



**PAPAIOEA**  
**PALMERSTON**  
**NORTH**  
**CITY**

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# **PALMERSTON NORTH CITY COUNCIL**

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## **AGENDA**

# **RANGITĀNE O MANAWATŪ COMMITTEE**

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**2:00 PM, WEDNESDAY 11 SEPTEMBER 2024**  
TAIWHANGA KAUNIHERA, PAPA TUATAHI | COUNCIL CHAMBER, FIRST  
FLOOR,  
WHAKAHAERE TŪMATANUI | CIVIC ADMINISTRATION BUILDING,  
TE MARAE O HINE, PAPAIOEA | 32 THE SQUARE, PALMERSTON NORTH

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# MEMBERS

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**Wiremu Te Awe Awe (Chair)**  
**Grant Smith (Deputy Chair)**  
**Vaughan Dennison**  
**Roly Fitzgerald**  
**Debi Marshall-Lobb**  
**Billy Meehan**  
**Karen Naylor**  
**Kaydee Zabelin**  
**Danielle Harris**  
**Chris Whaiapu**

AGENDA ITEMS, IF NOT ATTACHED, CAN BE VIEWED AT

[pncc.govt.nz](http://pncc.govt.nz) | Civic Administration Building, 32 The Square  
City Library | Ashhurst Community Library | Linton Library

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**Waid Crockett**

**Chief Executive | PALMERSTON NORTH CITY COUNCIL**

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Te Marae o Hine | 32 The Square  
Private Bag 11034 | Palmerston North 4442 | New Zealand  
[pncc.govt.nz](http://pncc.govt.nz)

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# RANGITĀNE O MANAWATŪ COMMITTEE MEETING

11 September 2024

## ORDER OF BUSINESS

**1. Karakia Timatanga**

**2. Apologies**

**3. Notification of Additional Items**

Pursuant to Sections 46A(7) and 46A(7A) of the Local Government Official Information and Meetings Act 1987, to receive the Chairperson's explanation that specified item(s), which do not appear on the Agenda of this meeting and/or the meeting to be held with the public excluded, will be discussed.

Any additions in accordance with Section 46A(7) must be approved by resolution with an explanation as to why they cannot be delayed until a future meeting.

Any additions in accordance with Section 46A(7A) may be received or referred to a subsequent meeting for further discussion. No resolution, decision or recommendation can be made in respect of a minor item.

**4. Declarations of Interest (if any)**

Members are reminded of their duty to give a general notice of any interest of items to be considered on this agenda and the need to declare these interests.

**5. Public Comment**

To receive comments from members of the public on matters specified on this Agenda or, if time permits, on other Committee matters.

(NOTE: If the Committee wishes to consider or discuss any issue raised that is not specified on the Agenda, other than to receive the comment made or refer it to the Chief Executive, then a resolution will need to be made.)

**6. Confirmation of Minutes**

Page 7

That the minutes of the Rangitāne o Manawatū Committee meeting of 10 April 2024 Part I Public be confirmed as a true and correct record.

**7. Te Motu o Poutoa Development Programme Governance**

Page 11

Report, presented by Kathy Dever-Tod, Manager Parks and Reserves.

**8. Te Whiri Kōkō - Council Engagement with Rangitāne o Manawatū**

Page 25

Memorandum, presented by Todd Taiepa, Poutoko Aporei Principal Māori Advisor.

**9. Work Schedule for Mahuru September 2024**

Page 31

**10. Karakia Whakamutunga**

**11. Exclusion of Public**

To be moved:

“That the public be excluded from the following parts of the proceedings of this meeting listed in the table below.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered		Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for passing this resolution

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public as stated in the above table.

Also that the persons listed below be permitted to remain after the public has been excluded for the reasons stated.

*[Add Third Parties]*, because of their knowledge and ability to assist the meeting in speaking to their report/s [or other matters as specified] and answering questions, noting that such person/s will be present at the meeting only for the items that relate to their respective report/s [or matters as specified].



## PALMERSTON NORTH CITY COUNCIL

Ngā meneti o te wāhanga tūmatanui o te hui o Rangitāne o Manawatū, i tū ki te Taiwhanga Kaunihera, i te papa tuatahi o Te Whare Whakahaere o te Kaunihera, Te Marae o Hine, Papaioea, i te 10 o Paenga-whāwhā 2024, tīmata ake i te rua haora me te rua meneti i te ahiahi.

**Minutes of the Rangitāne o Manawatū Committee Meeting Part I Public, held in the Council Chamber, First Floor, Civic Administration Building, 32 The Square, Palmerston North on 10 April 2024, commencing at 2.02pm**

**Members Present:** Mayor Grant Smith (in the Chair), Councillors Vaughan Dennison, Roly Fitzgerald, Debi Marshall-Lobb, Billy Meehan, Karen Naylor, Kaydee Zabelin and Ms Danielle Harris

**Non Members:** Councillors Pat Handcock and Orphée Mickalad

**Apologies:** Mr Chris Whaiapu and Mr Wiremu Te Awe Awe

Councillor Orphée Mickalad entered the meeting at 2.29pm during clause 8-24. He was not present for clauses 5-24 to 7-24 inclusive.

### **Karakia Timatanga**

Councillor Roly Fitzgerald opened the meeting with karakia.

### **5-24 Apologies**

Moved Grant Smith, seconded Debi Marshall-Lobb.

