Minnema for the presentation and the mahi completed across the district.

**7.1 NGĀ TAKE TĀREWA**

Hara Adams, Group Manager Iwi Partnerships spoke to items 20 to 23 on Ngā Take Tārewa and members discussed each item.

**9 HE KŌRERO HOU MŌ NGĀ IWI | IWI UPDATES**

Huriwai Paki noted that Rawiri Faulkner has been appointed as Pou Toa Matarau at Te Rūnanga o Toa Rangatira and acknowledged his return to the rūnanga.

Kim Tahiwai noted the upcoming Waitangi Tribunal claims hearing the week of 2 October 2023 and advised that Ngā Hapū o Ōtaki representatives would likely tender a leave of absence for this period. Ngā Hapū o Ōtaki will also be supporting the claims process of other hapu later in the year.

The Chair, André Baker, noted there was nothing further to report from Ātiawa ki Whakarongotai beyond the updates already captured on Ngā Take Tārewa.

Mayor Janet Holborow acknowledged the success of a Safety Symposium held 11 September 2023, a recent housing hui held in Paraparaumu and a youth hui held earlier this month which Ngā Hapū o Ōtaki attended.

The Mayor also joined a hui with training provider Kiwi Can Do at the site of the old Ōtaki Beach Health Camp where Kiwi Can Do are establishing education programmes.

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

Aside from that already discussed under item 8 Iwi Updates, there were no further reports on treaty settlements.

Item 10.1 Speed Management Plan – Update was moved to an earlier point in the agenda.

**11 TE WHAKAWHITI KŌRERO | CORRESPONDENCE**

There was no correspondence to note.

**12 HE TONO ANAMATA MŌ TE RĀRANGI TAKE | FUTURE AGENDA REQUESTS**

Mayor Janet Holborow suggested that item 10 on Ngā Take Tārewa 'Waitangi Day 30 Years of Partnership' become a distinct item on a future agenda. The Chair, André Baker agreed with this approach.



## 6 PŪRONGO | REPORTS

### 6.1 MANA WHENUA AND NEW STRATEGY DEVELOPMENT

Kaituhi | Author: **Gina Anderson-Lister, Strategy Manager**

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

#### TE PŪTAKE | PURPOSE

- 1 This report seeks Te Whakaminenga o Kāpiti decision on mana whenua:
  - 1.1 Involvement in the development of three new Council strategies: the Climate and Resilience; Environment; and Health strategies.
  - 1.2 Representation on the new *Climate Change and Resilience Community Think Tank*.

#### HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

- 2 An executive summary is not required.

#### TE TUKU HAEPAPA | DELEGATION

- 3 Part A Section A.1 Partnership model para six of the 2022-2-25 Triennium Structure and Delegations

#### TAUNAKITANGA | RECOMMENDATIONS

- A. **That Te Whakaminenga o Kāpiti note** the contents of this report.
- B. **That Te Whakaminenga o Kāpiti advises** Council on mana whenua priority for involvement and collaboration on:
  - B.1 The Climate Change and Resilience Strategy.
  - B.2 The Environment Strategy.
  - B.3 The Health Strategy.
- C. **That Te Whakaminenga o Kāpiti advises** on mana whenua representation for the Climate Change and Resilience Community Think Tank (two representatives in total are sought).

#### TŪĀPAPA | BACKGROUND

- 4 On 13 July 2023, the Strategy Operations and Finance Committee endorsed changes to the Council's Policy Work Programme to include the development of three new 'operating' strategies: the Climate Change and Resilience Strategy, Environment Strategy, and Health Strategy. Two other 'operating' strategies are already in place: the Economic Development strategy (which is currently in review) and Housing Strategy.
- 5 The Strategy, Operations, and Finance Committee endorsed that work on the three new strategies be initially progressed through to December 2023, following which community feedback is sought through *Vision Kāpiti* in February and March 2024. Council aims to progress, and then finalise, the new strategies for adoption by the end of June 2024.

##### *Climate Change and Resilience Think Tank*

- 6 In March 2023, Council agreed to establish a Climate Change and Resilience Community 'Think Tank' (CRCTT) - a local citizen and community advisory group, interested and engaged in climate matters to support the development of this work.
- 7 On 14 September 2023, SOF agreed for Council to stand up the CRCTT and agreed to the attached Terms of Reference. Section 12 'Membership' sub clause 12.4 in the Terms of Reference states that membership of the CRCTT will be formed through voluntary participation of at least one but no more than two mana whenua/iwi partners.

