



RĀRANGI TAKE AGENDA

Additional Hui Kaunihera | Council Meeting

**I hereby give notice that a Meeting of the Kāpiti Coast District Council
will be held on:**

Te Rā | Date: Thursday, 19 June 2025

Te Wā | Time: 11:30 am

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

**Darren Edwards
Chief Executive**

Kāpiti Coast District Council

Notice is hereby given that a meeting of the Kāpiti Coast District Council will be held in the Council Chamber, Ground Floor, 175 Rimu Road, Paraparaumu, on Thursday 19 June 2025, 11:30 am.

Kaunihera | Council Members

Mayor Janet Holborow	Chair
Deputy Mayor Lawrence Kirby	Deputy
Cr Glen Cooper	Member
Cr Martin Halliday	Member
Cr Sophie Handford	Member
Cr Rob Kofoed	Member
Cr Liz Koh	Member
Cr Jocelyn Prvanov	Member
Cr Kathy Spiers	Member
Cr Shelly Warwick	Member
Cr Nigel Wilson	Member

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1 NAU MAI | WELCOME

2 KARAKIA A TE KAUNIHERA | COUNCIL BLESSING

I a mātou e whiriwhiri ana i ngā take kei *As we deliberate on the issues before us,*
mua i ō mātou aroaro

E pono ana mātou ka kaha tonu ki te *We trust that we will reflect positively on the*
whakapau mahara huapai mō ngā hapori e *communities we serve.*
mahi nei mātou.

Me kaha hoki mātou katoa kia whaihua, *Let us all seek to be effective and just,*
kia tōtika tā mātou mahi,

Ā, mā te māia, te tiro whakamua me te *So that with courage, vision and energy,*
hihiri

Ka taea te arahi i roto i te kotahitanga me *We provide positive leadership in a spirit of*
te aroha. *harmony and compassion.*

3 WHAKAPĀHA | APOLOGIES

4 TE TAUĀKĪ O TE WHAITAKE KI NGĀ MEA O TE RĀRANGI TAKE | DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA

Notification from Elected Members of:

4.1 – any interests that may create a conflict with their role as an elected member relating to the items of business for this meeting, and

4.2 – any interests in items in which they have a direct or indirect pecuniary interest as provided for in the Local Authorities (Members' Interests) Act 1968

5 HE WĀ KŌRERO KI TE MAREA MŌ NGĀ MEA E HĀNGAI ANA KI TE RĀRANGI TAKE | PUBLIC SPEAKING TIME FOR ITEMS RELATING TO THE AGENDA

6 NGĀ TAKE A NGĀ MEMA | MEMBERS' BUSINESS

(a) Leave of Absence

(b) Matters of an Urgent Nature (advice to be provided to the Chair prior to the commencement of the meeting)

7 PŪRONGO | REPORTS

7.1 PARTNERSHIP AGREEMENT

Kaituhi | Author: **Oriwia Mason, Kaitohutohu Matua Hononga ā-Iwi | Principal Advisor**

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

TE PŪTAKE | PURPOSE

- 1 To seek Council's adoption of the revised Partnership Agreement (Agreement) ahead of the formal signing by Te Whakaminenga o Kapiti members on the 27th June 2025.

HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

- 2 This report seeks Council's adoption of the revised Agreement between Kāpiti Coast District Council and Ngāti Toa Rangatira (representing Ngāti Haumia), Ātiawa ki Whakarongotai and Ngā Hapū o Ōtaki (representing Ngāti Raukawa ki Te Tonga).
- 3 The Agreement is the result of a yearlong review process undertaken by Te Rōpū Hononga-ā-Iwi (Iwi Partnership Group) in collaboration with Te Whakaminenga o Kapiti and Council, and replaces the original Memorandum of Partnership (Memorandum) last reviewed in 2017.
- 4 The revised document proposes a mātāpono-based (principles-based) approach that introduces a framework for Mana Whenua and Council partnership guided by Kotahitanga, Rangatiratanga, Whanaungatanga and Manaakitanga.
- 5 The Agreement is scheduled to be formally signed by Te Whakaminenga o Kapiti members at the Te Whakaminenga o Kapiti 30th Anniversary event at Raukawa Marae on Friday 27th June 2025.
- 6 If adopted, the Agreement will become the Pou Tokomanawa (central post) of the partnership and will guide the way partners work together, grounded in Te Tiriti o Waitangi.

