

# 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, 14 June 2022

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

**Date: Tuesday, 14 June 2022**

**Time: 9.30am**

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

**Janice McDougall  
Group Manager People and Partnerships**

**Kapiti Coast District Council**

**Notice is hereby given that a meeting of Te Whakaminenga o Kāpiti will be held in the Council Chamber, Ground Floor, 175 Rimu Road, Paraparaumu, on Tuesday 14 June 2022, 9.30am.**

**Te Whakaminenga o Kāpiti Members**

Ms Naomi Solomon	Chair
Ms Kirsten Hapeta	Member
Mayor K Gurunathan	Member
Cr James Cootes	Member

## Order Of Business

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- 1 KARAKIA
- 2 APOLOGIES
- 3 PUBLIC SPEAKING TIME
- 4 ADDITIONAL AGENDA ITEMS

## 5 CONFIRMATION OF MINUTES

### 5.1 CONFIRMATION OF MINUTES

**Author:** Samara Shaw, Executive Secretary to Group Manager People and Partnerships

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

#### **Taunakitanga | Recommendations**

That the minutes of the Te Whakaminenga o Kāpiti meeting of 7 December 2021 be accepted as a true and correct record.

That the minutes of the Te Whakaminenga o Kāpiti meeting of 3 May 2022 be accepted as a true and correct record.

#### **APPENDICES**

1. Minutes - 7 December 2021 [↓](#)
2. Minutes - 3 May 2022 [↓](#)

## TE WHAKAMINENGA O KĀPITI MINUTES

7 DECEMBER 2021

**MINUTES OF KAPITI COAST DISTRICT COUNCIL  
TE WHAKAMINENGA O KĀPITI  
HELD AT THE COUNCIL CHAMBER, GROUND FLOOR, 175 RIMU ROAD, PARAPARAUMU  
ON TUESDAY, 7 DECEMBER 2021 AT 9.40AM**

**PRESENT:** Naomi Solomon, Natalia Repia (via Zoom), Mayor K Gurnathan, Cr James Cootes (via Zoom), Kirsten Hapeta

**IN ATTENDANCE:** Koro Don Te Maipi, Wayne Maxwell, Morag Taimalietane, Deputy Mayor Janet Holborow, Deanna Rudd, Ariana Reweti, Kahu Ropata, Denise Hapeta, Cr Martin Halliday (via Zoom), Natasha Tod, Jason Holland, Darryn Grant, Laura Bertelsen, Mark Ward (via Zoom), Tanicka Mason, Fiona Story

**APOLOGIES:** There were none.

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

## **1 KARAKIA**

The Chair welcomed everyone to the meeting and Kahu Ropata gave a Karakia.

## **2 APOLOGIES**

Apologies from Janice McDougall were noted.

## **3 PUBLIC SPEAKING TIME**

Deputy Mayor Janet Holborow noted the passing of Carol Reihana.

## **4 ADDITIONAL AGENDA ITEMS**

There were none.

## **5 CONFIRMATION OF MINUTES**

There were none.

## **6 UPDATES**

### **6.1 UPDATE ON HOUSING**

Natasha Tod Group Manager Strategy, Growth and Recovery spoke to a presentation. Ms Tod was accompanied by Jason Holland, Manager District Plan who spoke to District Plan Change – Urban Development.

If amendments are going to be made to the 2022 plan change this needs to be done in a timely manner. Council staff and Iwi will need to work together quite closely.

Mr Holland spoke to a number of changes that have come from the select committee.

Ms Tod spoke to the Housing Strategy which is to be finalised in early 2022.

The Housing and Social needs assessment is providing important data which is being fed into

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## TE WHAKAMINENGA O KĀPITI MINUTES

7 DECEMBER 2021

government agencies.

District Growth Strategy is to be finalised in February 2022 and will feed into the District Plan  
Mr Holland and Ms Tod responded to members questions.

**6.2 KAPITI WORKFORCE PLAN**

Darryn Grant Strategic Development Director spoke to the development of a workforce plan and provided an update for members.

Laura Bertlesen as the project lead took members through a presentation and sought feedback.

The plan has three goals:

- effective pathways
- better jobs
- resilient Economy

Mayor K Gurunathan left the meeting at 10:44 am.

Mayor K Gurunathan returned to the meeting at 10:51 am.

The meeting adjourned at 10.49am and resumed at 11.08am

**7 REPORTS****7.1 TE WHAKAMINENGA O KĀPITI - DRAFT CALENDAR OF MEETINGS 2022**

Morag Taimalietane Principal Advisor spoke to the report. It is proposed that the previous year's structure would remain in place.