The **COMMITTEE RESOLVED**

1. That the Committee receive the apologies.

Clause 5-24 above was carried 8 votes to 0, the voting being as follows:

**For:**

The Mayor (Grant Smith), Councillors Vaughan Dennison, Roly Fitzgerald, Debi Marshall-Lobb, Billy Meehan, Karen Naylor, Kaydee Zabelin and Ms Danielle Harris.

## **Declarations of Interest**

Ms Danielle Harris declared an interest in items:

- 7 Te Āpiti Masterplan Update (clause 7-24),
- 8, Manawatū River Framework: Progress Report (clause 8-24) and
- 9 Te Whiri Kōkō - Council Engagement with Rangitāne o Manawatū (clause 9-24)

but stated she would consider the items with an open mind.

Mayor Grant Smith declared an interest in item 7 Te Āpiti Masterplan Update (clause 7-24) but stated he would consider the item with an open mind.

## **6-24**

### **Confirmation of Minutes**

Moved Grant Smith, seconded Debi Marshall-Lobb.

The **COMMITTEE RESOLVED**

1. That the minutes of the Rangitāne o Manawatū Committee meeting of 28 February 2024 Part I Public be confirmed as a true and correct record.

Clause 6-24 above was carried 8 votes to 0, the voting being as follows:

#### **For:**

The Mayor (Grant Smith), Councillors Vaughan Dennison, Roly Fitzgerald, Debi Marshall-Lobb, Billy Meehan, Karen Naylor, Kaydee Zabelin and Ms Danielle Harris.

## **7-24**

### **Te Āpiti Masterplan Update**

Memorandum, presented by Aaron Phillips - Activities Manager Parks.

Report coming to May Strategy and Finance Committee not April.

Moved Grant Smith, seconded Debi Marshall-Lobb.

The **COMMITTEE RESOLVED**

1. That the Committee receive the memorandum titled 'Te Āpiti Masterplan update' presented to the Rangitāne o Manawatū Committee on 10 April 2024.

Clause 7-24 above was carried 8 votes to 0, the voting being as follows:

#### **For:**

The Mayor (Grant Smith), Councillors Vaughan Dennison, Roly Fitzgerald, Debi Marshall-Lobb, Billy Meehan, Karen Naylor, Kaydee Zabelin and Ms Danielle Harris.



**8-24**

**Manawatū River Framework: Progress Report**

Memorandum, presented by Aaron Phillips - Activities Manager Parks.

Councillor Orphee Mickalad entered the meeting at 2.29pm

Moved Grant Smith, seconded Debi Marshall-Lobb.

The **COMMITTEE RESOLVED**

1. That the Committee receive the "Manawatū River Framework Progress Report" (Attachment 1) presented on 10 April 2024.

Clause 8-24 above was carried 8 votes to 0, the voting being as follows:

**For:**

The Mayor (Grant Smith), Councillors Vaughan Dennison, Roly Fitzgerald, Debi Marshall-Lobb, Billy Meehan, Karen Naylor, Kaydee Zabelin and Ms Danielle Harris.

**9-24**

**Te Whiri Kōkō - Council Engagement with Rangitāne o Manawatū**

Memorandum, presented by Todd Taiepa - Poutoko Aporei Principal Māori Advisor.

Moved Grant Smith, seconded Debi Marshall-Lobb.

The **COMMITTEE RESOLVED**

1. That the Committee receive the memorandum titled 'Te Whiri Kōkō - Council Engagement with Rangitāne o Manawatū' presented to the Rangitāne o Manawatū Committee on 10 April 2024.

Clause 9-24 above was carried 8 votes to 0, the voting being as follows:

**For:**

The Mayor (Grant Smith), Councillors Vaughan Dennison, Roly Fitzgerald, Debi Marshall-Lobb, Billy Meehan, Karen Naylor, Kaydee Zabelin and Ms Danielle Harris.

**10-24**

**Work Schedule for Paenga-whāwhā April 2024.**

Moved Grant Smith, seconded Debi Marshall-Lobb.

The **COMMITTEE RESOLVED**

1. That the Rangitāne o Manawatū Committee receive its Work Schedule dated Paenga-whāwhā April 2024.

Clause 10-24 above was carried 8 votes to 0, the voting being as follows:

**For:**

The Mayor (Grant Smith), Councillors Vaughan Dennison, Roly Fitzgerald, Debi Marshall-Lobb, Billy Meehan, Karen Naylor, Kaydee Zabelin and Ms Danielle Harris.

**Karakia Whakamutunga**

Councillor Roly Fitzgerald closed the meeting with karakia.

The meeting finished at 3.23pm

Confirmed 11 September 2024

**Chair**

## REPORT

**TO:** Rangitāne o Manawātū Committee

**MEETING DATE:** 11 September 2024

**TITLE:** Te Motu o Poutoa Development Programme Governance

**PRESENTED BY:** Kathy Dever-Tod, Manager Parks and Reserves

**APPROVED BY:** Chris Dyhrberg, General Manager Infrastructure

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### RECOMMENDATION(S) TO COUNCIL

1. That Council establish a Programme Steering Group to provide oversight of the Te Motu o Poutoa/Cliff Road development programme.
2. That Council agree the draft terms of reference of the Te Motu o Poutoa Steering Group (Attachment 2).