TE TUKU HAEPAPA | DELEGATION

- 7 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 hapū of Āti Awa ki Whakarongotai Charitable Trust, Ngā Hapū o Ōtaki (Ngāti Raukawa) and Ngāti Toa Rangatira (together forming the Ā.R.T. Confederation).
- 8 Under section A.2, Council has authority to consider this matter.

TAUNAKITANGA | RECOMMENDATIONS

- A. That Council **adopt** the revised Partnership Agreement attached as Appendix A.
- B. That Council **approve** the formal signing of the Agreement by Te Whakaminenga o Kapiti members on 27th June 2025.

TŪĀPAPA | BACKGROUND

- 9 Te Whakaminenga o Kapiti is one of Aotearoa's longest-standing Mana Whenua and local government forums, first convened in 1994.
- 10 Council and Mana Whenua signed a Memorandum with Te Rūnanga o Ngāti Toa Rangatira Inc, Āti Awa ki Whakarongotai Charitable Trust and Ngā Hapū o Ōtaki in the same year, following the requirement for Council to consult with tangata whenua on the District Plan under the Resource Management Act 1991 (RMA).

- 11 This Memorandum recognised the roles and aspirations of Mana Whenua under the RMA, providing the mechanism for a formal partnership.
- 12 Signed in 1994, the Memorandum has been reviewed and re-signed in 2012, 2014, 2015 and 2017. In 2024, Council initiated a review of the document to ensure it remained relevant and fit for purpose in light of evolving legislative and governance contexts.
- 13 Through various wānanga and hui with Council and Mana Whenua representatives, Te Rōpū Hononga-ā-Iwi were mandated to undertake the review process.
- 14 The Agreement attached as Appendix A is the result of that process.

HE KŌRERORERO | DISCUSSION

He take | Issues

- 15 The original Memorandum is no longer aligned with current expectations under Te Tiriti o Waitangi and Mana Whenua and Council working arrangements.
- 16 If Council does not adopt the Agreement, the scheduled signing and celebration of 30 years of partnership with Mana Whenua cannot proceed, undermining trust and shared momentum.
- 17 Both these matters have 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.
- 18 The Agreement provided as Appendix A is the content only having yet to be completed as a final designed product or translated version (te reo Māori). These are still underway by external contractors and will be provided at the signing event on 27th June 2025.

Ngā kōwhiringa | Options

- 19 The below options are provided as a requirement.

Table 1: Options

Kōwhiringa Options	Hua Benefits	Tūraru Risks
Option A (recommended) <ul style="list-style-type: none"> Council adopts the revised Partnership Agreement 	Council give effect to genuine partnership with Mana Whenua under Te Tiriti o Waitangi and the Local Government Act 2002.	Future resourcing required to support implementation.
Option B <ul style="list-style-type: none"> Council does not adopt the revised Partnership Agreement 	Status quo doesn't require change in practice or behaviour.	Council halt progress and undermine the partnership with Mana Whenua.

Mana whenua

- 20 In recognition of the Crown's responsibility under Te Tiriti o Waitangi and the Local Government Act 2022 sets out principles and requirements for Council to facilitate Māori participation in all decision-making processes, including to foster Māori capacity to contribute to the decision-making processes, (refer S4, Parts 2 and 6 of the Local Government Act).
- 21 Council's Long-Term Plan 2021-41 committed to an enduring relationship between Mana Whenua and Council at the heart of our activities for the community and wider relationships that surround us.
- 22 The Agreement is the mechanism for Council to give effect to the above in partnership with Mana Whenua.

Panonitanga Āhuarangi me te Taiao | Climate change and Environment

- 23 Climate change mitigation and adaption is relevant to Mana Whenua as kaitiaki of te taiao.
- 24 The Agreement ensures Mana Whenua are included in the decision-making process on matters that impact their whenua, wai, whānau and taonga.

Ahumoni me ngā rawa | Financial and resourcing

- 25 The partnership review and the development of the revised Agreement has been resourced and financed by Te Rōpū Hononga-ā-lwi.

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

- 26 The Legal Team have stayed abreast of the discussions and Agreement development and have no concerns related to legal or organisational risk.
- 27 An external legal review was undertaken by a subject-matter experts and any legal risk, or risk to Council's partnership with Mana Whenua, has been managed and mitigated.