- 8 The first CRCTT meeting is set for Wednesday 25 October 2023; and a further meeting planned before the end of 2023 to seek community input around climate change. Meetings will occur quarterly thereafter.

## HE KŌRERORERO | DISCUSSION

### Health Strategy

- 9 Health is one of ten Council strategic priorities, including the development of a new Health Strategy. Outside of work underway around establishing localities, public health-related matters have been part of the mandate of local government in New Zealand since its early days through waste and water management.
- 10 We are in the early stages of developing a common vision and direction with the wider base of health service providers in the Kapiti Coast District. The strategy will encompass health promotion, and public health – primary (GPs, rongoa, etc), secondary (access to hospitals), and tertiary (access to specialists) care.
- 11 We recognise the pivotal role of mana whenua in engaging directly with the health system reforms through the Iwi-Māori Partnership Boards being established by Te Whatu Ora – Health New Zealand, Te Aka Whai Ora – the Māori Health Authority and Manatū Hauora, the Ministry of Health. Council also recognises the mana motuhake being demonstrated by our mana whenua in providing health services directly.
- 12 The Health Strategy will acknowledge each of these roles and officers are happy to receive advice on the level of involvement mana whenua would like to have in our Strategy, and the capacity to engage at this time.

### Climate Change and Resilience Strategy and Environment Strategy

- 13 Responding to climate change and improving our environment are also both individually featured in the Council strategic priorities. Council acknowledges the role of mana whenua as kaitiaki of the environment; and importance of working in partnership with mana whenua to co-design and shape the respective (climate change and resilience, and environment) strategies, to bring the voice, principles, and priorities of mana whenua to the forefront.
- 14 We seek your agreement that we work with mana whenua Taiao units on:
- 14.1 Climate Change and Resilience Strategy:- setting the vision and pathways for Kāpiti Coast District's response to climate change over the next 10-20 years; establishing the scope, priorities, and actions for changing issues related to climate change. We propose that the strategy should support shifting to low-carbon, resource efficient and climate resilient communities through four broad areas of focus: mitigation, adaptation, transition, and recovery.
- 14.2 Environment Strategy:- setting our communities vision, and direction to respond to broad environmental challenges facing the district beyond climate change; establishing the scope, priorities, and actions for pressing environmental concerns related to biodiversity, water quality, soil health, food and water security, and human health and wellbeing. It would set out proposed focus areas for Council and community efforts to reduce the environmental impacts of human activities and support environmental repair and restoration.
- 15 Adopting both strategies will play an integral role in informing and aligning with the new long our vision for Kāpiti to be a thriving environment, vibrant economy, and building strong communities.

### He take | Issues

- 16 Council is conscious that capacity for dedicated engagement from mana whenua at this time is a challenge, with Te Atiawa and Nga Hapu o Ōtaki currently engaged in Treaty of Waitangi

Settlement processes. We are seeking advice from Te Whakaminenga on its view of mana whenua priority for engagement in these strategies and a proposed way forward.

### Ngā kōwhiringa | Options

17 There are no options to be considered in this report.

### Mana whenua

18 Council has a memorandum of understanding partnership with Te Rūnanga O Toa Rangātira, Ngā Hapū o Ōtaki and Āti Awa ki Whakarongotai Charitable Trust. Officers have already shared and engaged with mana whenua representatives on Council, Strategy Operations and Finance, and the Climate and Environment Subcommittee on initial work for the health, climate, and environment strategies.

19 As we develop this work we aim to “...honour Te Tiriti o Waitangi and our partnership with mana whenua, and acknowledge the significant value of maramatanga (lessons learned through centuries of kaitiakitanga, manaakitanga, and whanaungatanga)”.

20 Both Council’s climate strategy and environment strategy will aim to align to existing and emerging mana whenua plans and strategies including Ngāti Toa Rangatira Iwi’s *He Kākanō Environmental Management Plan and Poutiaki Plan* and Te Ātiawa Ki Whakarongotai’s *Kaitiakitanga Plan*.

### Panonitanga Āhuarangi me te Taiao | Climate change and Environment

21 Two of the new strategies will aim to drive action to improve the Environment and reduce the impacts of climate change.

### Ahumoni me ngā rawa | Financial and resourcing

22 Funding to support initial implementation planning will be sought through the Long-term Plan.

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

23 There are no legal or organisational risks.

### Ngā pānga ki ngā kaupapa here | Policy impact

24 Both strategies (once adopted) will inform Council activity and the development of the next Long-term Plan. Further to this, collective advice from this work will inform Council’s input into regional and central government led processes where views from local level are sought.

## TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT

### Te mahere tūhono | Engagement planning

25 Public consultation on the strategies is set to take place starting in late February 2024, for all strategies, through a combination of in-person engagement opportunities initially through Vision Kāpiti, and Council’s ‘Have your say’ website. Work will be progressed with mana whenua to determine other engagement steps.

### Whakatairanga | Publicity

26 Appropriate media channels including the climate and environment pages on the Council’s website will be used to raise awareness and flag key dates and activities for public consultation on both strategies.

## NGĀ ĀPITI HANGA | ATTACHMENTS

1. Terms of Reference: Climate Change and Resilience Think Tank [↓](#)









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

## 9 HE KŌRERO HOU MŌ TE KAUNIHERA | COUNCIL UPDATE

### 9.1 RENAMING OLD STATE HIGHWAY ONE

**Author:** Glen O'Connor, Kāpiti Coast District Council Transition Lead - 3 Waters

**Authoriser:** Sean Mallon, Group Manager Infrastructure Services

### TE PŪTAKE | PURPOSE

Old State Highway One from Poplar Avenue to Peka Peka will soon be revoked from a State Highway to a local (Council) road. Subsequently, Council is recommencing the renaming process as this road will no longer be named a state highway. This briefing outlines the process undertaken in 2016 and 2017 when the renaming process commenced and discusses the changes since then and the next steps in the renaming process.

### NGĀ ĀPITI HANGA | ATTACHMENTS

1. Renaming Project Report of Working Party [↓](#)
2. Renaming of Old State Highway One Presentation Slides [↓](#)











































Section	Location	Proposed Name
Section One	Paekākāriki to MacKay's. Now SH59	<u>Hurumutu</u>
Section Two	Poplar Avenue to Kāpiti Rd	<u>Hokowhitu</u>
Section Three	Paraparaumu North to Waikanae River	Rauoterangi
Section Four	Waikanae Town	Kākākura
Section Five	Waikanae to Peka <u>Peka</u>	<u>Unaiki</u>
Section Six	Hadfield Rd connection	Katu
Section Seven	Peka <u>Peka</u> Rd to Te Kowhai Rd. Proposed to be undertaken as part of the PP20 Old SH1 renaming process	<u>Matene Te Whiwhi</u>



## 2016 Community Board Recommendations

Community Board	Section	Recommendation
Paekākāriki Community Board	Section 1: Paekākāriki to Mackays, Now SH 59 renaming not required	<u>Hurumutu Rd</u>
Paraparaumu - Raumati Community Board	Section 2: Poplar Ave to Kāpiti Rd	Main Rd South
	Section 3: Paraparaumu north to Waikanae River	Main Rd North
Waikanae Community Board	Section 4: Waikanae town	Main Rd
	Section 5: Waikanae to Peka Peka	Main Rd
	Section 6: Hadfield Road connection	Horrobin Rd
	Section 7: Peka <u>Peka Rd</u> to Te Kowhai Rd. Recommend as part of PP20 Old SH1 renaming process	Matene Te Whiwhi Rd







## Public Submissions on Names

	Section Name	Highest Support	2 <sup>nd</sup> Highest Support	3 <sup>rd</sup> Highest Support
1	Paekākāriki to Mackays	Renamed SH59 by WK		
2	Poplar Ave to Kāpiti Rd	Main Rd South (51 submissions)	Hokowhitu (7)	Main Rd Raumati (5)
3	Paraparaumu north to Waikanae River	Southwards family (29) Comprising <i>Southward Dr (15) Lady Vera Parkway (6) Len Southward Dr (5) Sir Len Dr (3)</i>	Main Rd North (22)	Tini Rakau (21)
4	Waikanae Town	Main Rd (36)	Kākākura (9)	Old Main Rd (8)
5	Waikanae to Peka Peka	Main Rd Waikanae (9)	Unaiki (8)	Main Rd North (6)
6	Hadfield Rd Connection	Katu (10)	Horrobin (8)	Hadfield Link Rd / Main Rd Peka Peka (5)
7	<u>Peka Peka Rd</u> -Te Kowhai Rd	Matene Te Whiwhi (9). Undertake under PP2O Old SH1 renaming	Main Rd Peka Peka (5)	Main Rd North (4)