## SUMMARY OF OPTIONS ANALYSIS

<b>Problem or Opportunity</b>	<p>Planning for Te Motu o Poutoa has entered a new phase - design, consenting and fundraising, for the programmes in the 2024-34 LTP, including the upgrade of Cliff Road. This phase enables Council to be 'shovel ready' for construction when external fundraising targets have been reached.</p> <p>The activities in this phase are being managed as a single programme comprising of four work streams (projects).</p> <p>Given the scale of the programme and the significance to Rangitāne o Manawatū and the Council, it is important that an appropriate programme governance structure is established.</p>
<b>OPTION 1:</b>	<b>Establish a Programme Steering Group (PSG) to provide oversight of the Te Motu o Poutoa/Cliff Road development programme with representation from Rangitāne o Manawatū and Council</b>
Community Views	Community views have not been sought on the governance structure for the delivery of this programme.
Benefits	<p>Consistent with the partnership and collaborative approach embedded in the Kawenata.</p> <p>Traditional and well tested programme governance mechanism to provide programme oversight and a resolution pathway for major issues escalated from the Programme Director.</p>
Risks	The PSG functions at an operational rather than strategic level. This risk can be mitigated through clear role definition.
Financial	The cost of establishing and administering the PSG is minimal and can be managed within the programme budget.
<b>OPTION 2:</b>	<b>Status Quo: Do not establish a governance structure for the Te Motu o Poutoa/Cliff Road development programme</b>
Community Views	Community views have not been sought on the governance structure for the delivery of this programme.
Benefits	No further action required.
Risks	<p>Broader programme outcomes and key delivery milestones may be missed.</p> <p>Delays to programme if no defined resolution pathway for major issues as they arise.</p>
Financial	There are no direct financial implications arising from this option.

## RATIONALE FOR THE RECOMMENDATIONS

### 1. OVERVIEW OF THE PROBLEM OR OPPORTUNITY

- 1.1 The terms of reference for the Rangitāne o Manawatū Committee include:
- '2. To have oversight of progress and implementation of programmes of work agreed in Kawenata in Relation to Te Motu o Poutoa Agreement, including but not limited to the following strategic project(s):
    - a) Development of a reserve management plan for Te Motu o Poutoa; and
  - 5. In the spirit of partnership, to recommend to Council:
    - b) The reserve management plan for Te Motu o Poutoa'
- 1.2 This report provides the Committee with an overview of the management of Long-Term Plan (LTP) programmes associated with Te Motu o Poutoa and seeks support for the establishment of a Programme Steering Group.

### 2. BACKGROUND AND PREVIOUS COUNCIL DECISIONS

- 2.1 Council made provision within the LTP 2024-34 for the development of Te Motu o Poutoa, with public facilities, visitor and education attractions.
- 2.2 The developments are spread over two programmes:
- 2239 – Te Motu o Poutoa – Design and Consenting
  - 1895 – Te Motu o Poutoa Development Plan – Implementation
- 2.3 The LTP also includes Programme 2456 – Cliff Road Upgrade – Te Motu o Poutoa to facilitate changes in road use associated with the development of Te Motu o Poutoa.
- 2.4 The LTP makes provision for a total investment in the development of Te Motu o Poutoa – ANZAC Park of \$19.2M spread over three years. The expenditure and timing assumptions are summarised in Table 1.

	2024/25	2025/26	2026/27
Programme	\$'000s	\$'000s	\$'000s
2239 – Design and Consenting	685	532	
1895 - Development Plan Implementation		6,404	7,266
2456 – Cliff Road Upgrade	500		3,809
<b>TOTAL</b>	1,185	6,936	11,075

Table 1: LTP 2024-34 financial provisions for Te Motu o Poutoa – ANZAC Park Development

- 2.5 The LTP funding assumptions are that Council will contribute \$9.8M to the development of Te Motu o Poutoa – ANZAC Park, Rangitāne o Manawatū would fund \$2M, with the remaining \$3M funded by external parties.
- 2.6 The funding assumptions for Cliff Road are Council would fund \$2.1M of the \$4.3M required.
- 2.7 Construction will not commence until all funding is secured. Programme 2239 includes activities which support external fundraising efforts.
- 2.8 Construction is currently scheduled to occur between 1 July 2025 and 30 June 2027.

### 3. PROGRAMME STATUS

- 3.1 The design, consent and fundraising phases of LTP programmes 2239 and 2456 have commenced. Given the inter-relationships between the development of Te Motu o Poutoa and upgrade of Cliff Road, the two LTP programmes are being managed as a single programme. The Programme Sponsor (Owner) is the Manager Parks and Reserves.
- 3.2 The Programme Sponsor has engaged Steve Bramley from SGL Funding Limited as the Programme Director. The Programme Director will report directly to the Project Sponsor. The Programme Director is responsible for the overall project leadership and management responsibility with a strategic, funding, and problem-solving focus.
- 3.3 Four projects make up the programme:
  - Fundraising
  - Resource Consent
  - Building Design and Consent
  - Cliff Road Design
- 3.4 The Programme Director will work collaboratively with the Programme Sponsor, and the four project managers, and have full oversight of all aspects, including:
  - support for a co-design, co-invest, and co-deliver approach by PNCC and Rangitāne
  - building design and consent (procurement and development, including quality, programme, cost, and risk management, plus contract management)
  - securing of resource consent for the building and roading upgrade (as required)

- design and consent of access road and intersection upgrade (as required)
  - future operations planning/implementation including operating financial projections)
  - capital funding guidance and support for the PNCC funding management team and project governance as required
  - project positioning for success, stakeholder management, and communications
  - to specifically consider and help address key strategic issues and matters including land security and future project structural solutions (including ownership, governance, and management)
  - project reporting and liaison as required to project governance, Council, Rangitāne, and other project and funding stakeholders.
- 3.5 The Programme Director is establishing the Programme Control Group (PCG), which will comprise of the Programme Director and the four project managers. The PCG will meet monthly with a focus on day-to-day programme management activities, ensuring that the programme is being delivered according to the programme plan and that immediate risks and issues are being addressed.
- 3.6 The Programme Director has met with the three existing project managers and is in the process of engaging the project manager for the building design and consent project. At the time this report was written, the resource consent and Cliff Road design projects were in the planning phase and the fundraising project in the delivery phase.
- 3.7 Figure 1 shows the programme management structure for projects associated with LTP programmes 2239 and 2456.

