

# 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.”*

# RĀRANGI TAKE AGENDA

## Te Whakaminenga o Kapiti Tuesday, 22 October 2024

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

**Date:** Tuesday, 22 October 2024

**Time:** 9.30am

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

**Hara Adams**  
Group Manager Iwi Partnerships

**Te Raupapa Take | Order Of Business**

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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:** Evan Dubisky, Advisor Governance

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

### TAUNAKITANGA | RECOMMENDATIONS

That the minutes of Te Whakaminenga o Kapiti meeting of 30 Hōngongoi 2024 (30 July 2024) be accepted as a true and correct record.

### NGĀ ĀPITI HANGA | ATTACHMENTS

1. Unconfirmed Minutes of Te Whakaminenga o Kapiti Meeting of 30 July 2024 [↓](#)
2. Minutes Attachment of Te Whakaminenga o Kapiti Meeting of 30 July 2024 [↓](#)

## TE WHAKAMINENGA O KAPITI MINUTES

30 JULY 2024

**MINUTES OF KAPITI COAST DISTRICT COUNCIL  
TE WHAKAMINENGA O KAPITI  
HELD IN THE COUNCIL CHAMBER, GROUND FLOOR, 175 RIMU ROAD, PARAPARAUMU  
ON TUESDAY, 30 JULY 2024 AT 9:34AM**

**PRESENT:** Ms Kim Tahiwī (Heamana - Chair), Kisten Hapeta (Ngā Hapū o Ōtaki), Mayor Janet Holborow, Cr Martin Halliday  
**Via Zoom:** Mr Huriwai Paki (Ngāti Toa Rangatira), Mr Rawiri Tawhai-Bodsworth (Ātiawa ki Whakarongotai)

**IN ATTENDANCE:** Mr Te Rakauoteora Te Maipi (Koro Don Te Maipi), Deputy Mayor Lawrence Kirby, Cr Kathy Spiers, Mr Richard Mansell, Mr Cam Butler, Mr Darren Edwards, Ms Hara Adams, Ms Deanna Rudd, Ms Kris Pervan, Mr Brendan Owens, Mr Rawiri Kerekere-Haapu, Ms Karly Richardson, Ms Pania Rei, Ms Kate Coutts, Ms Anna Smith, Ms Jessica Mackman, Ms Morag Taimaletane

**WHAKAPĀHA |** Mr Frank Hippolite, Ms Denise Hapeta  
**APOLOGIES:**

### 1 KARAKIA

At the invitation of the Heamana, Koro Don Te Maipi opened the hui with karakia.

### 2 Whakapāha | APOLOGIES

#### APOLOGY

**COMMITTEE RESOLUTION TWOK2024/8**

Moved: Mayor Janet Holborow  
Seconder: Ms Kirsten Hapeta

That the apology received from Denise Hapeta (Ngā Hapū o Ōtaki) and Frank Hippolite (Ātiawa ki Whakarongotai) be accepted.

**CARRIED**

It was noted that Rawiri Tawhai-Bodsworth was present at the hui on behalf of Ātiawa ki Whakarongotai.

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

There were no requests for public speaking at the hui.

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

There were no additional agenda items.

## TE WHAKAMINENGA O KAPITI MINUTES

30 JULY 2024

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

## 5.1 CONFIRMATION OF MINUTES

**COMMITTEE RESOLUTION TWOK2024/9**

Moved: Cr Martin Halliday

Seconder: Ms Kim Tahiwī

That the minutes of Te Whakaminenga o Kapiti meeting of 18 Pipiri 2024 (18 June 2024) be accepted as a true and correct record, with an amendment to the confirmation of the membership within Item 4.2 to specify the membership confirmed was for those present at the hui of 18 June 2024.

**CARRIED**

## 6 PŪRONGO | REPORTS

There were no pūrongo scheduled on the rārangi take.

## 7 HE KŌRERO HOU MŌ NGĀ IWI | IWI UPDATES

Rawiri Tawhai-Bodsworth, on behalf of Ātiawa ki Whakarongotai, noted that alongside Frank Hippolite, he would be attending the National Iwi Chairs Forum.

The Heamana, on behalf of Ngā Hapū o Ōtaki, noted that the Hapū had registered as a new entity on 1 July 2024, and the board was currently working to appoint a General Manager.