## Proposed Names

	Section Name	Working Party	Submissions	Community Board
1	Paekākāriki to Mackays	Renamed SH59	Renamed SH59	Renamed SH59
2	Poplar Ave to Kāpiti Rd	<u>Hokowhitu Rd</u>	Main Rd South	Main Rd South
3	Paraparaumu north to Waikanae River	Rauoterangi Rd	Southwards family comprising Southward Dr, Lady Vera Parkway, Len Southward Dr, Sir Len Dr	Main Rd North
4	Waikanae Town	Kākākura Rd	Main Rd	Main Rd
5	Waikanae to Peka Peka	Unaiki Rd	Main Rd Waikanae	Main Rd
6	Hadfield Rd Connection	Katu Rd	Katu Rd	Horrobin Rd
7	Peka Peka Rd-Te Kowhai Rd	Matene Te Whiwhi Rd	Matene Te Whiwhi Rd	Matene Te Whiwhi Rd





## 9.2 OLDER PERSONS' HOUSING REVIEW

Kaituhi | Author: **Stephen Cross, Housing Programme Manager**

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

### TE PŪTAKE | PURPOSE

- 1 To provide:
  - 1.1 An update on an action from the Housing Strategy: The Older Persons' Housing Review. Following the completion of the Stage one report, outlining the current challenges and opportunities for provision of the Older Person's Housing portfolio; and whether the portfolio is supporting those most in need now and in the future.
  - 1.2 Discuss the key findings and opportunities identified in the report that have specific reference to Mana Whenua.

### TAUNAKITANGA | RECOMMENDATIONS

- A. **That Te Whakaminenga o Kāpiti note** the Kapiti Coast District Council Review of Older Persons Housing: Stage One Report. (Appendix One).
- B. **That Te Whakaminenga o Kāpiti note** the key findings of the Kapiti Coast District Council Review of Older Persons Housing: Stage One Report and identified short term opportunities, with a separate report on findings from Stage Two of the review to be presented in December 2023.

### TŪĀPAPA | BACKGROUND

- 2 Council provides a range of older persons housing throughout the Kāpiti Coast with housing provided specifically to support eligible older persons to have access to affordable rental accommodation in the district.
- 3 The portfolio comprises 118 single-storey one-bedroom units that are fully owned and managed by the Council. A comprehensive review of the portfolio has not been undertaken for approximately 30 years and during that time the policy and funding settings for social and affordable housing in New Zealand have changed significantly. In addition, there have been significant changes in the way people live and the make-up of our communities.
- 4 As part of the implementation of the Housing Strategy, Council has commenced a review of the older persons' housing portfolio.
- 5 The Review has been split into two stages:
  - 5.1 The first stage focuses on: reviewing the current operation, considering how well the portfolio is currently supporting those most in need and whether the portfolio is set up to support growth.
  - 5.2 The second stage, based on the outcomes of the stage one report, will then look into the future, identifying opportunities to grow the portfolio and consideration of future delivery model options that achieve the best outcome within current policy settings and help improve the financial sustainability of the portfolio.
- 6 The purpose of the review is to understand:
  - 6.1 Council's role in the provision of Older Persons Housing and options for the ongoing provision of this activity
  - 6.2 Opportunities for growth of the current portfolio through the better use of existing sites.
  - 6.3 The current asset and tenant management approach and identify the requirements for additional welfare and wrap-around services.

## HE TAKE | ISSUES

- 7 We would like to discuss the key findings and the short-term opportunities identified in the report.
- 8 Stage one of the review, has identified seven key findings:
- There is a growing unmet need for affordable and accessible housing for older people in the district.
  - Council's older persons housing portfolio is targeting a group that are currently overrepresented in social housing demand.
  - The portfolio is not fully meeting the accessibility needs of older people.
  - The portfolio does not provide diversity and housing choice to meet the differing and changing needs of older people.
  - The current operating model of the portfolio is not financially sustainable without ongoing rates-based funding.
  - Redevelopment of the portfolio and increasing its size is cost prohibitive without a change in operating model.
  - Strategic asset management needs to align with the long-term strategy for the portfolio.
- 9 In addition, the review has identified the following short-term opportunities:
- 9.1 The phase one work identifies the need to review the current allocation system used to allocate units to tenants, including the criteria applied. There is an opportunity to ensure the criteria including age and employment status is appropriate for all applicants. We are aware from discussions with iwi partners of concerns relating particularly to age criteria.
- 9.2 We are aware that there is demand for more kaumatua housing options, particularly in areas such as Ōtaki. This demand does not appear to be reflected in Council's application register. A review of the application and allocation system presents an opportunity to ensure that the processes used for both systems are appropriate to encourage access by kaumatua.
- 9.3 The portfolio currently does not meet universal accessibility standards, meaning some eligible kaumatua with a physical disability may not be able to access housing through Council. There is an opportunity to ensure any new units planned meet the necessary standards to remove this barrier.