Ngā pānga ki ngā kaupapa here | Policy impact

- 28 The framework proposed in the Agreement may result in an impact on internal or external policies and their adoption of a mātāpono approach.

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT

Te mahere tūhono | Engagement planning

- 29 All engagement with Council and Elected Members has been completed.

Whakatairanga | Publicity

- 30 Publicity of the revised Partnership Agreement will wait until the formal signing event on 27th June 2025.

NGĀ ĀPITI HANGA | ATTACHMENTS

- 1. Partnership Agreement [↓](#)

Te Whakaminenga o Kapiti

Partnership Agreement

Te Whakaminenga o Kapiti
Partnership Agreement

between

Āti Awa ki Whakarongotai Charitable Trust

Ngā Hapū o Ōtaki

Te Rūnanga o Toa Rangatira Inc

and

Kāpiti Coast District Council

signed on

27 June 2025

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He Whakatakinga Introduction

This Partnership Agreement (Agreement) marks a renewed commitment between Ngāti Toa Rangatira (representing Ngāti Haumia), Āti Awa ki Whakarongotai, Ngā Hapū o Ōtaki ([Mana Whenua](#)) and the Kāpiti Coast District Council ([Council](#)) to work in genuine partnership.

It is a living document grounded in Te Tiriti o Waitangi (Te Tiriti), shaped by [tikanga](#) and guided by shared values. It reflects our intent to lead together with integrity, to build strong foundations for our [mokopuna](#) and to uphold the [mana](#) of our respective roles and communities.

While this Agreement is values-based, it is also action-orientated. It gives practical expression to the commitments of Te Tiriti and the Local Government Act (2002) through decision-making, shared leadership and an enduring partnership. It affirms that Mana Whenua are not stakeholders but Te Tiriti partners whose [tino rangatiratanga](#) must be recognised and upheld.

This Agreement builds upon the foundations laid by the original [Memorandum of Partnership](#) (Memorandum) between Council and Mana Whenua, signed in 1994 and last reviewed in 2017. While this document reflects a new generation of partnership practice, guided by [mātāpono](#), tikanga and shared governance, it does not replace that original commitment. By affirming this Agreement, both partners continue to uphold the intent and standing of the original Memorandum which remains a cornerstone of this partnership.

Te Tūāpapa The Foundation

This Agreement stands on a layered foundation, built by historical and contemporary [ture](#) that are both enduring and evolving. At its core is Te Tiriti o Waitangi, the unwavering covenant of Aotearoa that binds [tangata whenua](#) and the [Crown](#) together in partnership. It provides local government with principles that remain active and relevant in their commitment to the mana whenua of their [takiwā](#).

Te Tiriti affirms tino rangatiratanga as the right of mana whenua to determine their own futures and protect their [whenua](#), [wai](#), tikanga, [reo](#) and [taonga](#). It sets the requirement that [kāwanatanga](#) will be exercised by Council in ways that honour the role of stewardship and care, alongside mana whenua [iwi](#) and [hapū](#) who hold the ancestral connection to the whenua. It affirms [ōritetanga](#) as equity in outcomes, access and influence and requires active expression in the day-to-day [mahi](#) of governance, in the structures we build and in the decisions we make.

While this Agreement is grounded in values and tikanga, under statute, the [Local Government Act 2002](#) provides the mechanism through which Council must give effect to Te Tiriti partnerships. It requires Council to foster mana whenua capacity to participate in decision-making, to recognise diversity among iwi and hapū and to build strong, ongoing relationships with tangata whenua. These requirements are not supplementary but central to the role of Council as a public institution.

This Agreement also acknowledges that a partnership between local government and tangata whenua is given further legal expression through evolving ture such as the [Resource Management Act 1991](#), particularly in its recognition of [kaitiakitanga](#) and the requirement for Council to actively provide for the relationship of Māori with their ancestral whenua, wai and taonga. Additionally, the [Ngāti Toa Rangatiratanga Claims Settlement Act 2014](#) affirms further obligations of recognition and redress, reinforcing the responsibility of the Crown and its agents, including local government, to engage in good faith and uphold agreements made through the settlement process with Ngāti Toa Rangatira.

Together, these form the [tūāpapa](#), establishing the basis of this Agreement where Mana Whenua and Council stand as partners, bound not only by legislation but by [whakapapa](#), by tikanga and by a shared commitment to serve our communities and future generations with integrity.