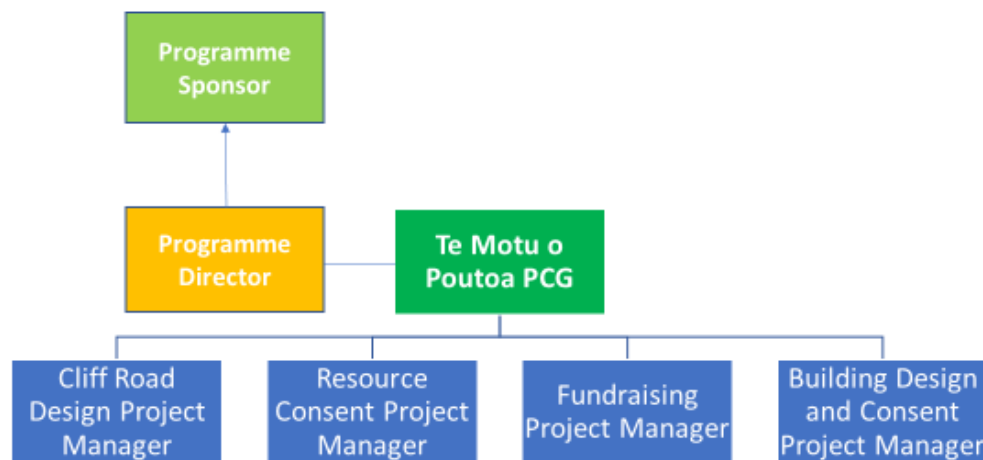


Figure 1: Te Motu o Poutoa Programme Structure

#### 4. PROGRAMME GOVERNANCE

- 4.1 The development of Te Motu o Poutoa has entered a new stage of work, which includes consenting and design, external fundraising and consideration of the future governance and management of the civic marae.
- 4.2 Council staff propose the establishment of a Programme Steering Group (PSG) to support this stage of the programme.
- 4.3 The Te Motu o Poutoa PSG will be responsible for oversight and assurance that the programme outlined in Section 3 remains on track, aligned with the objectives and principles contained within the draft business case (reproduced in Attachment 1), and within scope and budget.
- 4.4 This structure is a traditional approach to programme organisation and governance that utilises delegated levels of authority to promote efficient delivery within agreed limitations at various levels.
- 4.5 In summary, the PSG will operate at the project governance level, the PCG at the tactical level, the project managers at the operational level, with the Programme Director being the conduit between the various levels.
- 4.6 The proposed structure for governance of Te Motu o Poutoa programme is shown in Figure 2.

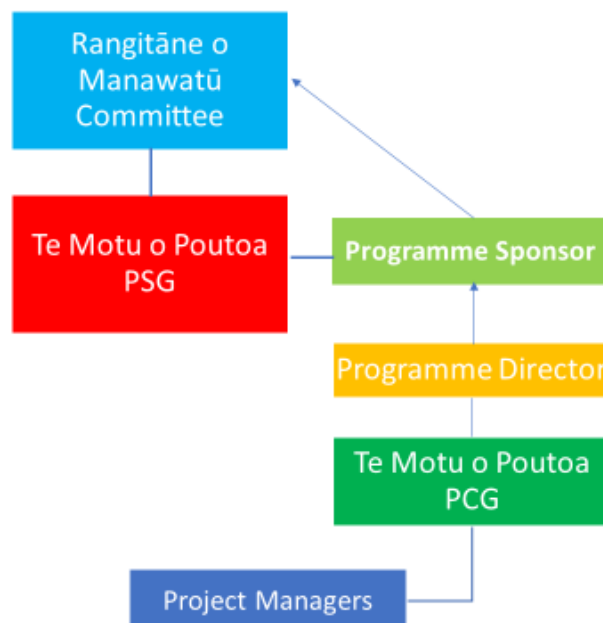


Figure 2: Te Motu o Poutoa Programme Governance Structure



- 4.7 In keeping with the partnership and collaboration principles of the Kawenata, it is proposed that membership of the PSG comprise of representatives of Rangitāne o Manawatū and the Council.
- 4.8 The suggested membership is six, comprising:
- The Chair Rangitāne o Manawatū Committee
  - The Deputy Chair Rangitāne o Manawatū Committee
  - Two nominations from Rangitāne o Manawatū
  - One PNCC Elected Member
  - One member PNCC Senior Leadership Team
- 4.9 The Programme Sponsor and Programme Director will attend PSG meetings. A draft term of reference (TOR) has been prepared and is attached to this report. The Draft TOR will be considered by the PSG at their first meeting.
- 4.10 It is envisaged that the PSG would meet every two months, in between meetings of the Rangitāne o Manawatū Committee. The minutes of the PSG meetings will be included within the bi-monthly Te Motu o Poutoa reports to the Rangitāne o Manawatū Committee.

## 5. DESCRIPTION OF OPTIONS

- 5.1 **Option 1:** Establish a Programme Steering Group (PSG) to provide oversight of the Te Motu Poutoa/Cliff Road development programme with representation from Rangitāne o Manawatū and Council.
- 5.2 **Option 2:** Status Quo: Do not establish a governance structure for the Te Motu Poutoa/Cliff Road development programme.

