



**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 6 AUGUST 2025**

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



# RANGITĀNE O MANAWATŪ COMMITTEE MEETING

6 August 2025

## 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.

**6. Confirmation of Minutes**

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That the minutes of the Rangitāne o Manawatū Committee meeting of 2 April 2025 Part I Public be confirmed as a true and correct record.

**7. Te Motu o Poutoa - ANZAC Park - Civic Marae and Cultural Centre Programme Update**

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

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

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

**9. Work Schedule for Here-Turi-Kōkā August 2025**

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**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.



## 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 02 o Paenga-whāwhā 2025, 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 02 April 2024, commencing at 2.02pm.**

**Members Present:** The Mayor (Grant Smith) (in the Chair), Mr Wiremu Te Awe Awe, Councillors Vaughan Dennison, Roly Fitzgerald, Debi Marshall-Lobb, Billy Meehan, Kaydee Zabelin and Ms Danielle Harris.

**Members Present Online:** Councillor Karen Naylor.

**Non Members:** Councillor Patrick Handcock.

**Apologies:** Ms Danielle Harris, Councillor Debi Marshall-Lobb and Councillor Billy Meehan for early departure, and Mr Chris Whaiapu.

Ms Danielle Harris declared an interest in the following items: Item 8 'Te Āpiti Masterplan Update' (clause 4), Item 9 'Palmerston North Stormwater Strategy - Update on Progress' (clause 5), and Item 10 'Te Whiri Kōkō - Council Engagement with Rangitāne o Manawatū' (clause 6).

### Karakia Timatanga

Mr Wiremu Te Awe Awe opened the meeting with karakia.

### 1-25 Apologies

Moved Grant Smith, seconded Wiremu Te Awe Awe.

The **COMMITTEE RESOLVED**

1. That the Committee receive the apologies.

Clause 1-25 above was carried 9 votes to 0, the voting being as follows:

**For:**

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

## **2-25 Confirmation of Minutes**

The minutes of the 30 October 2024 Committee meeting will be amended to record the attendance of Councillor Patrick Handcock.

Moved Debi Marshall-Lobb, seconded Vaughan Dennison.

### **The COMMITTEE RESOLVED**

1. That the minutes of the Rangitāne o Manawatū Committee meeting of 30 October 2024 Part I Public be confirmed as a true and correct record, as amended.

Clause 2-25 above was carried 8 votes to 0, with 1 abstention, the voting being as follows:

#### **For:**

Mr Wiremu Te Awe Awe, Councillors Vaughan Dennison, Roly Fitzgerald, Debi Marshall-Lobb, Billy Meehan, Karen Naylor, Kaydee Zabelin and Ms Danielle Harris.

#### **Abstained:**

The Mayor (Grant Smith).

## **3-25 Te Motu o Poutoa Civic Marae and Cultural Centre Programme Update**

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

Moved Grant Smith, seconded Wiremu Te Awe Awe.

### **The COMMITTEE RESOLVED**

1. That the Committee receive the memorandum titled 'Te Motu o Poutoa Civic Marae and Cultural Centre Programme Update' presented to the Rangitāne o Manawatū Committee on 2 April 2025.

Clause 3-25 above was carried 9 votes to 0, the voting being as follows:

#### **For:**

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

## **4-25 Te Āpiti Masterplan Update**

Memorandum, presented by Aaron Phillips, Activities Manager – Parks, and Kathy Dever-Tod, Manager Parks and Reserves.

Moved Grant Smith, seconded Wiremu Te Awe Awe.

The **COMMITTEE RESOLVED**

1. That the Committee receive the memorandum titled 'Te Āpiti Masterplan update' presented to the Rangitāne o Manawātū Committee on 2 April 2025.

Clause 4-25 above was carried 9 votes to 0, the voting being as follows:

**For:**

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

Moved Grant Smith, seconded Wiremu Te Awe Awe.

The **COMMITTEE RESOLVED**

2. That the Committee refer funding of the ongoing costs to Council of managing the Te Ahu a Turanga gateway carpark to the 2025/26 Annual Budget deliberations.

Clause 4-25 above was carried 8 votes to 1, the voting being as follows:

**For:**

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

**Against:**

Councillor Karen Naylor.

**5-25**

**Palmerston North Stormwater Strategy - Update on Progress**

Memorandum, presented by Jono Ferguson-Pye, Manager City Planning, Hilary Webb, Planner, and Siobhan Karaitiana, Kaupapa Taiao Specialist, Kāhu Environmental Ltd.

Moved Grant Smith, seconded Vaughan Dennison.

The **COMMITTEE RESOLVED**

1. That the Committee receive the memorandum titled 'Palmerston North Stormwater Strategy: Update on Progress' presented to the Rangitāne o Manawātū Committee on 2 April 2025.

Clause 5-25 above was carried 9 votes to 0, the voting being as follows:

**For:**

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

**6-25**

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

Memorandum, presented by Todd Taiepa, Manager Maori Advisory.

Moved Grant Smith, seconded Wiremu Te Awe Awe.

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 2 April 2025.

Clause 6-25 above was carried 9 votes to 0, the voting being as follows:

**For:**

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

**7-25**

**Work Schedule for Paenga-whāwhā April 2025**

Moved Grant Smith, seconded Wiremu Te Awe Awe.

The **COMMITTEE RESOLVED**

1. That the Rangitāne o Manawatū Committee receive its Work Schedule dated Paenga-whāwhā April 2025.

Clause 7-25 above was carried 8 votes to 1, the voting being as follows:

**For:**

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

**Against:**

Councillor Karen Naylor.

**Karakia Whakamutunga**

Mr Wiremu Te Awe Awe closed the meeting with karakia.

The meeting finished at 3.09pm

Confirmed 6 August 2025

**Chair**

## MEMORANDUM

**TO:** Rangitāne o Manawatū Committee

**MEETING DATE:** 6 August 2025

**TITLE:** Te Motu o Poutoa - ANZAC Park - Civic Marae and Cultural Centre Programme Update

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

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

### RECOMMENDATION TO COUNCIL

1. That the Committee receive the memorandum titled 'Te Motu o Poutoa - ANZAC Park - Civic Marae and Cultural Centre Programme Update' dated 6 August 2025.

#### 1. ISSUE

- 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 update on the Civic Marae and Cultural Centre programme of works.

#### 2. BACKGROUND

- 2.1 Council established the Te Motu o Poutoa Programme Steering Group (PSG), to provide governance to the programme to develop a civic marae and cultural centre at Te Motu o Poutoa.
- 2.2 The PSG membership includes the Chair and Deputy Chair of the Rangitāne o Manawatū Committee, two Rangitāne representatives, one Elected Member and one member of the Senior Leadership Team.

- 2.3 At each PSG meeting, the Programme Director presents a report that covers the status of the programme, including the activities of the Project Control Group (PCG) and the programme risk register.
- 2.4 The matters arising from the PSG meetings of 28 November 2024 and 21 February 2025 meetings were presented to the Rangitāne o Manawātū Committee on 2 April. The Committee received the report.

### 3. PSG MEETINGS

- 3.1 Since the last Committee meeting the PSG met on three occasions: 27 March, the 29 April and 5 June. The agenda and minutes are attached to this report.
- 3.2 Following each meeting, the agenda and draft minutes were circulated to Elected Members for information.