Te Pou Tokomanawa Central Post

Within [Te Ao Māori](#), a [wharehenui](#) is not merely a physical structure, but a living expression of whakapapa, cosmology and collective responsibility where each element is imbued with meaning. The tūāpapa anchors the wharehenui to the whenua, connecting it to [Papatūānuku](#). From here, the [pou tokomanawa](#) rises towards [Ranginui](#), supporting the [tāhuhu](#) which form the backbone of the whare. The pou tokomanawa carries the weight of the structure and is often described as the heart of the wharehenui, the point where strength, purpose and presence converge.

This Agreement represents the first step, the pou tokomanawa, of the Councils structural and strategic commitment to partnership. It rises from the tūāpapa of Te Tiriti and holds the tension and balance at a governance level between Council and Mana Whenua, acknowledging that while we may sit on different sides of the wharehenui, we meet at the pou tokomanawa to carry our shared responsibilities with integrity.

Standing beneath this [pou](#) requires care, balance and commitment. It reminds us that the strength of this partnership rests not only in its foundations, but in how we hold the centre, especially during times of change or challenge. It is the pou we return to for alignment and the pou we build around as [kaupapa](#) grow.

Nga Mātāpono Guiding Principles

Ehara taku toa i te toa taki tahi, engari he toa taki tini

My success is not mine alone but is the from the strength of the many

Ngā mātāpono are the guiding principles that shape how this partnership is lived. They provide a shared understanding of how we lead together, how we relate to one another, how we respond to challenges and how we carry our responsibilities across time, kaupapa and leadership transitions.

These mātāpono are not generic statements of good intent but reflect the specific commitments made between Mana Whenua and Council under this Agreement. They serve as the ethical and practical framework, directing not only what we do but how we do it.

Each of the four mātāpono in the following pages - Kotahitanga, Rangatiratanga, Whanaungatanga and Manaakitanga - also give meaningful expression to the principles of Te Tiriti o Waitangi. They support the exercising of rangatiratanga, uphold the responsibilities of kāwanatanga and enable both partners to contribute to decision-making in a way that is equitable and respectful.

Kotahitanga Collective Leadership

Kotahitanga affirms our shared responsibility to lead together while respecting our distinct roles and the expertise each partner brings. It reflects our commitment to advancing the wellbeing of our people and environment through collective direction, clear governance and mutual accountability.

Within this partnership, kotahitanga is a practical expression of kāwanatanga under Te Tiriti o Waitangi. It includes governance arrangements that support shared responsibility for decision while ensuring each partner retains their own mandate and integrity.

He Huanga Shared Outcome

Council and Mana Whenua lead together in a way that is aligned, transparent and inclusive. The relationship is strengthened through structured governance arrangements, shared direction and actions grounded in trust.

He Takohanga Key Commitment

Council and Mana Whenua commit to collective leadership by maintaining shared direction and decision-making processes that reflect mutual responsibilities.

We will co-develop priorities, maintain open lines of communication and uphold our commitments through clear, structured governance pathways.

Ngā Tikanga How We Work Together

Kotahitanga will be upheld through intentional, forward-focused engagement. Strategic decisions will be shaped through early collaboration and open [wānanga](#), with both partners informed and involved from the outset. We will avoid siloed or parallel processes and ensure that leadership is not only shared in principle but enacted in practice.

Ngā Huarahi Whakatinana Implementation Pathways

- Maintain regular Te Whakaminenga o Kapiti hui to assess priorities and review progress.
- Establish or maintain shared governance and management structures for areas of mutual responsibility.
- Develop shared planning and reporting tools to support transparency.
- Facilitate joint development opportunities to build capacity for collaborative leadership.

Rangatiratanga Self-Determined Leadership

Rangatiratanga affirms the authority of mana whenua to lead in matters that affect their whenua, wai, whānau and future. It is an enduring right under Te Tiriti o Waitangi, grounded in whakapapa, [mātauranga](#) and tikanga. Within this partnership, it means that Mana Whenua set their own priorities and lead kaupapa on their own terms.

Council's role is to uphold and support rangatiratanga by creating spaces for Mana Whenua-led leadership within shared kaupapa. Rangatiratanga and kāwanatanga exist alongside each other, distinct but complementary. When both are upheld with integrity, decisions are grounded, inclusive and durable.