## 6. ANALYSIS OF OPTIONS

- 6.1 A PSG is a traditional approach to programme governance. It is a well-tested and efficient mechanism for ensuring that capital programme(s) stay on track, within scope and budget whilst achieving the programme outcomes. It provides a resolution pathway for major issues escalated from the Programme Director.
- 6.2 A PSG, with representation from Rangitāne o Manawatū and Council, is consistent with the partnership and collaborative approach embedded in the Kawenata.
- 6.3 Without an appropriate governance structure to provide oversight of the programme, broader programme outcomes and key delivery milestones may be missed. Furthermore, programmes can be delayed if there is not a defined pathway for the Programme Director to get decisions on matters which have an impact on the wider programme.

## 7. CONCLUSION

- 7.1 The development of Te Motu o Poutoa has entered a new stage. It is appropriate to establish a programme construct that includes programme governance.
- 7.2 A Programme Steering Group (PSG) is a traditional approach to programme organisation and governance that utilises delegated levels of authority to promote efficient delivery within agreed limitations at various levels.
- 7.3 A PSG with membership from Rangitāne o Manawatū and Council is consistent with the partnership and collaboration principles of the Kawenata.

## 8. NEXT ACTIONS

- 8.1 Interested Elected Members to submit an expression of interest to the Mayor (who will make recommendation to Council). Council to appoint one Elected Member and one Officer.
- 8.2 First meeting of the PSG to receive a programme report from the Programme Director and discuss the terms of reference for the Te Motu o Poutoa PSG.
- 8.3 Council to agree the final terms of reference.

## 9. OUTLINE OF COMMUNITY ENGAGEMENT PROCESS

- 9.1 Council sought community views on the development of Te Motu o Poutoa as part of the draft LTP process.
- 9.2 Council has not engaged with the community on the governance of the Te Motu o Poutoa programme of works. Council would not usually engage with the community on the construct for the delivery of a programme that has been approved through the LTP or Annual Plan.

## 10. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide? If Yes quote relevant clause(s) from Delegations Manual	<b>No</b>
Are the decisions significant?	<b>No</b>
If they are significant do they affect land or a body of water?	<b>No</b>
Can this decision only be made through a 10 Year Plan?	<b>No</b>
Does this decision require consultation through the Special Consultative procedure?	<b>No</b>
Is there funding in the current Annual Plan for these objectives?	<b>Yes</b>
Are the recommendations inconsistent with any of Council's policies or plans?	<b>No</b>

<p>The recommendations contribute to:</p> <p>Whāinga 4: He tāone toitū, he tāone manawaroa</p> <p>Goal 4: A sustainable and resilient city</p>	
<p>The recommendations contribute to the achievement of objective/objectives in:</p> <p>11. Mahere mō te kanorau koiora me Te Awa o Manawatū</p> <p>11. Biodiversity and the Manawatū River Plan</p> <p>The objective is: Encourage and enable the community's connection with the Manawatū River</p> <p>Action: Develop Te Motu o Poutoa</p>	
<p>Contribution to strategic direction and to social, economic, environmental and cultural well-being</p>	<ul style="list-style-type: none"> <li>• Council will work in partnership with Rangitāne.</li> <li>• Respect and enhance the Mauri of the Manawatū River.</li> <li>• The Manawatū River Framework states 'to identify and appropriately develop Rangitāne sites of cultural and historical significance'. This site was identified for development and management planning.</li> </ul>

## ATTACHMENTS

1. Te Motu o Poutoa - Project Objectives and Principles [↓](#) 
2. Draft Terms of Reference - Te Motu o Poutoa PSG [↓](#) 



## Initial Directions from Preliminary Workshop (April 2023)

A preliminary workshop was held at Rangimarie Marae on 21 April 2023 and included representatives from, Rangitāne, Palmerston North City Council, and the project team, and was co-facilitated by Steve Bramley and Neil Anderson.

### Objectives

The project's agreed objectives were as follows:

1. 'Working Together' Exemplar: To undertake the development of Te Motu-o-Poutoa as an exemplar of working together and as an authentic partnership between the Council and mana whenua, and which is also based on the principle of co-design, co-invest, and co-deliver
2. Preservation and Restoration: To preserve and care for Te Motu-o-Poutoa as a cultural heritage site of fundamental importance to Rangitāne and to the city
3. Identity: To be a key location where our community confidently embrace our unique long history as Rangitāne and as a city
4. Connection and Learning: To develop a city Marae and Cultural Centre for Te Motu-o-Poutoa with a strong focus as a place of gathering and/or learning for cultural, civic, and environmental purposes – for iwi, residents, and visitors
5. Events: To provide a (bookable) event venue for cultural, public, and corporate event activity for Rangitāne and the city needs
6. Further Key Amenities and Services: To provide further amenities and activities that support these objectives including the operational sustainability of the site (e.g., food and beverage offering, retail, river tourism, etc)

### Guiding Principles

The project's guiding principles were agreed as follows:

#### Foremost:

1. Whole of community access and more so, whole of community comfort to be on site
2. A quality offering which is the pride of Rangitāne and the city and which reflects our identity - a must go to for locals and visitors
3. Connectedness (physical, cultural, environmental, educational, tourism/economic) and non-duplication
4. Operational sustainability

#### And also:

5. Environmental sustainability ('90% 'net zero carbon/energy/water)
6. Cultural/identity narrative is integral
7. Accessibility - ease of physical access by all user

# Te Motu o Poutoa Programme Steering Group (PSG)- Terms of Reference

## Purpose

The Te Motu o Poutoa Programme Steering Group (PSG) will provide oversight and assurance of the Te Motu o Poutoa programme.