**27 March Meeting** - The main agenda items were the application to the Ministry of Business Innovation & Employment (MBIE) Regional Infrastructure Fund (RIF) and the resource consent.

- 3.3 The meeting discussed the merits of reducing the application to MBIE from \$4M to \$3M, so that it could be considered under the Māori Economic Development pathway. Under the Economic pathway the grant would then be the sole decision of Minister Potaka and not the Ministerial Panel.
- 3.4 The meeting agreed the project team would continue to liaise with MBIE staff and Mayor Grant Smith would also call Minister Potaka direct to both advocate for the project and to seek his advice how to best proceed.
- 3.5 The Activities Manager - Parks, Aaron Phillips, joined the meeting to speak to the draft resource consent conditions.
- 3.6 The meeting discussed the need for the facility to have the flexibility to be an evening restaurant venue, capturing the magic of the night-time view, and be open as a café early enough in the morning to cater for the early morning walkers.
- 3.7 Consequently, the PSG agree that the facility's proposed revised hours, for the consent application were:
  - a) For the café/restaurant operation from 7.00 am – to 10.30 pm Monday to Thursday and 7.00 am to 11.00 pm on Fridays, Saturdays, and Sundays
  - b) Retail/Gallery and day experiences to match the café hours (as would use the same staff and payment facilities as café/restaurant and could therefore retain the ability to sell an item to someone dining in the evening, for example, not operating like a traditional retail store but as an adjunct to the café).
- 3.8 It was noted that the extended evening operations could require some further noise, traffic, and possible lighting assessments and a delay in filing the resource consent application.

**29 April Meeting** – The main agenda items were updates on the funding applications and the roading and resource consent components of the programme, and presentations of the cost-benefit analysis and the retail concept.

- 3.9 In liaison with MBIE staff the decision was made to resubmit the project's RIF application by Rangitāne for \$3 million, to be considered under the Māori Economic Development pathway.
- 3.10 Applications were also submitted during April to each of Central Energy Trust and Eastern and Central Community Trust. In both cases the application amount was \$500k.
- 3.11 The Activities Manager – Parks, Aaron Phillips advised the meeting that rewriting the consent application, for the noise, traffic, and planning reports to accommodate a restaurant service was complete and that a full noise assessment was now required. Delivery of the assessment is expected to take a further month.
- 3.12 With overall Council budget pressures, and to minimise construction vehicle damage to the road, the Steering Group agreed that the Cliff Road budget should be spread over FY2025/26 and FY2026/27 and the project programme adjusted accordingly, with some of the lower road section and flood mitigation work to occur in the first year.
- 3.13 To support the funding process a Cost Benefit Analysis was completed by Market Economics and circulated ahead of the meeting. Neil Anderson (Te Motu o Poutoa Operations Advisor) and Lawrence McIlrath (Market Economics) joined the meeting, and Lawrence presented a summary of his Cost Benefit Analysis (CBA) report.
- 3.14 The report estimated a Benefit Cost Ratio of 1.16 at a 2% discount rate and a Benefit Cost Ratio (BCR) of 1.07 with a discount rate of 8%. A BCR above one meant the benefits outweigh costs and for this type of project Mr McIlrath advised this was a good result. The CBA also remained above 1 with the higher discount rate of 8%, or with delayed 5-year visitation growth, or with increased capital cost (by 15%).
- 3.15 David Sweatman from Space Studio joined the meeting and presented the Retail Concept Design which had also been pre-circulated. The PSG supported the retail concept design overall and provided feedback. Members were also invited to provide individual feedback via a form.
- 3.16 During general business the PSG discussed acknowledgement of ANZAC Park in future branding of the new civic marae and cultural centre, consistent with the December 2021 resolution of the Council – *'That Anzac Park reference and status is retained when referring to Te Motu o Poutoa.'*

**5 June Meeting** – The main agenda items were fundraising and branding, and presentation of the developed design, cultural narrative, programme update and cost.

- 3.17 The meeting noted that the funding applications to ECCT and CET had been successful, with confirmation of grants of \$500K from each organisation.
- 3.18 The programme director advised that there had been considerable discussion with Kanoa staff re the type of funding and the legal structure. The PSG reinforced the importance of \$3 million being provided as grant funding, and that the applicant entity remains the Rangitāne Settlement Trust.
- 3.19 The discussion at the last meeting regarding incorporating 'Anzac Park' had brought to the fore the need to develop a clear brand strategy and guidelines for the project. A two-part cost-effective process was proposed – to internally develop the brand brief, and to then involve an appropriate graphic design company. Brand development timing will be reviewed once all external funding is secured.
- 3.20 The PSG discussed the transition to the CCO, with recognition the CCO would need to be in place by mid-2026 to then lead the appointment process for the Lead Manager. The meeting agreed a collective project leadership approach would be required by the PSG and CCO during 2026.
- 3.21 Murali Bhaskar from BOON presented the Developed Design. Warren Warbrick from Toi Warbrick also explained key elements of the cultural narrative - how to make it about all people with an emphasis on weaving – “weaving together the bonds of humanity.” A copy of the cultural narrative underpinning the developed design, is attached to the report. Warren Warbrick will speak to this at the meeting.
- 3.22 James Allan from WT provided an overview of the programme with a proposed building construction start in April 2026 and September 2027 for code of compliance. A copy of the revised programme and the latest cost estimate is attached to the report.
- 3.23 The costs estimate for the base build is still within the funding provision. The developed design has elements that could be delivered later if additional funding is secured, including cultural works for the wider site and additional AV equipment. It was also identified that, ideally, the entire length of the fence along the entire cliff face be replaced with a more aesthetically pleasing fence, rather than just the section in front of the new facility. This will be considered as part of asset management planning for the reserve.

#### **4. NEXT STEPS**







- 4.1 The PSG will next meet on 21 August 2025.



## 5. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide?	<b>Yes</b>
Are the decisions significant?	<b>No</b>
If they are significant do they affect land or a body of water?	
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>
The recommendations contribute to: Whāinga 4: He tāone toitū, he tāone manawaroa Goal 4: A sustainable and resilient city	
The recommendations contribute to this plan: 11. Mahere mō te kanorau koiora me Te Awa o Manawatū 11. Biodiversity and the Manawatū River Plan The objective is: Encourage and enable the community's connection with the Manawatū River Action: Develop Te Motu o Poutoa	
Contribution to strategic direction and to social, economic, environmental and cultural well-being	<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> </ul> <p>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.</p>

## ATTACHMENTS

1. PSG Agenda 27th March [↓](#) 
2. PSG Agenda 29 April [↓](#) 
3. PSG Agenda 5 June 2025 [↓](#) 
4. PSG Draft Minutes 5 June 2025 [↓](#) 
5. Programme - May 2025 [↓](#) 
6. Cultural Narrative [↓](#) 



**TE MOTU O POUTOA STEERING GROUP MEETING**  
**Thursday, 27 March 2025, 1.00 pm to 2.00 pm**  
**Executive Meeting Room, First Floor,**  
**Civic Administration Building**