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

The Heamana and Kirsten Hapeta, on behalf of Ngā Hapū o Ōtaki, noted that the final Ngāti Raukawa hearings for the Kapiti region were held on 25 and 26 July 2024. Ms Hapeta noted that a report from Waitangi Tribunal was still required ahead of the settlements process.

Rawiri Tawhai-Bodsworth noted that Ātiawa ki Whakarongotai were discussing the next steps following the Marine and Coastal Area (Takutai Moana) Act hearings in the High Court. Mr Tawhai-Bodsworth also noted that the High Court had ruled against Council's scheduling of the Kārewarewa Urupā as waahi tapu, and discussions regarding the next steps in the process would take place between Ātiawa ki Whakarongotai and Council.

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

## 9.1 IWI PARTNERSHIPS TE WHAKAMINENGA O KAPITI REVIEW UPDATE

Hara Adams, Te Kaihautū - Hononga ā-Iwi - Group Manager Iwi Partnerships spoke to a presentation detailing the purpose, objectives, and the timeline for the Hononga ā-Iwi - Iwi Partnerships team review of Te Whakaminenga o Kapiti.

**Appendices**

- 1 Presentation - Iwi Partnerships Te Whakaminenga o Kapiti Review Update

## TE WHAKAMINENGA O KAPITI MINUTES

30 JULY 2024

## 9.2 MEETING DATES FOR TE WHAKAMINENGA O KAPITI

Hara Adams, Te Kaihautū - Hononga ā-Iwi - Group Manager Iwi Partnerships and Anna Smith, Te Kaiārahi Rōpū Kāwanatanga - Team Leader Governance spoke to the item. It was noted that the meeting cycle for Te Whakaminenga o Kapiti would become a part of the wider Te Whakaminenga o Kapiti review by the Hononga ā-Iwi - Iwi Partnerships team.

## 10 Te Whakawhiti Kōrero | Correspondence

The Mayor congratulated Koro Don and all those involved in the recent Kaumatua Day. The Mayor also congratulated Te Raukura ki Ōtaki for receiving a ThinkBIG grant. The Mayor also noted that the Representation Review would be considered at the Additional Council meeting later in the day.

The Heamana confirmed that the position of the A.R.T Confederation on the Representation Review was for the Council to continue on with the Representation Review and establishment of a Māori Ward.

Cam Butler (Chair of Ōtaki Community Board) noted that Ngā Hapū o Ōtaki would be joining the Safety Symposium in Ōtaki this week, alongside several other Ōtaki and central government organisations.

Koro Don Te Maipi provided an update on the development of a process and order of karakia for the demolition of Te Newhanga Community Centre.

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

There were no requests for future agenda requests.

## 12 KARAKIA WHAKAMUTUNGA

Koro Don Te Maipi closed the hui with karakia.

**Te Whakaminenga o Kapiti closed at 10.11am.**

.....  
HEAMANA | CHAIRPERSON

**TE WHAKAMINENGA O KĀPITI**

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*E hara i te toa taki tahi”*

*“My strength will only be achieved*

*Because of the efforts of us all.”*

# **APPENDICES MINUTES**

**Te Whakaminenga o Kāpiti**

**Tuesday, 30 July 2024**



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## 6 PŪRONGO | REPORTS

### 6.1 WAITANGI DAY COMMEMORATION 2025

Kaituhi | Author: **Karly Richardson, Kaitohutohu o ngā Kaupapa ā Iwi**

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

#### TE PŪTAKE | PURPOSE

- 1 The purpose of this report is to make recommendations to be considered by Te Whakaminenga o Kapiti for Waitangi Day district wide commemorations, and to obtain formal confirmation of a mana whenua iwi lead.

#### HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

- 2 Te Whakaminenga o Kapiti last met on 30 July 2024. The September 2024 Te Whakaminenga o Kapiti meeting was cancelled. During the interval between meetings, Council Officers have met with Ngā Hapū o Ōtaki to progress their desire to host 2025 Waitangi Day commemorations to include the public, and to support them making application to Manatū Taonga for Waitangi Day commemoration funding.
- 3 This paper seeks formal endorsement from Te Whakaminenga o Kapiti for Ngā Hapū o Ōtaki to lead Waitangi Day 2025 district wide public commemorations.

#### TE TUKU HAEPAPA | DELEGATION

- 4 Te Whakaminenga o Kapiti may consider this matter under the Memorandum of Partnership, Clause 5, which recognises the Council accepts the need to under the historical perspective of the tangata whenua and similarly the tangata whenua will appreciate the perspective of the other treaty partner, and Clause 21 which require the Council in observing its functions and duties prescribed in legislation to recognise the rangtiratanga right of the tangata whenua as guaranteed in the Treaty of Waitangi. Continuing consultation and education are seen as the best way to do this.