**COMMITTEE RESOLUTION TWOK2021/13**

Moved: Ms Kirsten Hapeta

Seconder: Mayor K Gurunathan

That Te Whakaminenga o Kāpiti notes the draft Council Calendar of Meetings 2022 set out in Appendix 1 of this report 'Draft Calendar of Meetings 2022'.

That Te Whakaminenga o Kāpiti confirms the schedule of meetings for Te Whakaminenga o Kāpiti in 2022.

**CARRIED**

**7.2 MĀORI ECONOMIC DEVELOPMENT GRANTS**

Deanna Rudd took the report as read.

**COMMITTEE RESOLUTION TWOK2021/14**

Moved: Ms Kirsten Hapeta

Seconder: Mayor K Gurunathan

That Te Whakaminenga o Kāpiti receives the report.

That Te Whakaminenga o Kāpiti re-endorse Kim Tahiwī, Russell Spratt, Chris Claridge and



## TE WHAKAMINENGA O KĀPITI MINUTES

7 DECEMBER 2021

James Cootes as members of the Māori Economic Development Grants Panel for 2021/22

That Te Whakaminenga o Kāpiti endorse Herani Demuth as the Ngāti Toa Rangatira representative on the Māori Economic Development Grants Panel for 2021/22.

That Te Whakaminenga o Kāpiti endorse an amount of \$65,000 being available for a contestable grant process, with the remaining \$5,702 being made available for administering the grant, including for advertising, meeting, and information workshops.

That Te Whakaminenga o Kāpiti endorse the 2021/22 fund opening on 17 January 2022 and closing on 18 February 2022.

That Te Whakaminenga o Kāpiti endorse the panel making the overall decisions as to the distribution of the fund.

**CARRIED**

### 7.3 WAITANGI DAY COMMEMORATIONS 2022

Deanna Rudd spoke to retaining an online format for this event due to the Covid 19 protection framework.

Ms Rudd also asked for mana whenua to volunteer as an Iwi lead in the event planning.

It was suggested that there should be more rangatahi involvement in the event.

Ngāti Toa will lead the event planning.

#### COMMITTEE RECOMMENDATION

Moved: Ms Denise Hapeta

Seconder: Mayor K Gurunathan

Te Whakaminenga o Kāpiti receives the report.

Te Whakaminenga o Kāpiti endorse Waitangi Day 2022 commemorations occurring via a virtual/online format.

Te Whakaminenga o Kāpiti endorse Ngāti Toa as the Iwi lead to assist with event planning.

## 8 MATTERS UNDER ACTION

There were none.

## 9 IWI UPDATES

Te Whakaminenga o Kāpiti extended their thanks to Ariana for her contribution to supporting the three Iwi over her time at Kāpiti Coast District Council.

Ngā Hapu provided an update on their Resilience Strategy on the Covid response. They have been preparing Ōtaki families who will need to isolate at home in the event of a Covid outbreak in Ōtaki.

Ngāti Toa response to Covid is run and centred from Porirua. Information has been shared from other Iwi e.g. Food supply, alternative accommodation tents, cabins etc. Ngāti Toa continue to encourage whanau to be vaccinated.

## 10 TREATY SETTLEMENTS – OVERVIEW FROM EACH IWI

There were none.

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TE WHAKAMINENGA O KĀPITI MINUTES7 DECEMBER 2021

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**11 COUNCIL UPDATE**

Morag Taimalietane Principal Advisor, spoke to members regarding the Covid 19 protection framework and Kāpiti Coast District Council's mandate on vaccinations and vaccine passports.

Staff consultation process closes on 15 December 2021. SLT will meet on 17 December 2021. A decision should be made by Christmas.

The Civic building is currently not under a mandate, should this change staff are working on how Te Whakaminenga o Kāpiti would continue. Those members who are unvaccinated would not be permitted to enter the building.

Wayne Maxwell also spoke to this topic. A risk assessment has been carried out on all roles within Council and no role has been identified as being exempt from Covid risk.

Covid responses will not be WREMO led like they have been in the past.

**12 CORRESPONDENCE**

There were none.

**13 FUTURE AGENDA REQUESTS**

An update around Waste.

Kahu Ropata closed the hui with a karakia.