<b>Members</b>	
Grant Smith	Wiremu Te Awe Awe
Vaughan Dennison	Debi Marshall-Lobb
Cameron McKay	Ruma Karaitiana
<b>In attendance</b>	
Kathy Dever-Tod	Aaron Phillips
Steve Bramley	
<ol style="list-style-type: none"> <li>1. Karakia Timatanga</li> <li>2. Apologies</li> <li>3. Declaration of Interest (if any)</li> <li>4. Steering Group Meeting Minutes – 21 February 2025</li> <li>5. Matters Arising <ul style="list-style-type: none"> <li>• Council’s consideration of Te Motu o Poutoa structure for consultation</li> <li>• Te Manawa stakeholder meeting for CCO consultation</li> </ul> </li> <li>6. Current MBIE/RIF Funding Status and Advocacy</li> <li>7. Programme Director’s Report – Steve Bramley, including: <ul style="list-style-type: none"> <li>• Updated Case and Economic Revitalisation (Content only)</li> <li>• Draft Sustainability Strategy</li> </ul> </li> <li>8. Review of Resource Consent Conditions – Aaron Phillips to join meeting (about 1.30 pm)</li> <li>9. Charitable Company: <ul style="list-style-type: none"> <li>• Council Legal Team’s Written Advice</li> <li>• Need for Tax Advice</li> </ul> </li> <li>9. General Business:</li> <li>10. Next Meeting</li> <li>11. Karakia Whakamutunga</li> </ol>	

**Te Motu o Poutoa Programme Steering Group Meeting**  
**Minutes of Meeting held on Friday 21 February at 1.00 pm**  
**CIVIC ADMINISTRATION BUILDING**

<b>Present</b>
<b>Members In Attendance</b>
Grant Smith, Ruma Karaitiana, Wiremu Te Awe Awe, Debbie Marshall-Lobb, Cameron McKay
<b>Also, In Attendance</b>
Kathy Dever-Tod, Steve Bramley (online), Richard Carr (for funders' session only)
<b>Funder Representatives (for first part of meeting only)</b>
<b>Eastern &amp; Central Community Trust (ECCT):</b> Rodney Wong (Local Trustee) David Clapperton (CE), Neil Attapattu – Community Advisor
<b>Central Energy Trust (CET):</b> Margaret Kouvelis (Chair) Liam Greer (Deputy Chair)

<b>1. Karakia Timatanga:</b> Wiremu Te Awe Awe opened the meeting with a karakia.
<p><b>2. PRESENTATION AND DISCUSSION WITH REGIONAL FUNDERS, ECCT AND CET</b></p> <p>Introductions occurred, with a warm welcome extended.</p> <p>Richard Carr led a funding presentation on screen together with a video fly through, which was supported by Steering Group members and project staff. Key supporting commentary was:</p> <ul style="list-style-type: none"> <li>• Rangitāne representatives explained and reinforced the cultural significance and history of the site.</li> <li>• Debbie Marshall-Lobb emphasised the educational importance of the site being able to deliver unique kura/school group day programmes and overnight stays, and about sharing our history and identity.</li> <li>• Mayor Grant Smith provided an overview of the project's objectives.</li> <li>• Steve Bramley explaining the reasoning for a charitable company – <i>see post meeting note under CCO item re a current New Zealand example.</i></li> <li>• Explained that the core project budget was \$15 million but funding based on up to \$16.5 million, including provisions for additional fitout, carvings, extra interpretation, and landscaping, plus escalation should the project be delayed by one year.</li> </ul> <p>Feedback from funders, and detailed follow-up information to be provided by Richard Carr and Steve Bramley, included:</p> <ul style="list-style-type: none"> <li>• Full understanding of the 'Why' case with supporting numbers including the cultural, social/educational, environmental (including energy solution detail), and economic case (including employment benefits).</li> </ul>

<ul style="list-style-type: none"> <li>• Better understanding of the visitation projections by market and business assumptions.</li> <li>• Fully understanding of the fitout and other additional costs, the overall master plan for the site, and what could be needed over time.</li> </ul> <p>Mayor Grant Smith sincerely thanked ECCT and ECT representatives for their attendance, interest, and feedback. The total discussion lasted until about 2.30 pm, with Debbie Marshall-Lobb leaving after the first hour, and funder representatives and Richard Carr leaving at the end of this session.</p>
<p><b>STEERING GROUP NORMAL MEETING RESUMED</b></p> <p>The meeting resumed at 2.30 pm, and was joined by Malcolm Thomas (Thomas Consulting) and Sarah Claridge (PNCC Governance)</p>
<p><b>3. Apologies</b></p> <p>Debbie Marshall-Lobb (now left); Vaughan Dennison</p>
<p><b>4. Declarations of Interest (if any)</b></p> <p>None.</p>
<p><b>5. Minutes 28 November 2024</b></p> <p>Moved Grant Smith, seconded Ruma Karaitiana that the minutes of the last meeting were accepted as a true and correct record ...Carried.</p>
<p><b>6. Matters Arising</b></p> <p>Grant Smith acknowledged and thanked the Rangitāne Settlement Trust for their pre-Christmas correspondence and confirmation of their direct funding contribution together with their leadership role with a project application to the Regional Infrastructure Fund.</p>
<p><b>7. Programme Director's Report</b></p> <p>Many of the Programme Director's report items including the updated cost estimate and resource consent status had been addressed during the funders' session.</p> <p>Moved Grant Smith, seconded Cameron McKay that a Cost Benefit Analysis be commissioned to support the economic case and discussions with funders, and in particular for the Regional Infrastructure Fund application...Carried</p> <p>The meeting also discussed and agreed Mayor Grant Smith and Rangitāne representatives would actively advocate for the project with relevant Ministers during March.</p>
<p><b>8. Local Government Act Requirements for Recommended Structure and Land Lease</b></p> <p>Key discussion points were:</p> <ul style="list-style-type: none"> <li>• Malcolm Thomas explained that the maximum lease term under the Reserves Act was recommended to provide the best platform for equity investment.</li> <li>• The meeting reminded itself of the reasoning for a charitable CCO which was that the project purpose is charitable, that PNCC would appoint no less than 50% of the future governance representation, and to reflect equity investments by Rangitāne and government a company structure enabled this to occur.</li> </ul>

- The reporting requirements for a CCO, although more onerous than a CO, were useful to help achieve ongoing effective monitoring, transparency, and accountability.
- That it was efficient (less costly) to include the required CCO consultation process as part of the 2025/26 Annual Plan process rather than as a separate consultation.

Sarah Claridge left the meeting.

Agreed actions were:

- Cameron McKay's team to provide a written report regarding Council's legal advice recommending a charitable company.
- Steve Bramley to liaise with Te Manawa so they are aware that the CCO consultation is occurring and to provide them with the relevant background report.

Ruma Karaitiana left the meeting

*Post meeting note on this item:*

- *A current New Zealand example of a charitable company is the TROK Building Ltd in Hamilton, with the understood reasoning for this structure being because the charitable entity is engaging in commercial activities but also noting that dividends cannot be distributed to shareholders if charitable status is to be maintained. As we know, Te Motu-o-Poutoa will be providing commercial visitor attraction services including tours, retail, and café. There are also at least two current known examples of UK museums that are companies with charitable status.*
- *Recommend that tax advice also be sought, as sometimes tax advice can recommend an amended final approach based on the tax status of the participating entities.*

#### **9. General Business**

The meeting discussed potential approaches to corporates, with some proposed over the next couple of months.

Steve Bramley to provide Grant Smith with detail regarding project contra support received by another Council by a nominated supplier process and how it safely complied with procurement processes.

#### **10. Next Meeting**

Proposed towards the end of March. Kathy Dever-Tod to action with Margaret Hunt.