Outcomes will be:

- Acknowledgement of and respect for the principles of the Treaty of Waitangi
- Decisions made collaboratively and in accordance with the principles of the Kawenata.
- Programme remains aligned with the stated objectives and principles
- Programme delivered within scope and budget.

## Scope

Oversight of programmes related to Te Motu o Poutoa and contained within LTP 2024-34 including design and consenting, securing external funds and, once all funding has been secured, the development of the civic marae, visitor facilities and upgrade of Cliff Road.

## Functions

- Receive reports from the Programme Director and Programme Sponsor on progress on the programme of works
- Consider risks and other matters raised by the Programme Director and Programme Sponsor and provide direction on their resolution
- Advise the Programme Director and Programme Sponsor of any emerging external issues/opportunities that may impact on the delivery of the programme and how they could be addressed
- Identify opportunities for raising external funds
- Lend support to funding applications made on behalf of the programme
- Provide advocacy for the programme within the Palmerston North community and New Zealand

## Accountability

The Programme Sponsor will report back to each meeting of the Rangitāne o Manawatū Committee on matters raised during PSG meetings and any actions arising.

## Membership

- The Chair Rangitāne o Manawatū Committee



- The Deputy Chair Rangitāne o Manawatū Committee
- Two nominations from Rangitāne o Manawatū
- One PNCC Elected Member
- One member PNCC Senior Leadership Team

The PSG will nominate the Chair at the first meeting  
 The agenda will be circulated by the Programme Sponsor  
 Minutes will be taken by the Programme Director  
 The quorum will be 2/3 membership.  
 The maximum number of members will be 6

### **Meeting Frequency**

The PSG will meet every two months

### **Delegations**

The Group does not hold any delegations and has no authority to make decisions or commitments on behalf of Council other than the authority of any individual member set out in the Council's Delegations or New Zealand legislation.

### **Term of Steering Group**

The Te Motu o Poutoa Steering Group will commence on 1st October 2024 and be discharged at the completion of the Te Motu o Poutoa development programme of works, forecast to be 30 June 2027.

Appointments will be for the term of the Group unless otherwise stipulated above.

### **Variation of TOR**

Membership changes will be agreed by the Chair and Deputy Chair of the Rangitāne o Manawatū Committee.

The first meeting of the PSG will finalise the TOR, for adoption by the Council. Any other amendments to the TOR may be agreed by the majority of the membership of the PSG.

Date of Council agreement of original TOR:  
 Dates of any amendments:







## MEMORANDUM

**TO:** Rangitāne o Manawatū Committee

**MEETING DATE:** 11 September 2024

**TITLE:** Te Whiri Kōkō - Council Engagement with Rangitāne o Manawatū

**PRESENTED BY:** Todd Taiepa, Poutoko Aporei Principal Māori Advisor

**APPROVED BY:** David Murphy, General Manager Strategic Planning

### RECOMMENDATION TO RANGITĀNE O MANAWATŪ COMMITTEE

1. That the Committee receive the memorandum titled 'Te Whiri Kōkō - Council Engagement with Rangitāne o Manawatū' presented to the Rangitāne o Manawatū Committee on 11 September 2024.

#### 1. ISSUE

- 1.1 Te Whiri Kōkō is a key engagement forum between Rangitāne o Manawatū (Rangitāne) and Palmerston North City Council (PNCC). The forum undertakes the sharing of information, current and upcoming projects and programmes, and establishes how and who will progress work on behalf of Rangitāne o Manawatū.
- 1.2 This regular memorandum is presented to the Rangitāne o Manawatū Committee to provide an overview of key issues that are tabled at the forum. It covers the five meetings held since the previous update, in April, May, June, July and August 2024.

#### 2. MATTERS RAISED IN TE WHIRI KŌKŌ

##### Long-Term Plan update

- 2.1 The draft Long-Term Plan (LTP) which was out for public consultation was summarised for the iwi leaders in some detail. Key areas of interest were the facilities investment proposed including Te Motu o Poutoa, the multicultural and Pasifika centres, the Awapuni Library community hub and the Te Pātiktiki library.
- 2.2 There was a discussion around how consultation would be undertaken regarding Te Motu o Poutoa, particularly in terms of having signage at the site and whether there would be public sessions to outline the details of the project.

### **Māori Wards**

- 2.3 Following a notice of motion, Council determined on 1 May that it would endorse the current representative structure and prepare a submission for the Select Committee. The draft submission was shared with Rangitāne for comment, with the final submission agreed by Council on 29 May.
- 2.4 The Government's coalition agreement set out its intention to amend the Local Electoral Act to require councils to hold a referendum on Māori wards in 2025, to apply for 2028. Rangitāne does not support this approach and will be advocating alongside other iwi for this not to go ahead. They encourage PNCC to support this stance and will be expressing this formally to the Elected Members.
- 2.5 There was great support from Rangitāne for the PNCC submission to Government in response to the changes proposed, with many Elected Members travelling to Wellington to speak in support. Rangitāne commented that it was good to see that the Mayor and Councillors are so proactively supportive of kaupapa Māori.
- 2.6 Further at the August hui Rangitāne were appreciative that the Mayor and Councillors were so supportive of the retention of the Te Pūao Māori Ward and would publicly acknowledge this.