He Huanga Shared Outcome

Mana Whenua exercise rangatiratanga in all matters that affect their whenua, wai and [whānau](#). Council respects this authority and supports the expression of Māori leadership through aligned strategies, shared kaupapa and responsive systems.

He Takohanga Key Commitment

Council and Mana Whenua commit to building kaupapa in ways that reflect both rangatiratanga and kāwanatanga, recognising the value and limits of each system.

We will uphold [mana motuhake](#) in decision-making, support Mana Whenua-led priorities and co-design pathways that reflect the aspirations of both partners.

Ngā Tikanga How We Work Together

Rangatiratanga will be upheld by involving Mana Whenua early and meaningfully in all kaupapa that affect them. Council will support Mana Whenua to define their own priorities and to engage on their own terms. [Elected members](#) and staff will act with respect and responsiveness, recognising that shared kaupapa are strongest when Māori leadership is not only welcomed, but empowered.

Ngā Huarahi Whakatinana Implementation Pathways

- Integrate Mana Whenua planning documents and priorities into Council strategies, policies and work programmes.
- Support Mana Whenua-led kaupapa through dedicated funding, shared resources and targeted staff capability development.
- Establish pathways for Mana Whenua to initiate, lead and review initiatives on their own terms.
- Build Council capability to recognise and engage appropriately with Mana Whenua governance systems.

Whanaungatanga Sustaining Relationships

Whanaungatanga recognises that enduring relationships are the foundation of this partnership. It is through connection, trust and presence that we are able to carry kaupapa together, especially through change and challenge.

This mātāpono gives effect to the principle of partnership under Te Tiriti o Waitangi. Strong relationships are built through time, respect and consistency, not structure alone. Council and Mana Whenua each hold responsibility to remain connected, maintain trust and ensure that relationships endure beyond individuals, terms or specific kaupapa.

He Huangā Shared Outcome

The partnership between Council and Mana Whenua is grounded in trust and maintained over time through consistent connection, mutual respect and enduring presence.

He Takohanga Key Commitment

Council and Mana Whenua commit to building and maintaining strong relationships at every level of the partnership.

We will remain connected through regular contact, open communication and mutual support, prioritising the time, presence and consistency needed to uphold our commitments.

Ngā Tikanga How We Work Together

Whanaungatanga will be expressed through intentional relationship-building, responsiveness to each other's needs and a willingness to connect beyond formal agendas. We will acknowledge leadership transitions with respect, welcome new representatives appropriately and uphold the integrity of kaupapa through change.

Ngā Huarahi Whakatinana Implementation Pathways

- Maintain a regular schedule of kaupapa-focused and relational hui.
- Develop induction processes that welcome new representatives into the partnership.
- Uphold tikanga when acknowledging transitions, farewells and appointments.
- Ensure consistent contact points across organisations to support continuity.
- Create space in hui for [whakawhanaungatanga](#) and informal connection.

Manaakitanga Upholding Mana

Manaakitanga affirms that all interactions within this partnership will recognise, uphold and protect the mana, identity and wellbeing of those involved. It reinforces that how we work together is as important as what we achieve.

This mātāpono reflects Te Tiriti o Waitangi obligations to protect identity, wellbeing and tikanga. Both partners are responsible for maintaining respectful conduct, responding with care and creating spaces where people feel valued. The strength of our partnership will be measured not by agreement but by how we engage when we do not agree.

He Huanga Shared Outcome

Council and Mana Whenua engage in ways that uphold the mana, identity and wellbeing of all involved. Shared spaces reflect respect, [cultural safety](#) and constructive dialogue, especially in times of difference.

He Takohanga Key Commitment

Council and Mana Whenua commit to expressing manaakitanga in all partnership spaces and relationships.

We will uphold the mātāpono of this Agreement through respectful conduct, inclusive practices and ongoing training and development.

Ngā Tikanga How We Work Together

Manaakitanga will be upheld in how we prepare for engagement, how we respond when concerns are raised and how we conduct ourselves in [hui](#) and wānanga. We will take responsibility for ensuring mana is respected, discussions are constructive and participants feel valued.

Ngā Huarahi Whakatinana Implementation Pathways

- Co-develop tikanga for hui, wānanga and shared decision-making spaces.
- Provide ongoing capability development for Council and Mana Whenua representatives.
- Embed te reo Māori and tikanga in ways that reflect the mana of each hui and kaupapa.
- Ensure engagement processes respects people's time, wellbeing and identity.
- Uphold respectful conduct and tikanga-based resolutions when views differ.