#### **11. Karakia Whakamutanga**

Wiremu Te Awe Awe closed the meeting with a karakia at 3.10 pm.

ACTIONS		
Action	Who	By When
Follow up with full Why case, further visitation and business detail, and master plan and fitout detail for ECCT and ECT	Richard Carr, Steve Bramley	March/April
Project advocacy with Ministers	Mayor Grant Smith and	During March
Commission Cost Benefit Analysis	Steve Bramley	March
Council's Legal team's advice in writing regarding charitable company	Cameron McKay	Early March
Liaison with Te Manawa re proposed CCO consultation process for Te Motu o Poutoa	Steve Bramley	Immediate
Approaches to some corporates	Mayor Grant Smith	March to May
Provide detail by another Council for project contra support through a nominated supplier process	Steve Bramley	Early March

## TE MOTU O POUTOA PROGRAMME DIRECTOR'S REPORT

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### CONFIDENTIAL AND INTERNAL ONLY

As at 21 March 2025

### OVERVIEW OF KEY AREAS OF ACTIVITY

#### BUILDING DESIGN

- Developed Design continuing, with the full drop on target for 15 April 2025. Fire protection, security design, Chorus connection options, and cultural narrative elements are currently all progressing.
- Retail design specialist 'Space Studio' has been engaged to prepare the concept design for the retail area.
- As part of Developed Design drop, a full fitout list is being prepared and costed, both within core budget and additional. Some of the expanded scope options being considered include:
  - Existing fence upgrade
  - Improved specification for TV/AV system
  - Lighting – Option of Biodiversity-focused lighting as an option for the carpark
  - Safety in Design - Access system to the roof for maintenance of the roof and solar panels
  - Cliff Road/ Vaucluse - Path along the side of Cliff Road or past astronomical society, for access to the site from Vaucluse area.
- Further meeting proposed with PNCC staff re solar panels and potential funding through Low Carbon Fund.

#### RESOURCE CONSENTING

Draft resource consent conditions to be discussed at this Steering Group meeting and expect to be provided with these meeting papers (expected to be received on 21 March).

Also, specific updates expected to be received by the project team by 21 March 2025 are:

- Traffic report
- Updated lighting and glare assessment
- Ecology report regarding native nesting birds.

#### ROADING

As part of the roading concept design works a topographical survey, retaining assessment, pavement testing, geometric design, and drainage assessment have occurred. The 30% design package and design report is expected on 21 March 2025.



## FUNDING

Richard Carr is waiting on updated advice from MBIE staff re the RIF application.

Post the last Steering Group meeting, to strengthen the benefits case, Steve Bramley and Neil Anderson prepared the attached draft 'Benefits Case' content which also included preparation of the case against an economic revitalisation framework. This was subsequently provided to MBIE staff.

To strengthen the Economic Case, as commissioned at the last Steering Group meeting, Market Economics is preparing the cost benefit assessment which is due early April.

To better document the Environmental Case, Steve also requested BOON provide a visual summary and detail on the sustainability strategy, which is also attached.

## CHARITABLE ENTITY

Following the last Steering Group meeting, Neil Anderson and Steve Bramley identified the following relevant charitable company examples:

### UK Examples

Note the structure in the UK is a charitable company limited by guarantee. Two characteristics of these charitable companies are:

- Their non-profit focus: The primary goal is to achieve the attraction's or museum's mission, reinvesting any surplus funds back into operations and programmes rather than distributing profits to shareholders.
- Limited liability protection: While members are legally responsible for the company's debts, their liability is capped at a predetermined amount they guarantee, protecting their personal assets.

Two examples are:

#### ***National Coal Mining Museum for England Trust Ltd***

Company number: 01702426

Charity number: 517325

Registered office: Caphouse Colliery, New Road, Overton, Wakefield, WF4 4RH

***The Freud Museum London***, which is a charitable company that promotes the legacy of Sigmund Freud.

Company number: 05467415

Charity number: 1112854

Registered office: 20 Maresfield Gardens, London NW3 5SX

### **New Zealand Example**

A New Zealand example of a company that is registered as charitable is TROK Building Ltd in Hamilton, which was provided by Kate Hatwell, a Partner at Tompkins Wake.

In this case also note 100% of the shares in TROK Building Limited are held by TROK Charitable Trust. Kate commented: "This type of structure is most commonly utilised where the charitable company is engaging in commercial activities, but dividends cannot be distributed to shareholders to maintain charitable status."

#### ***TROK Building Ltd***

Charity number: CC43952

Company number: 1341124

Registered office: PwC Waikato, Level 4, 109 Ward Street, Hamilton Central, Hamilton, 3204

As we know Te Motu o Poutoa will be providing commercial visitor attraction services including tours, retail, and café.

### **Steering Group Meeting Discussion**

At the Steering Group meeting will discuss:

- Council legal team's advice in writing.
- Need for tax advice.

### **RISKS**

Material risks remain unchanged from the last Steering Group meeting.

## TE MOTU O POUTOA STEERING GROUP MEETING

Tuesday, 29 April 2025, 3.00 pm to 4.30 pm

Executive Meeting Room, First Floor,

Civic Administration Building

Members	
Grant Smith	Wiremu Te Awe Awe
Vaughan Dennison	Debi Marshall-Lobb
Cameron McKay	Ruma Karaitiana
In Attendance	
Debbie Te Puni	
Steve Bramley	
Agenda	
<ol style="list-style-type: none"> <li>1. Karakia Timatanga</li> <li>2. Apologies: Kathy Dever-Tod</li> <li>3. Declaration of Interest (if any)</li> <li>4. Steering Group Meeting Minutes – 27 March 2025</li> <li>5. Matters Arising <ul style="list-style-type: none"> <li>• Current MBIE/RIF Funding Status and Advocacy</li> <li>• Charitable Structure Update (legal and tax advice)</li> </ul> </li> <li>6. Programme Director's Report – Steve Bramley</li> <li>7. Cost Benefit Analysis – Neil Anderson (TMoP Operations Advisor) and Lawrence McIlrath (Market Economics) to join meeting about 3.30 pm</li> <li>8. Retail Concept Design – David Sweatman (Space Studio) to join meeting about 4.00 pm. Neil to stay on</li> <li>9. General Business</li> <li>10. Next Meeting: 5 June at 12.00 noon</li> </ol> <p>Suggest invite BOON to present the developed design and Warren Warbrick to present the draft cultural narrative package.</p> <p>To also review and discuss fitout costs and prioritisation.</p> <ol style="list-style-type: none"> <li>11. Karakia Whakamutunga</li> </ol>	

**Te Motu o Poutoa Programme Steering Group Meeting**  
**Minutes of Meeting held on Thursday 27 March 2025 at 1.00 pm**  
**CIVIC ADMINISTRATION BUILDING**