### **Te Motu o Poutoa**

- 2.7 A draft report has been completed on the management and governance options having considered the benefit/costs of other models operating in Aotearoa/New Zealand. This process included feedback from Rangitāne representatives and discussions are still progressing. Detailed design and consenting stages of the project are included in the 2024-34 LTP, but building would not commence on site until all project funding was secured.

### **Identifying Options for Natural Burials in the City**

- 2.8 Following the August Te Whiri Kōkō hui, PNCC staff and representatives of Rangitāne met Bronwyn Ferry onsite at the Ashhurst Domain and identified a potential location for natural burials that encompassed Te Ao Māori principles and the overall management and community aspirations for The Domain. Further information will be included in the Officer report to the Strategy & Finance Committee on the Draft Ashhurst Domain Management Plan. Officers will recommend to Council that provision for a natural burial area be included within the draft management plan, for consultation with the community.

## **3. ADDITIONAL UPDATES**

- 3.1 In addition to the matters detailed above, Officers provided updates on the following projects:

- Staff training module focused on partnership settings with Rangitāne for new staff. Being developed by Kairaukaha and Māori Advisory.
- Change of translation provider to Tai Huki consultants.
- CEDA promotion of MBIE's Regional Business Partnership Network.
- Multiuse indoor and outdoor covered court study.
- Signs and Use of Public Spaces Bylaw review.
- Draft Waste Management and Minimisation Plan approved for consultation alongside the LTP.
- Draft Dog Control Policy and Animal and Bees Bylaw (summary of submissions).
- Vegetation Framework review update.
- Te Utanganui Master Plan.
- Matters before the District Licensing Committee.
- Māori Wards Bill.
- Age Friendly Communities and proposed action plan.
- Ada Street fires – community engagement approach and feedback.
- Setters Line street naming.
- Discussion on how better alignment could be achieved regarding Council's work alongside Whānau Ora programmes in the City.
- Update on new animal shelter. Rangitāne considering a name for the facility.
- Tamakūkū Terrace – initiation of Stage Two.
- Launch of new bus service and the building programme for new bus shelters and decommissioning of some existing stops.
- Featherston Street update.
- Progress and staging for the Palmerston North to Fielding shared pathway.
- Ruahine Reserve complete with dawn opening planned for May 8.
- Custom Street preferred location for Ashhurst Campervan Dump Station.
- Progress in discussions around kī-o-rahi field for the city progressing well.
- Ashhurst Domain Reserve Management and Development Plan.
- Omnibus Reserve Management Plan.
- Drinking Water Safety plans for Longburn, Ashhurst and Bunnythorpe will be lodged soon.
- A number of drinking water upgrades are underway for our bore sites.
- Centennial Drive mains replacement.

- River flows remain low. There is a significant cost to the city for the additional treatment that is then required.
- Whakarongo Lagoon progressing well.
- 75% of the gasworks drain clearance has taken place and the project will be completed by the end of May.
- New pumps have been ordered for the Wikiriwhi and Clausen Street pump stations.
- “Rakau – Being a Palmerstonian” training completed by Elected Members and Senior Leadership Team highly praised for assisting leaders to better culturally and historically contextualise their decision-making in the city.
- Organisational realignment.
- Delivery of capital programme.
- Stormwater management.
- Organising dawn opening ceremony for the new animal shelter ‘Te Whare Kouru’.
- New staff introductions.
- CEDA and PNCC staff attended a joint Treaty of Waitangi training course.
- Rangitāne introduced to Customer Experience Strategy and feedback is being sought from them in this regard.
- Review of Dangerous and Insanitary Buildings Policy, Food Security and Resilience Policy.
- Needs Assessment/Issues and Options Study for Canoe Polo Facilities at the Hokowhitu lagoon.
- Housing Insecurity Response Plan update.
- Planning for the Pūanga event at the Arena update and the Pūanga Passport-to-Play activity booklet to be handed out to whānau. Also supporting Te Kāwai Kainga – a collective of Rangitāne whānau holding an event at Te Motu o Poutoa to celebrate Rangitāne whanaungatanga.
- Presentation from Te Manawa about their plan to integrate more Te Ao Māori content across the facility as well as aspirations to upgrade the science centre.
- Design partnership with He Aho Tangata – Rangitāne kaimahi toi collective, commissioning indigenous tohu to reinforce corporate values project.
- Update on Waka Kotahi's co-funding for joint projects arrangements which are under review.

- Palmerston North to Bunnythorpe shared pathway. Funding reduced in the short term under the LTP. Ongoing work with Horizons regarding bridges over the Mangaone and Jacks Creeks.
- Deferral of Manawatū River Pathway to Year 4 of the LTP.
- Urban Cycle Network Masterplan.
- Parks capital programme.
- Turitea water supply main.
- Rangitāne agree to participate in the Volunteer Central public workshop on inclusive business to be held later in 2024.
- Commitment to work through plan change for Roxburgh Crescent with Rangitāne.
- Heritage Advisory Group. Council asking if Rangitāne would like to be represented here and if so to identify representation.

#### 4. NEXT STEPS

- 4.1 Continue to deliver Te Whiri Kōkō and adjust regular reporting based on feedback received on this report.