Ngā Huarahi Arotakenga Review and Amendments

This agreement is a living document that will evolve as the partnership deepens, priorities shift and new kaupapa emerge. Like any enduring partnership, it must be reviewed regularly, monitored consistently and amended to remain robust and relevant.

A review is not about compliance but a practice of care. Through structured reflection and honest kōrero, Mana Whenua and Council will maintain the integrity of their commitments, assess how the partnership is functioning in practice and ensure that the mātāpono are being upheld in everyday action.

Review Process

A formal [Hui Arotakenga](#) will be carried out every three years by Te Whakaminenga o Kapiti. The process will be led by Mana Whenua and Council with both partners responsible for initiating, contributing to and responding to the review.

It provides space to reflect on how the partnership is being lived, including how well each mātāpono is being enacted across governance and shared kaupapa. The review also supports forward planning, ensuring that the Agreement remains aligned with Te Tiriti and the wellbeing of the communities we serve.

To support this process, the partners will use the Te Whakaminenga o Kapiti Review Toolkit which provides a shared framework designed to prompt reflection, gather evidence and agree on next steps.

Alongside the Hui Arotakenga, Council and Mana Whenua will also contribute to ongoing monitoring of the partnership through narrative reporting, kaupapa updates and shared indicators of progress, as agreed between partners. The goal is not to audit each other, but to learn, adapt and maintain momentum.

Amendments

Where amendments to the Agreement are proposed, they must be progressed through mutual agreement and understanding. All changes will be recorded in writing, affirmed by the appropriate representatives and logged within this Agreement's [Document Control](#).

Amendments may arise from legislative change, significant shifts in strategic direction or insights from the review process. Any such changes to the text of the Agreement must maintain the intent and integrity of the partnership.

He Whakakapi Closing Statements

This Agreement is jointly affirmed and adopted by Council and Mana Whenua as a clear expression of our commitment to partnership.

It reflects years of shared kaupapa and builds on the foundations established through the original Memorandum of Partnership. By endorsing this Agreement, both partners reaffirm the intent and standing of that original commitment, while setting a renewed course for the future.

The principles and practices outlined here provide a shared platform for collective decision-making, enduring relationships and kaupapa that honour the past while serving the generations to come.

We endorse this Partnership Agreement as the basis upon which we will continue to work together openly, constructively and with integrity.

Ngā Kaihaina Signatories

The Common Seal of
Āti Awa ki Whakarongotai Charitable Trust
 was affixed hereto in the presence of:

The Common Seal of
Ngā Hapū o Ōtaki
 was affixed hereto in the presence of:

The Common Seal of
Te Rūnanga o Toa Rangatira
 was affixed hereto in the presence of:

Ngāti Haumia

The Common Seal of
Kāpiti Coast District Council
 was affixed hereto in the presence of:

_____	Mayor
_____	Chief Executive
_____	Councillor

Ngā Whakamāramatanga Definition of Terms

Word	Definition
Council	Kāpiti Coast District Council as the local authority partner to this Agreement.
Crown	
Cultural Safety	
Elected Member	The Kāpiti Coast District Council consists of a Mayor and 10 councillors comprised of three district-wide and seven ward.
Governance	The leadership and decision-making roles held by Elected Members, Mana Whenua representatives and other members mandated by the two previous.
Hapū	
Hui-arotakenga	
Iwi	
Kaitiakitanga	
Kaupapa	
Kāwanatanga	
Mahi	
Mana	
Mana Motuhake	The expression of tino rangatiratanga through self-determined leadership, identity and decision-making according to tikanga and Māori aspirations.
Mana Whenua	Ngāti Toa Rangatira (representing Ngāti Haumia), Āti Awa ki Whakarongotai and Ngā Hapū o Ōtaki who are the signatories to this Agreement and recognised as the mana whenua iwi and hapū from Paekākāriki to Ōtaki.
Mātāpono	
Mātāwaka	Tangata whenua who reside within the takiwā of an iwi or hapū they do not whakapapa to.
Mātauranga	Māori knowledge systems, including traditional and contemporary understandings rooted in whakapapa and te ao Māori.
Mokopuna	
Operations	
Ōritetanga	
Papatūānuku	
Pou	
Pou Tokomanawa	
Ranginui	
Reo	
Tāhuhu	
Takiwā	
Tangata Whenua	In the context of Kapiti Coast, refers to both Mana Whenua and Mātāwaka and does not refer or imply any authority or decision-making status.
Taonga	
Te Ao Māori	
Tikanga	