<b>Present</b>
<b>Members In Attendance</b>
Grant Smith, Ruma Karaitiana, Wiremu Te Awe Awe, Debi Marshall-Lobb (online, and left meeting post resource consent conditions' discussion), Vaughan Dennison (and left meeting 15 minutes early), Cameron McKay
<b>Also In Attendance</b>
Kathy Dever-Tod, Steve Bramley, Aaron Phillips (for resource consent conditions discussion only)
<b>1. Karakia Timatanga:</b> Wiremu Te Awe Awe opened the meeting with a karakia.
<b>2. Apologies:</b> None
<b>3. Declarations of Interest (if any):</b> None.
<b>4. Minutes 21 February 2025</b>
Moved Grant Smith, seconded Wiremu Te Awe Awe that the minutes of the last meeting were accepted as a true and correct record ...Carried.
<b>5. Matters Arising:</b>
<ul style="list-style-type: none"> <li><b>Council's Consideration of Te Motu o Potu Structure for Current Annual Plan Consultation</b></li> </ul> <p>Kathy Dever-Tod advised that a charitable CCO as the preferred structure for Te Motu o Poutoa had been approved by Council to proceed for consultation as part of the current Annual Plan. Kathy Dever-Tod commented that 74 submissions had been received so far, with about 50:50 of the submissions for vs against. However many of the submissions had misinterpreted what was being consulted on, with some expressing concern re the timing of the project (and the consequent requirement for Council funding in this next 3-year period). However she advised what was pleasing was no negative feedback on the overall scope of the project; it was just about timing. The meeting discussed whether it was appropriate for the Rangitāne Settlement Trust to make a submission and it was agreed it was, with Ruma Karaitiana to now discuss with the Trust. The meeting noted the outcomes of the CCO consultation will be considered at the Council meeting on 14 May.</p> <ul style="list-style-type: none"> <li><b>Te Manawa Meeting for CCO Consultation</b></li> </ul> <p>Kathy Dever-Tod advised, as part of the CCO consultation, that she and Steve Bramley were meeting with Te Manawa staff representatives later that day.</p>
<b>6. Current MBIE/RIF Funding Status and Advocacy</b>
The meeting discussed the possible option of reducing the RIF application from \$4 million to \$3 million so it was considered by the Māori Economic Development pathway – effectively would then be the sole decision of Minister Potaka and not by the Ministerial Panel. The meeting agreed the project team would continue to liaise with MBIE staff and Mayor Grant Smith to also call Minister Potaka direct to both advocate for the project and to seek his advice how to best proceed.

### 7. Programme Director's Report

Steve Bramley explained, following the feedback from last month's meeting with CET and ECCT representatives, plus to assist the RIF application, that updated Case material had been prepared, including applying the project benefits against an Economic Revitalisation framework. Similarly the Sustainability strategy and corresponding visual summary for the project had been advanced. These documents provided source material that can now be readily tailored for different audiences. The Programme Director also advised the Cost Benefit Assessment was due in early April. Ruma Karaitiana commented he was pleased to see this Environmentally Sustainable Design focus which was consistent with current Rangitāne practice.

Applications to CET and ECCT were now being submitted (within the next ten days for each). Mayor Grant Smith and the meeting discussed the potential receptiveness of both CET and ECCT to multi-year approaches for Te Motu o Poutoa.

Steve Bramley also advised fitout was currently being fully detailed, costed, and prioritised. Ruma Karaitiana advised Warren Warbrick was proposing quite a simple cultural narrative and design treatment.

The Programme Director advised the best timing for the construction of the access road was also being discussed to minimise disruption to the building construction and opening of the facility, but equally so construction vehicles did not damage the roading upgrade. The meeting asked the project team to investigate the potential later phasing of roading construction and funding as part of the overall project programming.

### 8. Review of Draft Resource Consent Conditions

Aaron Phillips joined the meeting and spoke to the draft resource consent conditions.

The meeting discussion fundamentally focussed on the opening hours with the following key comments and directions agreed:

- Te Motu o Poutoa needed to have the full flexibility to be an evening restaurant venue, capturing the magic of the nighttime view.
- There needed to be some flexibility to be a wedding venue, noting being a wedding venue may detract from an evening restaurant's consistent availability.
- It was important to catch the early morning walkers and for the café to be open by 7.00 am.
- It was agreed the proposed "Events Management Plan" to be reviewed every six months for the first two years and thereafter annually provided pragmatic flexibility to enable events and to mitigate any impacts for surrounding residents and traffic management.

Consequently the facility's proposed revised hours were:

- a) For the café/restaurant operation from 7.00 am – to 10.30 pm Monday to Thursday and 7.00 am to 11.00 pm on Fridays, Saturdays, and Sundays
- b) Retail/Gallery and day experiences to match the café hours (as would use the same staff and payment facilities as café/restaurant and could therefore retain the ability to sell an item to someone dining in the evening for example, not operating like a traditional retail store but as an adjunct to the café).

- c) Evening events to be concluded by 11 pm.

It was also agreed to use other criteria to manage overnight experiences noting that groups could arrive any time of the day and often not leave until mid-morning like any accommodation provider. Debi Marshall-Lobb cited a recent example of a visiting school having to stay 40 minutes away for a recent competition event due to a lack of accommodation availability. It was also noted the conditions should refer to community events being organised with the local neighbourhood.

Vaughan Dennison also commented the consent conditions were currently silent on external signage and the meeting agreed the conditions needed to include the provision for prominent signage at the bottom of Cliff Road and at the top of the hill.

Aaron Phillips commented the extended evening operations could require some further noise, traffic, and possible lighting assessments and a delay in filing the resource consent application, with the project team to now action accordingly.

#### **9. Final Charitable Entity Structure**

Cameron McKay advised current internal legal advice considered either a charitable Trust or charitable company could be appropriate, with tax advice being sought from PwC and also further external legal advice. The meeting discussed, as per one of the examples cited, that a possible option could be a charitable Trust to hold the shares and be the applicant to public funders, but the trading entity to be a subsidiary charitable company. Ruma Karaitiana advised this was the type of structure currently used by the Rangitāne Settlement Trust.

Cameron McKay to progress and report back to the next Steering Group meeting.

#### **10. General Business:**

##### **• Potential Corporate Support Options and Approaches**

Steve Bramley had provided an example of previous corporate support for the Rotorua Energy Events Centre, by a nominated supplier agreeing to undertake the car park construction at a 30% discount to the independently estimated cost (and consequently safely addressing Council's procurement requirements).

The Programme Director also provided an example of a Partner Programme's framework, which was a framework that had been used by other Councils to provide a consistent acknowledgement and benefits framework and a systemised approach to help optimise both public funder and corporate support for community projects. The meeting agreed this type of approach had merit and Mayor Grant Smith to further discuss with Council senior management.

Corporate approaches for Te Motu o Poutoa to be further considered and discussed at the next meeting.

##### **• Other**

The meeting noted the importance of replacing the existing fence on the cliff edge, so it was complementary to Te Motu o Poutoa, did not obstruct the view, and did not trigger unnecessary cliff edge reinforcement work. Kathy Dever-Tod and the project team to consider further.