**Te Whakaminenga o Kāpiti closed at midday.**

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**CHAIRPERSON**

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TE WHAKAMINENGA O KĀPITI MINUTES3 MAY 2022

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**MINUTES OF KAPITI COAST DISTRICT COUNCIL  
TE WHAKAMINENGA O KĀPITI  
HELD AT THE COUNCIL CHAMBER, GROUND FLOOR, 175 RIMU ROAD, PARAPARAUMU  
ON TUESDAY, 3 MAY 2022 AT 9.30AM**

**PRESENT:** Ms Kirsten Hapeta, Mayor K Gurunathan, Cr James Cootes, Ms Naomi Solomon

**IN ATTENDANCE:** Koro Don Te Maipi, Mr Sean Mallon, Mrs Janice McDougall, Ms Samara Shaw (via zoom), Mr Kahu Ropata (via zoom), Mr Hamish McGillivray, Cr Martin Halliday (via zoom), Mrs Tanicka Mason, Mrs Steffi Haefeli, Cr Sophie Handford (via zoom)

**APOLOGIES:** Nil

**LEAVE OF  
ABSENCE:** Nil

**1 KARAKIA**

The meeting commenced at 9.37am with a karakia by Koro Don.

**2 APOLOGIES**

There were none.

**3 PUBLIC SPEAKING TIME**

There were none.

**4 ADDITIONAL AGENDA ITEMS**

Koro Don requested there be discussion on the Transmission Gully opening.

**5 CONFIRMATION OF MINUTES**

**5.1 CONFIRMATION OF MINUTES**

**COMMITTEE RESOLUTION TWOK2022/3**

Moved: Cr James Cootes

Seconder: Ms Kirsten Hapeta

That the minutes of the Te Whakaminenga o Kāpiti meeting of 15 March 2022 be accepted as a true and correct record.

**CARRIED**

## TE WHAKAMINENGA O KĀPITI MINUTES

3 MAY 2022

**6 REPORTS**

There were none.

**7 IWI UPDATES**

Nga Hapu o Otaki provided the following updates:

- they have been working with Ngati Toa and Ati awa on a funding proposal for a Housing Committee. They submitted a funding proposal and it wasn't accepted.
- they have drafted a position statement on the Intensification plan and will share this with Council and Iwi.
- Ms Hapeta extended her thanks to Council staff that have been working on the Papakainga provisions with Iwi. It's a really progressive piece of work.

Ngati Toa

- they have been working with Council on the District Planning provisions, getting the Papakainga provisions drafted;
- having discussions around housing in the area;
- working alongside agencies DIA and DOC – around RMA reform and consultation.
- They have now got a new engagement model to work with Councils, they are meeting bi-monthly and it's a mechanism that all the Council work be directed to that hui and then there is discussion around timeframes.

**8 TREATY SETTLEMENTS – OVERVIEW FROM EACH IWI**

Nga Hapu o Otaki are part way through their hearings, they have been pushed back due to COVID. Hearings have been scheduled for later on this year.

**9 COUNCIL UPDATE****9.1 POLICY WORK PROGRAMME 2021-2024**

Hamish McGillivray (Manager, Research & Policy) provided an update on the Policy Work Programme.

The main points from discussions were that it would be helpful to get information in the early stages of the work and also to have a summary around the policies that would need feedback.

**9.2 WORK PROGRAMME UPDATE**

Kahu Ropata provided an update on the work programme:

Maori Economic Development (MED) Grants 21/22

The Panel have met, and have selected recipients from a shortlist. Letters to recipients and unsuccessful shortlisted applicants are being prepared by the convenor ahead of public notification of grant recipients. Further details will be made available in a full report back to TWoK June hui.

## TE WHAKAMINENGA O KĀPITI MINUTES

3 MAY 2022

Maramataka 21/22

Planning is underway for the Maramataka 2021/2022 with a view to launch the the week following the public holiday observation. The venue still to be finalised.

Iwi Capacity Grants

Kahu Ropata and Janice McDougall have met with Ngati Toa and Nga Hapu o Otaki to discuss iwi capacity grants.

Marae Grants

Staff are still awaiting funding application from Ngati Huia ki Katihiku.

Cr Cootes provided some feedback to Te Whakaminenga o Kāpiti on the MED grants and noted that there was a view that the fund should be extended to support individuals with feasibility studies for business ideas, and that it would be helpful that Te Whakaminenga o Kāpiti put a request into a future Annual plan.

Koro Don spoke about the Transmission Gully opening and how there was nothing mentioned around the Skinks that were transported from the project during its building. The Skinks – Kaiteake were taken to Nga Manu for them to look after while the project was completed. This was missed from the blessing and Koro Don felt that the story should be known.

Sean Mallon said that he would talk to his contacts about this story being included and told in the future.

*Koro Don left the meeting at 10.59am and rejoined the meeting at 11.02am.*

**10 CORRESPONDENCE**

The Mayor tabled the following documents at Te Whakaminenga o Kāpiti.