#### TAUNAKITANGA | RECOMMENDATIONS

That Te Whakaminenga o Kapiti:

- A. Receive this report.
- B. Endorse Ngā Hapū o Ōtaki to lead the Waitangi Day 2025 district wide public commemoration event supported by Te Whakaminenga o Kapiti and Kāpiti Coast District Council.

#### TŪĀPAPA | BACKGROUND

- 5 The Memorandum of Partnership constitutes the significant relationship of Te Āti Awa ki Whakarongotai, Ngāti Raukawa ki te Tonga and Ngāti Toa Rangatira with Kapiti Coast District Council since 1994. The partnership was deemed an example of the principles and fundamentals of Te Tiriti o Waitangi in a modern context and was designed to achieve the tangata whenua vision for Kapiti Coast.
- 6 The impetus to commemorate Waitangi Day in a collaborative way emerged in 2002, from the mayor of the time. The decision was made to mark the day in a public way with the intention to education the Kapiti Coast District Community about the significance of Te Tiriti o Waitangi.
- 7 The location was to revolve annually to one of four tribal marae or tribal rohe in the Kapiti Coast allowing all partners the opportunity to host at least once in every cycle of five years.

- 8 The annual commemorations had become a ‘flagship event’ of Te Whakaminenga o Kapiti, Council and the Community. The aim of each Waitangi Day has been to commemorate Waitangi Day in a unique way which reflects the history and mana of the host iwi/partner.
- 9 All Waitangi Day commemorative events were designed to lend opportunity:

- To improve the community’s understanding of Te Tiriti o Waitangi and the practical implications still relevant to Māori today.
- For community to partake in traditional Māori customs (i.e. pōwhiri) and explore the history particular to the hosting iwi.
- For the community to celebrate diversity and share experiences as a community with a bicultural heritage in a multicultural society.

- 10 In recent years Waitangi Day 2025 district wide public commemorations have been led by mana whenua iwi in partnership with Council, with Council in a supporting role as follows:

Year	Iwi Lead	Location
2024	Ātiawa ki Whakarongotai	Whakarongotai Marae
2023	Nil – due to ToW Hearings	
2022	Ngāti Toa Rangatira	Video Series (due to Covid)
2021	Ā.R.T Confederation	Waitangi ki Kapiti online commemoration and live video stream of Waitangi Day commemorations at Rangiātea Pastorate Church (due to Covid)
2020	Ngāti Haumia ki Paekākāriki Supported by Ngāti Toa Rangatira	Campbell Park, Paekākāriki

- 11 In August 2022, Ngā Hapū o Ōtaki expressed an interest to host 2023 Waitangi Day districtwide public commemorations however they later informed Council the dates would overlap with preparations for proposed Waitangi Tribunal hearing dates for Ngāti Raukawa.
- 12 This resulted in Waitangi Day commemorations being placed on hold until the following year in favour of iwi prioritising preparations for Waitangi Tribunal hearings.
- 13 In 2024 Ngā Hapū o Ōtaki proposed to host 2025 Waitangi Day district wide public commemoration at Taumānuka, Ōtaki Beach. Taumānuka is the current site of operations for Ngā Hapū o Ōtaki.

## HE KŌRERORERO | DISCUSSION

- 14 Taumānuka and the historical pā of Pakakutu and Rangiuru are major sites of significance for Ngā Hapū o Ōtaki, and the Ā.R.T Confederation, being the locality where the Henry Williams sheet of Te Tiriti o Waitangi was signed on 19 May 1840 by the various rangatira of the Ā.R.T Confederation of the time. Taumānuka was an early site of occupation for Ngāti Raukawa following the migration from Waikato.
- 15 2025 marks the 185 anniversary of the May 1840 signing of Te Tiriti o Waitangi in Ōtaki by rangatira of Ngāti Toa Rangatira and Ngāti Raukawa.
- 16 Council officers from Iwi Partnerships have met with Ngā Hapū o Ōtaki to discuss planning of the event, and will meet on a weekly basis to progress planning of this event.
- 17 The Mayor has provided a letter to support the application from Ngā Hapū o Ōtaki to Manatū Taonga for ‘Commemorating Waitangi Day’ funding.