## NGĀ KŌWHIRINGA | OPTIONS

- 10 There are no options for consideration within this report.

## NGĀ MAHI PANUKU | NEXT STEPS

- 11 Based on the findings of the stage one report, stage two of the review will consider alternative operating models for the portfolio and assess how they would improve the financial sustainability of the portfolio and support future growth. Council is currently exploring the potential to create an Affordable Housing Entity. Although the Review of Older Persons' Housing is a separate piece of work, potential options may include the role of an independent housing entity.

## NGĀ ĀPITI HANGA | ATTACHMENTS

1. Older Persons' Housing Review Milestone One Report - The Property Group [↓](#)









































































### 9.3 TE NEWHANGA KĀPITI COMMUNITY CENTRE UPDATE

Kaituhi | Author: **Morag Taimalietane, Principal Advisor**

Kaiwhakamana | Authoriser: **Hara Adams, Group Manager Iwi Partnerships**

#### TE PŪTAKE | PURPOSE

1 To provide an update on Te Newhanga Kāpiti Community Centre project.

#### TAUNAKITANGA | RECOMMENDATIONS

A. **That Te Whakaminenga o Kāpiti notes** this update.

#### TŪĀPAPA | BACKGROUND

- 2 In 2021 Te Newhanga Kāpiti Community Centre closed due to ongoing weather-tightness issues.
- 3 An update was provided to Te Whakaminenga o Kāpiti on 1 August 2023 which detailed work carried out since closure, and the proposed next steps for the project which included:
  - 3.1 Procuring a provider to undertake out a needs assessment.
  - 3.2 Developing an understanding and potential design for a “meanwhile” space.
  - 3.3 Carrying out further structural assessments of the building.

#### HE TAKE | ISSUES

##### UPDATE

##### ***Needs assessment***

- 4 We have engaged Mobius, a specialist research company, to deliver a needs assessment to create a clear picture of unmet social and community needs for Paekākāriki to northern Waikanae.
- 5 Undertaking a needs assessment through this area will ensure that we are able to reach the communities that would benefit from the re-developed community centre, and that it is fit for purpose and creates a space for the community which is inclusive and responsive to existing and future community needs.
- 6 We expect to report back to Council on the assessment’s outcomes post the Christmas break.

##### ***Meanwhile Space***

- 7 The meanwhile space will a hub for the community, a place that enables a sense of community and connection, while we work to create a new space for the community.
- 8 We are ensuring that this is built in a flexible way that enables us to shift the space and focus through the different stages of re-developing Te Newhanga Kāpiti Community Centre.
- 9 Initially we will be using the space to encourage the community to reconnect with each other and Te Newhanga - acknowledging the history of the Centre, how the community built the centre, it’s importance to the hapu, and creating opportunities for the community to share their stories and provide organic engagement about the future of the Community.
- 10 A concept design has been developed, with an expectation that this begins to be installed this year.

##### ***Structural Assessment***

- 11 An engineering company has been engaged to carry out further structural assessment of the building.

- 12 This will enable us to have a better understanding of our options for the building moving forwards.

### NGĀ KŌWHIRINGA | OPTIONS

- 13 There are no options to note.

### NGĀ MAHI PANUKU | NEXT STEPS

- 14 We are supporting the delivery of the needs assessment, and will ensure that our Elected Members and Iwi Partners have the opportunity to input during the assessment.
- 15 The meanwhile space will begin to be installed in stages, with supporting activities, communications and events to encourage the community to reconnect with the space.
- 16 The outcome of the structural assessment will be used to support our understanding of the future use of the centre, and whether this can meet the needs of the community.
- 17 The Ātiawa Town Centre Working Group has been updated on progress to date across this project, and will be part of the project Governance Board going forward, as well as working with the project team to support this project.

### NGĀ ĀPITI HANGA | ATTACHMENTS

Nil

**9.4 WAIKANAĒ LIBRARY AND COMMUNITY HUB UPDATE****Author:** Morag Taimalietane, Principal Advisor**Authoriser:** Hara Adams, Group Manager Iwi Partnerships**TE PŪTAKE | PURPOSE**

To provide an update on the next key steps and estimated timeframes for the Waikanae Library and Community Hub.