#### 5. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide? If Yes quote relevant clause(s) from Delegations Manual	<b>Yes</b>
Are the decisions significant?	<b>No</b>
If they are significant do they affect land or a body of water?	<b>No</b>
Can this decision only be made through a 10 Year Plan?	<b>No</b>
Does this decision require consultation through the Special Consultative procedure?	<b>No</b>
Is there funding in the current Annual Plan for these actions?	<b>Yes</b>
Are the recommendations inconsistent with any of Council's policies or plans?	<b>No</b>
The recommendations contribute to: All of Council's Goals	
The recommendations contribute to the achievement of objective/objectives in: 14. Mahere mana urungi, kirirautanga hihiri 14. Governance and Active Citizenship Plan The objective is: Gather and use data to inform decision-making and Council activities.	
The recommendations contribute to the achievement of action/actions in (Not	

Applicable)	
Contribution to strategic direction and to social, economic, environmental and cultural well-being	Rangitāne o Manawatū is a Tiriti partner and has the status of mana whenua and holds customary authority for the Palmerston North area. Much of the focus of joint programmes is to ensure there are pathways for the restoration of mana whakahaere or influence on those matters that remain a priority for the iwi. This can be summarised as the ability for iwi to practise rangatiratanga and kaitiakitanga in their rohe (customary authority and guardianship within their customary area).

## ATTACHMENTS

NIL

## COMMITTEE WORK SCHEDULE

**TO:** Rangitāne o Manawatū Committee

**MEETING DATE:** 11 September 2024

**TITLE:** Work Schedule for Mahuru September 2024

### RECOMMENDATION TO RANGITĀNE O MANAWATŪ COMMITTEE

1. That the Rangitāne o Manawatū Committee receive its Work Schedule dated Mahuru September 2024.

### COMMITTEE WORK SCHEDULE

Report Date	Subject	Officer Responsible	Current Position	Date of Instruction & Clause number
<del>Mahuru September 2024</del>	<del>Te Motu o Poutoa Development Plan - Progress Report</del>	<del>GM - Infrastructure</del>		<del>Terms of Reference</del>
<del>Mahuru September 2024</del>	<del>Te Whiri Kōkō - Council Engagement with Rangitāne o Manawatū</del>	<del>GM - Strategic Planning</del>	<del>Standing Item for every meeting</del>	<del>26 April 2023 Clause 4- 23</del>
Whiringa-ā-nuku October 2024	Te Motu o Poutoa Development Plan - Progress Report	GM - Infrastructure		Terms of Reference
Whiringa-ā-nuku October 2024	Te Whiri Kōkō - Council Engagement with Rangitāne o Manawatū	GM - Strategic Planning	Standing Item for every meeting	26 April 2023 Clause 4- 23
Paenga-whāwhā April 2025	Te Āpiti Master plan - progress report	Chief Infrastructure Officer		26 April 2023 Clause 4- 23
Paenga-whāwhā April 2025	Manawatū River framework - progress report	Chief Infrastructure Officer		26 April 2023 Clause 4- 23

**Attachment:** Rangitāne o Manawatū Terms of Reference.

## RANGITĀNE O MANAWATŪ COMMITTEE

### Terms of Reference

Chair <sup>1</sup>	The Mayor
Deputy Chair	Mr Wiremu Te Awe Awe
Membership (10) (Mayor, 4 Hirawanui ward councillors, 2 Te Pūao ward councillors and 3 Rangitāne representatives)	<p><i>Te Hirawanui ward councillors</i> Councillor Vaughan Dennison Councillor Karen Naylor Councillor Billy Meehan Councillor Kaydee Zabelin</p> <p><i>Te Pūao ward councillors</i> Councillor Roly Fitzgerald Councillor Debi Marshall-Lobb</p> <p><i>Rangitāne representatives</i> Ms Danielle Harris Mr Chris Whaiapu</p>
Quorum	6 (minimum of 3 members from Council and 3 members from Rangitāne)
Meeting schedule	Quarterly
Venue	Meetings may be held at Council Chambers and marae.

### Terms of Reference:

1. To consider matters relating to the wellbeing of Māori in Palmerston North, by monitoring:
  - a. City wellbeing data from a demographic perspective (Māori)
  - b. Long Term Plan community outcome commitments and impact on the local Māori communities
2. To have oversight of progress and implementation of programmes of work agreed in Kawenata in Relation to Te Motu o Poutoa Agreement, including but not limited to the following strategic projects:
  - a. Development of a reserve management plan for Te Motu o Poutoa
  - b. Manawatū River Framework
3. To consider matters of strategic relevance to Māori, including but not limited to:
  - a. The Manawatū River Plan
  - b. urban development and infrastructural capacity
  - c. boundary issues
  - d. water and wider environmental issues within Palmerston North City Council's authority
  - e. the development of relationships between other Iwi/Hapū and Council
  - f. participation and access

<sup>1</sup> Chair and Deputy Chair to alternate annually



4. To receive presentations on:
  - a. Te Āpiti Manawatū Gorge Masterplan
  - b. Any matter that may impact on Māori in the city

5. In the spirit of partnership, to recommend to Council:
  - a. Leadership direction or guidance with regard to Council's obligations or responsiveness to Māori in the city and related budget implications for future planning
  - b. The reserve management plan for Te Motu o Poutoa
  - c. Any emerging matters for submission to Central Government
  - d. Reserves which are wāhi tupuna to Rangitāne o Manawatū which could also fall under te Kawenata
  - e. Any modifications to Standing Orders or meeting procedures to enable the Committee to effectively operate.

### **Delegations**

Rangitāne o Manawatū Committee has been delegated the following responsibilities by Council. Within its Terms of Reference and complying with the purpose of the Local Government Act 2002, to:

- Receive or note any report or memorandum or other information submitted to the Committee.
- Instruct the Chief Executive to report back to the Committee or to Council.
- Refer any report or memorandum to any other Committee or Council for consideration.
- To undertake any special project oversight as requested by Council.