<b>10. Next Meetings</b> The dates for the next two meetings were agreed, which were: <ul style="list-style-type: none"> <li>On Tuesday 29 April at 3.00 pm</li> <li>On Thursday 5 June at 12.00 noon.</li> </ul> <p>It was also agreed Mayor Grant Smith would invite Rangitāne Settlement Trust's CEO, Debbie Te Puni, to the next Steering Group meeting.</p> <p>Kathy Dever-Tod to action the meeting invites with Margaret Hunt. Kathy Dever-Tod also advised she was an apology for the next meeting.</p>		
<b>11. Karakia Whakamutanga</b> Wiremu Te Awe Awe closed the meeting with a karakia.		
ACTIONS		
Action	Who	By When
Liaison with Rangitāne Settlement Trust re CCO submission	Ruma Karaitiana	Immediate
Meeting with Te Manawa senior staff re CCO consultation	Kathy Dever-Tod/Steve Bramley	27 March
Liaison with MBIE staff re RIF application	Steve Bramley/Richard Carr	Immediate
Advocacy and seek advice from Minister Potaka re RIF application	Mayor Grant Smith	Immediate
Funding applications submitted to CET and ECCT	Richard Carr	By 4 April
Review timing of access roading construction	Steve Bramley/Project Team	By April Steering Group meeting
Amend resource consent conditions to address expanded opening hours and external signage	Aaron Phillips/Project Team	Immediate
External tax and legal advice for final charitable structure	Cameron McKay	By April Steering Group meeting
Consider overall City framework for corporate and public funder approaches	Mayor Grant Smith/PNCC senior management	During April and May
Review cliff fence options	Kathy Dever-Tod/Steve Bramley/Project Team	During April and May
Steering Group meeting invites for April and June	Kathy Dever-Tod with Margaret Hunt	Immediate

## TE MOTU O POUTOA PROGRAMME DIRECTOR'S REPORT

### CONFIDENTIAL AND INTERNAL ONLY

As at 23 April 2025

### OVERVIEW OF KEY AREAS OF ACTIVITY

#### BUILDING DESIGN

1. Developed Design drop received 15-April-25.
  - a. BOON is currently providing a summary of developed design changes.
  - b. Security design – no one in PNCC can review the security plan by Chubb so will proceed with the design and if value engineering is required then will look at what can be reduced. PNCC have confirmed cameras in the carpark will be required.
  - c. Nuwyne Te Awe Awe Mohi supports the kitchen layout. BOON are in discussion in with kitchen equipment supplier and are awaiting pricing feedback.
  - d. Up Spec of TVs and AV system scope and price received, with QS to include in cost update.
  - e. Innerscape are still waiting from PowerCo for Transformer quote. Transformer size is anticipated to reduce from 300Kva to 200Kva
  - f. Further discussion with PNCC's 3 Waters team has occurred who were generally happy with current status, but they did question why we are providing a potable water storage tank and will discuss internally if this is still required.
  - g. There is some confusion with the fire-fighting water pressure requirements to the site which are still being worked through.
2. BOON have been liaising with Space Studio regarding the retail concept design, which is to be presented to the Steering Group. BOON will then take over the developed and detailed design scope for this work, including the preparation of joinery and fit-out drawings, as well as the integration of the cultural narrative overlay into a tender package
3. A draft cultural design package has been developed and suggest Warren Warbrick and BOON present both the cultural design package and developed design to the next meeting
4. Further meeting with PNCC re Solar panels and potential Funding through Low Carbon Fund to occur.
5. Detailed design on hold subject to funding confirmation and anticipated can recommence about 1-July.
6. Resource consent submission date has been delayed due to rework required based on a restaurant service. The Programme approval date for the resource consent is now 20-Nov, 5 days before the Building Consent release, so could be a possible timing risk.



## RESOURCE CONSENT

1. Work on rewriting the scope assumptions for the noise, traffic, and planning reports to accommodate a restaurant service is complete.
2. A full noise assessment is now required. Previously there were low risks and a high level report sufficed but now that we have a hospitality venue open into the evening this requires a thorough report and is an area of risk for consenting. Assuming a start on Monday 28th April delivery is then expected on 26 May. In turn Aaron Phillips will meet with neighbours during the week starting 26 May.
3. Regional Council Consenting: WSP have confirmed a consent with the Regional Council will be required for earthworks, clean fill discharge, and works within 10 m of a wetland. These are expected to be relatively straightforward but will still require preparation and processing. A draft erosion and sediment control plan will also be required to be submitted as part of the Regional Council consent. With the design changes the discharge of stormwater will not require a Regional Council consent. The turnaround on the Regional Council consent application is expected to be relatively quick – only a week or two - so should be complete before/at the same time as the PNCC consent application is completed. The Regional Council will require 20 working to process, assuming no additional information requirements.

## ROADING

The Programme PCG will discuss options for road construction timing at their meeting on 28 April, with Steve to in turn update at the Steering Group meeting.

## FUNDING

In liaison with MBIE staff the decision was made to resubmit the project's RIF application by Rangitāne for \$3 million, so it can be considered under the Māori Economic Development pathway. This has now occurred with our application review to occur during the next several weeks.

Applications have also been submitted during April to each of Central Energy Trust and Eastern and Central Community Trust. In both cases the application amount was \$500,000.

To support the funding process a Cost Benefit Analysis has also just been completed by Market Economics, with the summary findings to be presented at the Steering Group meeting.

## RISKS

Material risks remain unchanged from the last Steering Group meeting.



**TE MOTU O POUTOA STEERING GROUP MEETING**  
**Thursday, 5 June 2025, 12.00 pm to 2.00 pm**  
**Executive Meeting Room, First Floor,**  
**Civic Administration Building**

<b>Members</b>	
Grant Smith	Wiremu Te Awe Awe
Vaughan Dennison	Debi Marshall-Lobb
Cameron McKay	Ruma Karaitiana
<b>In Attendance</b>	
Debbie Te Puni	Kathy-Dever Tod
Steve Bramley	
<b>Agenda</b>	
<ol style="list-style-type: none"> <li>1. Karakia Timatanga</li> <li>2. Apologies:</li> <li>3. Declaration of Interest (if any)</li> <li>4. Steering Group Meeting Minutes –29 April 2025</li> <li>5. Matters Arising <ul style="list-style-type: none"> <li>• Current MBIE/RIF Funding Status, Advocacy, and Structural Update</li> <li>• Updated Retail Design and Feedback Prompt Sheet (see attached documents)</li> <li>• Brand Development</li> </ul> </li> <li>6. Programme Director’s Report – Steve Bramley</li> <li>7. Full Developed Design Presentation &amp; Review together with Cultural Narrative and Design, Programme Review, and Capital Cost and Fitout Review</li> </ol> <p><i>To join meeting are Murali Bhaskar (BOON Team Architects), Warren Warbrick (Toi Warbrick), James Allan (WT), Patrick Hay/Darren Phillips (Rawlinsons), and Neil Anderson (Operations Advisor for Te Motu o Poutoa)</i></p> <p><i>Note key supporting documents are:</i>  <i>Developed Design link</i>  <i>Te Motu o Poutoa Developed Design Summary of Changes – BOON – 27 May 2025</i>  <i>Te Motu o Poutoa Programme Rev 6</i>  <i>Te Motu o Poutoa Developed Design Cost Estimate – Rawlinsons QS – May 2025 Rev. 2</i></p> <ol style="list-style-type: none"> <li>9. General Business</li> <li>10. Next Meeting: To be scheduled</li> <li>11. Karakia Whakamutunga</li> </ol>	

**Te Motu o Poutoa Programme Steering Group Meeting**  
**Minutes of Meeting held on Tuesday 29 April 2025 at 3.00 pm**  
**CIVIC ADMINISTRATION BUILDING**