- Letter received in the Mayors office on 7 April 2022 from Chris Webber, Paraparaumu Māori Committee Chair.
- An email to Nga Hapu o Ōtaki, Ati Awa ki Whakarongatai and Ngati Toa seeking their response.

The Mayor has acknowledged the letter to Chris Webber and is awaiting response from Mana Whenua.

There was a comment that Iwi need time to consider this and will continue having conversations and also that they will be continuing to look and focus on Te Whakaminenga o Kāpiti going forward.

**TABLED DOCUMENTS**

The following documents were tabled.

**Appendices**

- 1 Letter from Chris Webber - 7 April 2022
- 2 Emails to three iwi seeking their response

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TE WHAKAMINENGA O KĀPITI MINUTES3 MAY 2022

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**11 FUTURE AGENDA REQUESTS**

The following agenda items were requested:

- Maori Economic Development Grants;
- Te Whakaminenga o Kāpiti and its role in the future;
- update on District Plan changes – responses back on consultation and any changes;
- Housing Strategy update.

Koro Don closed the meeting with a karakia.

**Te Whakaminenga o Kāpiti closed at 11.18am.**

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**CHAIRPERSON**

**6 UPDATES**

- 6.1 EDUCATION AND TRAINING HUB NEEDS ASSESSMENT AND FEASIBILITY STUDY**
- 6.2 AFFORDABLE HOUSING ENTITY**
- 6.3 TAKUTAI KĀPITI UPDATE AND INTRODUCTIONS FROM THE COASTAL ADVISORY PANEL**
- 6.4 REVIEW OF CLASS 4 AND TAB VENUE GAMBLING POLICIES**

## 7 REPORTS

### 7.1 2021-22 MĀORI ECONOMIC DEVELOPMENT GRANTS - ALLOCATION OF FUNDS.

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

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

## TE PŪTAKE | PURPOSE

- 1 This report provides Te Whakaminenga o Kāpiti (the Committee) with an overview of the 2021-22 Māori Economic Development Fund (the fund) allocation of funds.

## HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

- 2 In February 1994 a Memorandum of Partnership was signed between the three iwi with mana whenua status within the Kāpiti Coast District and Kāpiti Coast District Council.
- 3 The mana whenua of the District are at present represented at Te Whakaminenga o Kāpiti through Ngā Hapū o Ōtaki and Te Rūnanga o Toa Rangatira Inc. Āti Awa ki Whakarongotai sit outside the Committee but continue to consult with the other two iwi on matters of importance to the three iwi who collectively form the ART Confederation of iwi.
- 4 In July 2013, Council adopted the 'Strategy for Māori Economic Development and Wellbeing.' The purpose of this strategy is to set out how Council will support Māori Economic Development in Kāpiti associated with iwi and hapū with whom it has a relationship.
- 5 Council's Māori Economic Development Fund aims to assist whānau, hapū and iwi in Kāpiti with costs associated with the ongoing development of Māori economic activity relating to:
  - Manaakitanga Leveraging the potential of rangatahi and building whanau capacity
  - Kaitiakitanga Working with the whenua
  - Kōtahitanga Supporting whānau to achieve economic wellbeing via capacity, collaboration, innovation, and Māori business
- 6 Applications to this fund can be made by whānau hapū and iwi of the Kāpiti Coast District. Applications will be considered from mātāwaka and Māori business who are not tangata whenua providing their application is endorsed as being consistent with the 'Strategy for Māori Economic Development and Wellbeing' by one of the three iwi who are signed to the Memorandum of Partnership.

## TE TUKU HAEPAPA | DELEGATION

- 7 Te Whakaminenga o Kāpiti may consider this matter under the Memorandum of Partnership, Clause 21 subclause iv). *identifies the following principle: that Council will have particular regard to the rights of tangata whenua in the management and development of resources by recognising and providing for rangatiratanga.*

## TAUNAKITANGA | RECOMMENDATIONS

- A. That Te Whakaminenga o Kāpiti receives this report.
- B. That Te Whakaminenga o Kāpiti acknowledges and thanks the Māori Economic Development Grant Panel for their careful consideration of the applications, and selection of the three successful grant recipients.



## TŪĀPAPA | BACKGROUND

- 8 Applications for 2021-22 were considered by a Māori Economic Development Review Panel (the Panel). The 2021-22 panellists were confirmed at the 7 December 2021 Te Whakaminenga o Kapiti meeting. The panel members were:

Kim Tahiwī	Ngā Hapū o Ōtaki
Herani Demuth	Ngāti Toa Rangatira
Russell Spratt	Āti Awa ki Whakarongotai
Councillor James Cootes	Council Representative
Chris Claridge	Expert in Economic Development

- 9 Grants were available to a diverse range including kaupapa Māori entrepreneurial pursuits to whānau, hapū and iwi driven charitable projects and commercial entities. The applicants must be operating within the boundaries of the Kāpiti Coast District Council's designated geographic boundary.
- 10 On 7 December 2021, the Committee was advised that a total grant fund pool of \$66,000 was available as a contestable fund.
- 11 The Fund opened on 17 January 2022 and closed on 18 February 2022 at 5pm.