Tino Rangatiratanga	
Tūāpapa	
Ture	
Wānanga	
Wai	
Whānau	
Whakapapa	
Whanaungatanga	
Wharenuī	
Whenua	

Document Control

Version	Date Approved	Summary of Changes	Approved by
2.0	19/06/2025	Full revision and renewal of version 1.3 of the Memorandum of Partnership	Te Whakaminenga o Kapiti and Council
1.3	5/12/2017	Reviewed and re-signed	Te Whakaminenga o Kapiti and Council
1.2	06/02/2015	Re-signed	Te Whakaminenga o Kapiti and Council
1.2	2014	Reviewed	Te Whakaminenga o Kapiti and Council
1.1	2012	Reviewed and re-signed	Te Whakaminenga o Kapiti and Council
1.0	1994	Original Memorandum of Partnership signed.	Te Whakaminenga o Kapiti and Council

7.2 APPOINTMENT OF MANA WHENUA REPRESENTATIVE

Kaituhi | Author: **Anna Smith, Team Leader Governance**

Kaiwhakamana | Authoriser: **Sean Mallon, Group Manager Infrastructure and Asset Management**

TE PŪTAKE | PURPOSE

- 1 This report asks Council to consider and appoint a mana whenua iwi representative, as proposed by Ātiawa ki Whakarongotai Charitable Trust, to Council as outlined below in accordance with the Governance Structure and Delegations 2022-2025 adopted on 24 November 2022.

HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

- 2 Council has provided for mana whenua representatives to participate at Council and to be appointed to its committees and subcommittees in the Governance Structure for the 2022-2025 triennium.
- 3 Ātiawa ki Whakarongotai Charitable Trust have proposed Rawiri Tawhai-Bodsworth and Richard Evans (as alternate) as their representative at meetings of Council for the remainder of the 2022-2025 triennium.
- 4 Ātiawa ki Whakarongotai have indicated that further mana whenua representation arrangements to Council's committees and subcommittees will be made at a later date.

TE TUKU HAEPAPA | DELEGATION

- 5 Council has the authority to consider and appoint representatives to its committees and subcommittees under the Local Government Act 2002.
- 6 Council has provided for mana whenua representatives to participate at Council and to be appointed to its various committees and subcommittees in its Governance Structure and Delegations for the 2022-2025 triennium.

TAUNAKITANGA | RECOMMENDATIONS

- A. That Council appoint Rawiri Tawhai-Bodsworth and Richard Evans (as alternate) as the representative for Ātiawa ki Whakarongotai Charitable Trust to attend Council meetings (speaking rights only) in line with the formally adopted Governance Structure and Delegations 2022-2025.

TŪĀPAPA | BACKGROUND

- 7 On 24 November 2022, Council adopted its formal Governance Structure and Delegations for the 2022-2025 triennium.
- 8 As part of the Governance Structure and Delegations, Council confirmed its commitment to its partnership with the mana whenua of the district comprising the iwi and hapū of Ngā Hapū o Ōtaki (Ngāti Raukawa), Ngāti Toa Rangatira and Ātiawa ki Whakarongotai Charitable Trust.
- 9 To strengthen mana whenua participation in Council decision-making, Council resolved to include mana whenua iwi representatives in the membership of its committees and subcommittees as set out in its Governance Structure and Delegations 2022-2025.

HE KŌRERORERO | DISCUSSION

He take | Issues

- 10 As resolved on 24 November 2022, Council may appoint mana whenua representatives as follows:
 - 10.1 **Council** – three mana whenua representatives, one per each iwi with speaking rights only
 - 10.2 **Strategy, Operations and Finance Committee** – three mana whenua representatives, one per each iwi with voting rights
 - 10.3 **Social Sustainability Committee** – three mana whenua representatives, one per each iwi with voting rights
 - 10.4 **Climate and Environment Committee** – three mana whenua representatives, one per each iwi with voting rights
 - 10.5 **Risk and Assurance Committee** – one mana whenua representative in total with voting rights (via a recruitment process)
 - 10.6 **Grants Allocation Committee** – three mana whenua representatives to the Creative Communities NZ programme and one mana whenua representative to the Community Grants programme – all with voting rights
- 11 Mana whenua representatives may attend public excluded meetings of the above committees and may also attend briefings and workshops relevant to their role in the governance structure.
- 12 Non-appointed mana whenua representatives may also attend meetings of Council and its committees with speaking rights at the discretion of the Chair.
- 13 Once appointed, Council officers will arrange for an induction for mana whenua representatives relating to key aspects of their governance role.