<b>Present</b>
<b>Members In Attendance</b>
Grant Smith, Ruma Karaitiana, Wiremu Te Awe Awe, Debi Marshall-Lobb, Vaughan Dennison, Cameron McKay
<b>Also In Attendance</b>
Steve Bramley, Aaron Phillips.
Neil Anderson, Lawrence McIlrath (Market Economics), and David Sweatman (Space Studio) also joined for their meeting items by Teams.
<b>1. Karakia Timatanga:</b> Wiremu Te Awe Awe opened the meeting with a karakia.
<b>2. Apologies:</b> Kathy Dever-Tod, Debbie Te Puni
<b>3. Declarations of Interest (if any):</b> None.
<b>4. Minutes 21 February 2025</b> Moved Grant Smith, seconded Vaughan Dennison that the minutes of the last meeting were accepted as a true and correct record ...Carried.
<b>5. Matters Arising:</b> <ul style="list-style-type: none"> <li> <b>Funding Update</b>  Mayor Grant Smith and Steve Bramley jointly advised, in liaison with MBIE staff, the decision was made to resubmit the project's RIF application by Rangitāne for \$3 million, so it can be considered under the Māori Economic Development pathway. Both noted the application is definitely in the system. Political advocacy is occurring as it can. </li> </ul> <p>Steve Bramley also advised applications were submitted during April to each of Central Energy Trust and Eastern and Central Community Trust. In both cases the application amount was \$500,000. Mayor Grant noted he was following up with both organisations' as appropriate.</p> <ul style="list-style-type: none"> <li> <b>Charitable Structure Update (legal and tax advice)</b>  Cameron McKay advised preliminary tax advice from PwC was recommending a charitable trust, but together with legal advice it was still being clarified the best treatment of equity investments and if a subsidiary charitable company to ringfence operations and liability has merit. </li> </ul>

## 6. Programme Director's Report

The Programme Director's report had been pre-circulated. Key items noted and discussed were:

- If extra power capacity was required for the local network then it was a Powerco cost not a project cost.
- Aaron Phillips commented the consent submission date had been delayed due to the rework required based on a restaurant service. Steve Bramley noted ongoing active programme management was required as the revised date for resource consent approval was now 20 November 2025 which was only about 5 days before the Building Consent release.

The key item of discussion was the roading. The project team noted splitting the road project meant some extra project opening delay. However with overall Council budget pressures plus to minimise construction vehicle damage to the road, it was helpful to move some of the roading construction budget to the following financial year. Therefore the Steering Group resolved half the total roading budget be assigned to each of FY2025/26 and FY2026/27 and the project programme adjusted accordingly, with some of the lower road section and flood mitigation work to occur in the first year. Note 50% of the roading budget was about \$1.86 million (i.e., 50% of \$3.723 million).

## 7. Cost Benefit Analysis

Neil Anderson (Te Motu o Poutoa's Operations Advisor) and Lawrence McIlrath (Market Economics) joined the meeting.

Lawrence presented a summary of his Cost Benefit Analysis (CBA) report. The full report had been pre-circulated with the meeting papers. The key comments and discussion were as follows:

- The report estimated a Benefit Cost Ratio of 1.16 at a 2% discount rate and a Benefit Cost Ratio (BCR) of 1.07 with a discount rate of 8%. A BCR above one meant the benefits outweigh costs and for this type of project Mr McIlrath advised this was a good result.
- Vaughan Dennison queried why was the CBA estimated over 23 years, and for Market Economics further comments on the changes in BCR with changing discount rates and slower achievement of market visitation targets. Mr McIlrath advised a 23 period was used based on the project's three-year development/construction period and then a 20 year operating period, as due to the impact of discount rates an operating period greater than 20 years did not usually make a material impact on the result. Mr McIlrath also advised to test different discount rates was usual as was to consider sensitivity analysis for lower or changed visitation. He also commented what was encouraging is that the CBA remained above 1 with the higher discount rate of 8%, or with delayed 5-year visitation growth, or with increased capital cost (by 15%). The only occasion it had dropped below 1 was if the level of international tourist targets were significantly lower i.e., Market Economics tested if international visitor levels were halved and in this scenario the BCR was 0.93. This highlighted the importance of maintaining a project emphasis on achieving international visitation outcomes.

Mayor Grant Smith thanked Lawrence McIlrath for this very necessary cost benefit assessment. Lawrence McIlrath left the meeting.

### 8. Retail Concept Design

David Sweatman from Space Studio joined the meeting and presented the Retail Concept Design which had also been pre-circulated. Feedback from the meeting was as follows:

- Overall the retail concept design was very well done.
- On the Tone board, to add Manawatū, both Rangitāne and the City, and partnership.
- As part of the local product offering to include the Highbury weavers, woollen mills, Foxton Fizz, Pork Chop Hill T-shirt brand, note that the local area provides honey for Comvita, and to consider how to link to the NZ Rugby Museum, Anzac Park, NZ Māori Battalion, and 'soldiers' (Lynton, Ohakea) – to fully capture what is quintessential to the local and regional community.
- Mayor Grant Smith commented he liked the multilayered layout approach and queried the gallery content changeover time. Mr Sweatman said any exhibition needed to stay in place for a minimum of one month, but to have a reasonable level of changing content over the course of a year.
- Debi Marshall-Lobb commented on the need for educational resources and that the security must be robust.

David Sweatman said he'd welcome all further feedback from Steering Group members, which Steve Bramley would co-ordinate.

Mayor Grant Smith thanked Space Studio for their excellent work. David Sweatman left the meeting.

The meeting then further discussed and reinforced for project success the criticality of both the retail and café spaces working very well. Neil Anderson also stressed the importance of ongoing involvement of specialist retail input such as Space Studio. Neil Anderson then left the meeting.

<p><b>9. General Business:</b></p> <ul style="list-style-type: none"> <li> <b>Acknowledgement of Anzac Park</b>            Mayor Grant Smith raised that it was important to ensure the Anzac Park name was fully recognised and retained. The meeting discussed how this could best be achieved. This could potentially include different 'brand' formats being used for different purposes and audiences and could include Te Motu o Poutoa (at) Anzac Park; Te Motu o Poutoa - Civic Marae and Cultural Centre; and a standalone Te Motu o Poutoa. The project team to further consider how Anzac Park can be best represented on site and how to best develop a brand strategy. Vaughan Dennison raised, and the meeting agreed, that the inclusion of Anzac Park should be discussed and agreed by the Joint Rangitāne Committee.         </li> <li> <b>Developed Design, Cultural Design Elements, and Fitout/Cultural Narrative Budget Assignment</b>            Steve Bramley advised that the proposed principal focus of the next Steering Group meeting was for Murali Bhaskar and Warren Warbrick to present the Developed Design and cultural narrative and design elements, together with attendance by the Building Project Manager, James Allan. The meeting would also discuss and review the current fitout and cultural narrative budget assignments and detail and consequently Rawlinsons representatives would also be in attendance. Vaughan Dennison suggested the inclusion of a flagpole should be included as part of the Developed Design discussion.         </li> <li> <b>Other</b>            Debi-Marshall Lobb commented that Puanga, which was the first star to rise in this area of New Zealand as part of the Māori New Year, together with the elevated location of Te Motu o Poutoa presented an opportunity for an annual event.         </li> </ul>
<p><b>10. Next Meeting</b>            The next meeting will be held on Thursday 5 June at 12.00 noon.            Mayor Grant Smith to again extend a personal invitation to Rangitāne Settlement Trust's CEO, Debbie Te Puni, to attend the next Steering Group meeting.</p>
<p><b>11. Karakia Whakamutanga</b>            Wiremu Te Awe Awe closed the meeting with a karakia.</p>