## HE KŌRERORERO | DISCUSSION

- 12 This year seven applications were received for Māori Economic Development Grants, seeking a combined amount of \$220,000 total funding (the fund itself has \$66,000 available).
- 13 Five of the applications were mana whenua iwi applicants, with all applications endorsed by a letter of support from at least one of the three mana whenua iwi, and two applications were from Mātawaka applicants, including one from an applicant living outside of the boundaries of Kāpiti Coast District Council.
- 14 The Panel met on three occasions to determine the scoring criteria, to short-list applications, and to select the fund recipients and the allocation of funds.

## He take | Issues

- 15 The key issues for the panel to consider were the alignment of the applications to the 2013 Māori Economic Development and Wellbeing Strategy, including the alignment of each of the applications to the principles of:

Manaakitanga  
Kaitiakitanga  
Kōtahitanga

## Ngā kōwhiringa | Options

- 16 Following careful consideration of the seven applications, three applications for funding were successful.
- 17 Only \$26,500.00 of the available \$66,000.00 was allocated based on the strength of each of the applications and the funding amount sought.
- 18 The three successful recipients are each required to provide quarterly accountability reports to include financial statements.

- 19 The successful applicants, their kaupapa (project purpose), and the amount awarded to each are included in the following table.

**Table 1: Successful Applicants to the 2021-22 Māori Economic Development Grants**

Kaitono (Applicant)	Kaupapa (Project Purpose)	Pūtea (Grant) Excl GST
<ul style="list-style-type: none"> <li><b>Hori Gallery Ltd</b> Hohepa Thompson A destination art studio, gallery, café, and community space at Ōtaki Beach.</li> </ul>	To support the building of Te Hāhi, an art residence and workshop for visiting in-residence artists who will be supporting workshops and wānanga.	\$10,000.00.
<ul style="list-style-type: none"> <li><b>Hapai Wellness</b> Kim Tasker An Ōtaki based holistic Hauora collective offering health and wellbeing services drawing on Mātauranga Māori and blending, science and holistic practices from other indigenous cultures.</li> </ul>	To support business start-up, including marketing and digital presence.	\$10,000.00.
<ul style="list-style-type: none"> <li><b>Te Rongoā Rerehua</b> Bianca Dalton A legacy inspired kaupapa by a local Ōtaki Practitioner of Rongoā.</li> </ul>	To develop a range of locally sourced Rongoā Māori products to align with traditional Māori Healing Practices.	\$6,500.00.

### Tangata whenua

Tangata whenua have been fully involved in the decision-making processes of the allocation of the grant funds Grants Panel Members. [Panonitanga āhuarangi | Climate change](#)

- 21 For Māori, economic wellbeing is a concept which is inclusive and encompasses land, water, forests, coastal, moana etc. For mana whenua the role of kaitiakitanga within the District is strong and effective and encompasses both the environmental and general wellbeing of the community.
- 22 The decisions made by the panel included identifying applicants with innovative sustainable projects aligned to the principal of kaitiakitanga, to explore sustainable utilisation of land.

### Ahumoni me ngā rawa | Financial and resourcing

- 23 This expenditure is within the allocated Te Whakaminenga o Kāpiti budget for 2021-22 as approved in the Long-Term Plan.
- 24 There were no additional funds required for the implementation of this process.

### Ture me ngā Tūraru | Legal and risk

- 25 The activity involved a collection of personal information and as such a privacy impact statement was provided to ensure the activity met the requirements in terms of the Privacy Act 2020.

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

26 There is no policy impact.

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

**Te mahere tūhono | Engagement planning**

27 An engagement plan was developed to implement the funding outcome decision by the Panel.

**Whakatairanga | Publicity**

28 Council used its established communications channels to inform the community of the funding outcome decision.

**NGĀ ĀPITI HANGA | ATTACHMENTS**

Nil

**8 IWI UPDATES**

**9 TREATY SETTLEMENTS – OVERVIEW FROM EACH IWI**

**10 COUNCIL UPDATE**

Nil

**11 CORRESPONDENCE**

**12 FUTURE AGENDA REQUESTS**

**13 CONFIRMATION OF PUBLIC EXCLUDED MINUTES**

Nil