Ngā kōwhiringa | Options

- 14 Ātiawa ki Whakarongotai Charitable Trust are mana whenua of the Kāpiti Coast district and have been parties to a formal memorandum of understanding with Kāpiti Coast District Council since 1994.
- 15 Ātiawa ki Whakarongotai Charitable Trust have nominated Rawiri Tawhai-Bodsworth, and Richard Evans, as alternate, as the representative for Ātiawa ki Whakarongotai Charitable Trust at meetings of Council for the remainder of the 2022-2025 triennium.
- 16 Ātiawa ki Whakarongotai have indicated that further mana whenua representation arrangements to Council's committees and subcommittees will be made at a later date.

The current representation arrangements for Ātiawa ki Whakarongotai Charitable Trust are therefore:

Committee/Subcommittee	Number of Mana Whenua Representatives	Iwi and Name of Representative	Voting Rights
Council	Three – one per mana whenua iwi	Ātiawa ki Whakarongotai Charitable Trust Rawiri Tawhai-Bodsworth, and Richard Evans (as alternate)	No – speaking rights only
Strategy, Operations and Finance Committee	Three – one per mana whenua iwi	To be confirmed	Yes

Social Sustainability Committee	Three – one per mana whenua iwi	To be confirmed	Yes
Climate and Environment Committee	Three – one per mana whenua iwi	To be confirmed	Yes
Risk and Assurance Committee	One mana whenua representative	To be confirmed	Yes
Grants Allocation Committee – Creative Communities NZ	Three representatives	To be confirmed	Yes
Grants Allocation Committee - Community Grants	One mana whenua representative	To be confirmed	Yes

- 17 The other iwi in the district, Ngā Hapū o Ōtaki (Ngāti Raukawa) and Ngāti Toa Rangatira have currently appointed Kim Tahiwai and Huriwai Paki, respectively, as their representatives to Council's Governance Structure for the 2022-2025 triennium.

Mana whenua

- 18 Mana whenua have been consulted and have provided the representatives for this report.

Panonitanga Āhuarangi me te Taiao | Climate change and Environment

- 19 There are no climate change and environment considerations.

Ahumoni me ngā rawa | Financial and resourcing

- 20 Council resolved on 24 November 2022 to reimburse each mana whenua iwi (Ngāti Toa Rangatira, Ngā Hapū o Ōtaki and Ātiawa ki Whakarongotai Charitable Trust) for the contribution of their representatives as set out in the Governance Structure and Delegations 2022-2025 by paying each iwi an annual fee, equivalent to the remuneration of a full-time elected member (Tier 6) which is currently \$50,776.00.

- 21 Mana whenua representatives may also claim for travel and other administrative expenses under the non-elected member claims and expenses policy.

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

- 22 There are no additional legal or risk considerations.

Ngā pānga ki ngā kaupapa here | Policy impact

- 23 There are no policy considerations.

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT

Te mahere tūhono | Engagement planning

- 24 An engagement plan is not required to implement this decision.

Whakatairanga | Publicity

- 25 The appointments will be announced via Council communications channels and promoted to media.

NGĀ ĀPITI HANGA | ATTACHMENTS

Nil

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KARAKIA WHAKAMUTUNGA | CLOSING KARAKIA

Kia tau ngā manaakitanga ki runga i a
tātou katoa,

May blessings be upon us all,

Kia hua ai te mākihikihi, e kī ana

And our business be successful.

Kia toi te kupu

So that our words endure,

Kia toi te reo

And our language endures,

Kia toi te wairua

May the spirit be strong,

Kia tau te mauri

May mauri be settled and in balance,

Ki roto i a mātou mahi katoa i tēnei rā

Among the activities we will do today

Haumi e! Hui e! Taiki e!

Join, gather, and unite! Forward together!