**NGĀ ĀPITI HANGA | ATTACHMENTS**

1. Waikanae Library Poster [↓](#)



## 9.5 RESERVE MANAGEMENT PLANS - CLASSIFICATION UPDATE

Kaituhi | Author: **Yolanda Morgan, Team Leader Open Space Planning**

Kaiwhakamana | Authoriser: **Mike Mendonça, Acting Group Manager Place and Space**

### TE PŪTAKE | PURPOSE

- 1 To provide an update on the development of the Reserve Management Plan (RMP), particularly in relation to the reserve classification process, which is necessary to undertake prior to the development of an RMP.

### TAUNAKITANGA | RECOMMENDATIONS

- A. **That Te Whakaminenga o Kāpiti notes** progress with the development of the Reserve Management Plan and the classification work required to be undertaken prior to notifying Council's intent to prepare a Reserve Management Plan.

### TŪĀPAPA | BACKGROUND

- 2 The Reserves Act 1977 requires that Council undertakes a number of functions with respect to land held as a reserve under the Act. This includes declaring land as a reserve and classifying that land for a purpose, by notice in the Gazette.
- 3 The Act also requires Council to prepare and keep up to date RMPs for all of the reserves that it administers.
- 4 Prior to preparing a legally enforceable RMP for a reserve, the site must first be classified for its primary purpose, following the processes outlined in the Act.
- 5 The classification of the land must be for one of the purposes outlined in the Act, these are;
  - Recreational Reserve
  - Historic Reserve
  - Scenic Reserve
  - Nature Reserve
  - Scientific Reserve
  - Government Purpose Reserve (not to be used for Council administered land)
  - Local Purpose Reserve (e.g. stormwater)
- 6 Each of the reserve categories above have different objectives, requirements and provisions under the Act and must be managed for that specific purpose. This informs the RMP, including the objectives for managing the reserve and the policies and regulations to be included in the RMP.

### HE TAKE | ISSUES

- 7 Only 13 of Council's parks and reserves are appropriately classified with the majority of reserves (more than 100 properties) having never been classified.
- 8 Prior to Council notifying its intention to prepare an RMP, the reserve to which it relates must be classified. The process for classification is set out in the Act.
- 9 The Act requires that Council's intention to classify a reserve is publicly notified (with a process for hearings, if required), except under certain circumstances. We are currently seeking legal advice as to whether the majority of our reserves meet the exemption to the public notification requirement for classification (noting that all RMPs are required to be publicly notified).

- 10 Officers have already commenced a co-design approach with our three iwi partners around the process for classification and development of the RMPs, with a second hui scheduled for February 2024. The focus of this hui will be to prioritise reserves for classification and discuss a methodology for determining the appropriate purpose of a reserve.
- 11 Once a reserve is appropriately classified by resolution of full Council and following a notice in the Gazette, a legally enforceable RMP can be prepared.
- 12 It is proposed that a staged approach to the development of RMPs be undertaken, with Council and our iwi partners embarking on the process in 2024 to prepare an RMP for the Districtwide and Destination parks, whilst concurrently prioritising properties for classification and working through the process to classify further sites. Once the next group of properties is classified, they will then enter into the RMP development phase.
- 13 Efficiencies will be gained by producing an overarching objective and policy document initially, that each subsequent RMP can reference. The practicalities of this will be enhanced using an E-RMP format, similar to the District E-Plan.

### NGĀ KŌWHIRINGA | OPTIONS

- 14 There are no options for consideration within this report.

### NGĀ MAHI PANUKU | NEXT STEPS

- 15 Complete review of properties currently held and/or managed as reserves, including legal title reviews and obtain legal advice for complex properties, where required.
- 16 Second hui with iwi partners in February 2024 with a focus on prioritising sites for classification, developing a methodology for determining appropriate purpose and classification of unclassified reserves.
- 17 Continue to explore and test the use of an E-RMP as a format for an omnibus RMP.
- 18 Develop a consultation and notification strategy for classification of unclassified sites, following legal advice on legislative requirements.
- 19 Liaise with the Department of Conservation, and iwi partners, around reserves held by the Crown that Council have authority to control and manage (e.g. Bluegum reserve, Paraparaumu Domain).

### NGĀ ĀPITI HANGA | ATTACHMENTS

1. Reserve Management Plan Classification Update Presentation [↓](#)

















- 10 TE WHAKAWHITI KŌRERO | CORRESPONDENCE
- 11 HE TONO ANAMATA MŌ TE RĀRANGI TAKE | FUTURE AGENDA REQUESTS
- 12 CLOSING KARAKIA