- 18 Council will be supporting Ngā Hapū o Ōtaki to develop a traffic management plan and to create a Health and Safety Plan for the event, to manage and mitigate any possible risks and to recommend any courses of action if required. The event will require public liability insurance to be held by Ngā Hapū o Ōtaki.

### He take | Issues

- 19 This matter has a high degree of significance under the Council's Significance and Engagement Policy as it is of strategic importance to Council's partnership with mana whenua.
- 20 Waitangi Day 2025 will mark 185 years since the signing of Te Tiriti o Waitangi, including at various locations across the Kapiti Coast District, and will make the 23rd year of Waitangi Day commemorations facilitated by Te Whakaminenga o Kapiti.
- 21 Ngā Hapū o Ōtaki have confirmed their intention to host 2025 Waitangi Day commemorations, to include the public at Taumānuka.
- 22 Ngā Hapū o Ōtaki submitted their application for funding to support the event to Manatū Taonga. This application has been supported by a letter from
- 23 The current political climate in Aotearoa, New Zealand could result in unplanned disruptions to the event by protestors. This would require greater logistical planning to ensure that any health and safety in event management risk is mitigated.

### Ngā kōwhiringa | Options

- 24 To confirm Ngā Hapū o Ōtaki as the mana whenua iwi to host and lead planning with Council including to determine theme, secure speakers, and project manage the event or to discuss an alternative.
- 25 Discussions with Ngā Hapū o Ōtaki have included consideration of the relationship of Māori and their culture and traditions with their ancestral land, water, sites, waahi tapu, valued flora and fauna, and other taonga (section 77(1)(c) of the Local Government Act).

### Mana whenua

- 26 Council is committed to upholding a meaningful partnership with mana whenua and recognises the importance of Te Tiriti o Waitangi / The Treaty of Waitangi in its partnerships document with mana whenua iwi.
- 27 Council is committed to ensuring that Council decisions are consistent with its partnership obligations with iwi.

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

- 28 Ngā Hapū o Ōtaki plan to affect a waste minimisation strategy to reduce waste for the event.

### Ahumoni me ngā rawa | Financial and resourcing

- 29 An amount of \$24,398.00 is available in the Te Whakaminenga o Kapiti budget to support agreed funding requirements for the event.
- 30 Additional funding has been sought by Ngā Hapū o Ōtaki through Manatū Taonga Commemorating Waitangi Day fund.
- 31 Ngā Hapū o Ōtaki may contribute seed funding to support the event.

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

- 32 This event is a public event and will require public liability cover to be held to cover iwi involvement.

- 33 Ngā Hapū o Ōtaki may hold cover through their insurer but this is one of the matters that still requires discussion.
- 34 Council's insurance cover will extend to cover responsibilities that are ours. This is a shared kaupapa and there will be collaboration. However, as a Ngā Hapū o Ōtaki led event supported by Te Whakaminenga o Kapiti and Council it is not possible to extend Council's insurance to indemnify the Ngā Hapū o Ōtaki entity for any liability that is not under Council's immediate direction or supervision. To do so would require Council to be fully in control of the event.
- 35 Council will be guided by Council's Health and Safety policy and Council's Event Management policy to support Council's involvement in supporting Ngā Hapū o Ōtaki planning this event.
- 36 Council will be supporting Ngā Hapū o Ōtaki to create a Traffic Management Plan for the event.

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

- 37 There are no policy implications.

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

### Te mahere tūhono | Engagement planning

- 38 A communications plan to inform the community of Waitangi Day 2025 commemorations will be prepared in collaboration with mana whenua once an option has been decided on, and further collaboration undertaken with a mana whenua iwi leads.
- 39 Council is obligated to engage with Māori as per the Treaty of Waitangi, the Local Government Act 2002 and Resource Management Act 1991.

### Whakatairanga | Publicity

- 40 A communications plan will be developed in collaboration with Ngā Hapū o Ōtaki to inform mana whenua iwi, hapū and marae, the community, and key stakeholders.
- 41 Council will use its established communications channels to inform and share details of the event.

## NGĀ ĀPITI HANGA | ATTACHMENTS

Nil

- 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 KAUNIHĒRA | COUNCIL UPDATE

### 9.1 DEVELOPMENT OF KAUPAPA KŌRERO REPORTING FRAMEWORK

Kaituhi | Author: **Pania Rei, Advisor Iwi Partnerships**

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

#### TE PŪTAKE | PURPOSE

- 1 To inform Te Whakaminenga o Kapiti of the new *Kaupapa Kōrero* reporting framework that is currently under development by Iwi Partnerships, to support improved engagement with mana whenua iwi by Council officers, and to support regular updates being made available to our mana whenua iwi partners.

#### TAUNAKITANGA | RECOMMENDATIONS

- A. That Te Whakaminenga o Kapiti receive and note this report.

#### TŪĀPAPA | BACKGROUND

- 2 Prior to 2023, Iwi Partnerships, through the senior advisor provided six-weekly regular update reports to mana whenua iwi informing them of Council work programmes and projects underway.
- 3 Following the resignation of the Senior Advisor and Manager Iwi Partnerships in 2021 and 2022, due to diminished capacity in Iwi Partnerships, the regular updates to mana whenua iwi ceased to be provided on a regularly basis.
- 4 Following the establishment of the Iwi Partnerships group in 2023 and the recruitment of 6 additional staff in 2024, Iwi Partnerships, are now in a position to reimplement regular updates to iwi utilising the newly developed reporting framework.
- 5 *Kaupapa Kōrero* requires all Council Officers seeking to engage with mana whenua regarding work programmes or projects to meet with the Iwi Partnerships to discuss engagement and to support mitigation of any risk to the partnerships by Council.

#### HE TAKE | ISSUES

- 6 Challenges in the uptake of the new processes by Council Officers.
- 7 Lack of early planning by Council Officers to ensure mana whenua are engaged early.
- 8 Lack of regular scheduled meetings between mana whenua operational teams and Council Officers to discuss shared operational priorities.

#### NGĀ KŌWHIRINGA | OPTIONS

- 9 Scheduling six-weekly meetings between each mana whenua iwi and Council Officers to occur to address priority Council work programmes and projects for engagement identified by mana whenua through the receipt of Iwi Partnerships six-weekly regular update report.

#### MANA WHENUA

- 10 Our Mana Whenua partners have a varied capacity within each of their respective organisations. The six-weekly reporting framework looks to reduce the strain of engagement for our mana whenua partners, by providing them the ability to plan their engagements with Council effectively.

#### NGĀ MAHI PANUKU | NEXT STEPS

- 11 Understand iwi priorities to accurately assess urgency.

- 12 Decide on six-weekly cycle dates and meeting dates that suit each of our mana whenua iwi partners.

**NGĀ ĀPITI HANGA | ATTACHMENTS**

Nil

## 9.2 MĀORI ECONOMIC DEVELOPMENT GRANTS

Kaituhi | Author: **Karly Richardson, Kaitohutohu o ngā Kaupapa ā Iwi**

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

### TE PŪTAKE | PURPOSE

- 1 To provide Te Whakaminenga o Kapiti with an update on the administration of the Māori Economic Development Grants.

### TAUNAKITANGA | RECOMMENDATIONS

- A. That Te Whakaminenga o Kapiti receive and note this report.

### TŪĀPAPA | BACKGROUND

- 2 The Māori Economic Development Fund is part of Te Whakaminenga o Kapiti Work Programme and is informed by the Māori Economic Development and Wellbeing Strategy 2013.

### HE TAKE | ISSUES

- 3 The previous Māori Economic Development Grant round (2023-24) has been migrated to an online grants administration system from a manual system. This will serve as a baseline for future grant rounds.
- 4 The online grants administration system Council uses is SmartyGrants. SmartyGrants allows grantmakers to receive online applications and manage the entire grants cycle from application to evaluation. This will support the sharing of grant information with the Māori Economic Development Sub-Committee who assess the applications on an annual basis.
- 5 The 2024-25 Māori Economic Development Grant round will be carried out through SmartyGrants, which will streamline the entire grants process.

### MANA WHENUA

- 6 The three mana whenua iwi have representatives that decide on the applications submitted for the Māori economic development grants annually.

### NGĀ MAHI PANUKU | NEXT STEPS

- 7 Council officers in Iwi Partnerships to propose a timeline for the 2024-25 Māori Economic Development Grants round at the 3 December 2024 Te Whakaminenga o Kapiti meeting.  
Council officers in Iwi Partnerships to facilitate the 2024-25 Māori Economic Development Grants through SmartyGrants.

### NGĀ ĀPITI HANGA | ATTACHMENTS

Nil

10 TE WHAKAWHITI KŌRERO | CORRESPONDENCE

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

12 KARAKIA WHAKAMUTUNGA