ACTIONS		
Action	Who	By When
Liaison with MBIE staff re RIF application	Steve Bramley/Richard Carr	Ongoing
Advocacy with Minister Potaka re RIF application	Mayor Grant Smith	Ongoing
Funding advocacy as appropriate with CET and ECCT	Mayor Grant Smith and Steering Group members	Ongoing
Revise roading programme so split as per budget assignment and also the corresponding building programme	Roading and Building Project Managers	By 30 June 2025
External tax and legal advice for final charitable structure	Cameron McKay	Ongoing, with final advice if possible for June Steering Group meeting
Further review and feedback on Retail Concept Design	Co-ordinated by Steve Bramley with Neil Anderson and Space Studio	During May
Further consider site and project acknowledgement of Anzac Park and also brand strategy options, and in turn to be discussed at the Joint Rangitāne Committee meeting	Project team in the first instance	During May and to be further discussed at the June Steering Group meeting
Consider overall City framework for corporate and public funder approaches	Mayor Grant Smith/PNCC senior management	April to June
Review cliff fence options	Kathy Dever-Tod/Project Team	During April and May
Steering Group meeting invites for June	Steve Bramley with Margaret Hunt	By mid-May



## TE MOTU O POUTOA PROGRAMME DIRECTOR'S REPORT

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### CONFIDENTIAL AND INTERNAL ONLY

As at 30 May 2025

### OVERVIEW OF KEY AREAS OF ACTIVITY

#### BUILDING DESIGN AND CAPITAL COST ESTIMATE

Developed Design has been completed, with a presentation at this month's Steering Group meeting to occur by Murali Bhaskar from BOON plus the cultural narrative and design elements by Warren Warbrick from Toi Warbrick. Building Project Manager, James Allan from WT, will also be in attendance and will present some summary slides regarding the current proposed programme (including the roading construction).

Patrick Hay and Darren Phillips (Rawlinsons Quantity Surveyors) will also be in attendance and present a summary of the current capital cost estimate, which remains within budget based on a 15% contingency and now includes a comprehensive review of all fitout items.

WT's summary of items as at the end of May is provided below:

- Developed Design is completed. Detailed Design is now on hold until external funding requirements are met.
- A summary of developed design changes has been issued (this document is provided as a Steering Group paper, which also explains which cultural design elements are funded and not funded as part of the base build).
- A Safety in Design workshop was held.
- FF&E room data sheets have been completed.
- Two options of kitchen layout been prepared, to be further reviewed during the detailed design phase.
- The kitchen equipment schedule and pricing has been received, with this pricing included in the current capital cost estimate.
- Still waiting from PowerCo for Transformer quote.
- Council 3Waters have now confirmed water pressure to the site (i.e., less than recently advised) and that our fire protection for FENZ approval will be FW2; which will require 2x 45,000 litre tanks on site (which are also included in the current capital cost estimate).
- WT has been working with Council's Roothing Manager for this project, Geoff Sneddon, on the roading programme and how this can be best coordinated with the main build works – see Roothing section in this report.
- Concept design for retail space completed and updated following initial Steering Group feedback. Space Studio to commence developed design on acceptance of fee, which will not occur until the project resumes. Space Studio has also provided a Feedback Sheet to provide further opportunity for input by Steering Group members, which has been provided as part of the meeting's papers.
- The master programme has been updated and is included with the Steering Group papers (see Rev 6). Summary of changes include:

- RIF approval moved to 31-July-25.
- Consequently then Detailed Design commencement 4-Aug-25
- Construction commencement April-26.
- Space Studio design programme is included within the master programme
- Updated roading programme. Anticipated commencement of works March-26.

## RESOURCE CONSENT

The revision of the application for the scope change to include restaurant hours is nearing completion. The technical reports have been completed. The application itself is to be completed early in the week starting 2 June. A meeting is being set up to discuss the outcomes of the technical reports and implications (if any) for design and/or operations. Once that meeting is completed and outcomes considered the application is expected to be lodged on 9 June. In parallel with lodgement of the consent the application will be provided to the 10 properties across the gully on Vacluse Heights, noting that we would like to seek their consent as an affected party for the plans after they have had time to digest the documents.

Prior to the restaurant hours decision PNCC staff member Aaron Phillips had the impression about half the neighbours were supportive of the project, a couple were opposed, and the positions of a couple of others were unclear.

We originally thought there was a reasonable chance the independent commissioner might consider a limited notification consent process under the café operational hours scope. Given the increase in operational hours to full restaurant the risk that full public notification is required has increased.

From a timeline perspective, what might have been a 4-6 month period to process the consent and receive a decision under limited notification now has the risk of being a 6 – 8 month process under full public notification. While the process for limited and full notification is similar, the extent of further requests for information, number and nature of submissions, and the extent of hearings will affect the timeline.

## ROADING

The current road construction directions are as follows:

- The current view is to remove the stormwater work (over Massey University land) from the road tender package, with this work to be completed by Council's Depot team. It is likely this package of work would commence about December 2025/January 2026.
- To undertake the slope section first, including the cutting and retaining, and then to do the flat section. The road would be built similar to other rebuilds, with access provided to Te Motu o Poutoa building construction vehicles as required.

- Under current review is the potential to combine the road construction with the Te Motu o Poutoa main building construction tender, with nominated roading contractors to be Fulton Hogan, Downer, Higgins, and potentially one other.
- The construction of the road is expected to be about 5 to 5.5 months.

#### **FUNDING AND STRUCTURAL SOLUTION**

During this last week each of Central Energy Trust and the Eastern Central and Community Trust have confirmed grants of \$500,000 for Te Motu o Poutoa.

From advice from MBIE is it likely the project will be considered at a political briefing on 22 July, subject to MBIE staff completing their full internal reports by this time.

On Friday 30 May Steve Bramley and Richard Carr had a lengthy discussion with MBIE staff Anup Mohan (from Kanoa's commercial team) and Terry Curran (local Kanoa adviser). The items of discussion were how to most safely position the project for RIF funding and what the consequent ownership structural implications may be (if any). Anup Mohan wanted to test the potential for a suspensory loan. Steve Bramley clearly explained the project had no potential to service nor repay a loan. This item to be further discussed at the Steering Group meeting. However for now please see the consequent response Steve provided to Kanoa staff in support of our RIF application:

- "The recipient of funds will be the Rangitāne Settlement Trust.
- For further clarity, the proposed legal structure for Te Motu o Poutoa is explained below:  
The intention is to establish an SPV, which will be at least responsible for the building ownership and asset management of Te Motu o Poutoa. Based on our legal and tax advice this preferred structure is a charitable Trust, with Trustees appointed by the Rangitāne Settlement Trust and by Palmerston North City Council, with Trustee representation at least commensurate with each organisation's contribution. Given the level of capital contribution by Council, PNCC will appoint 50% (or possibly more) of the Trustees, and hence PNCC has consulted on the formation of a CCO as part of the current 2025/26 Annual Plan process.
- Before finalising this structure input is needed from MBIE regarding its requirements for the Crown's investment as equity (or as required a suspensory loan) for this project through the Rangitāne Settlement Trust and whether this has any structural implications for the Te Motu o Poutoa ownership structure. From most recent discussion with MBIE staff we understand this may suggest a LP ownership structure could be a better way to proceed but would welcome your further guidance on the most appropriate way to structure.

- Also, ongoing advice and discussion is still occurring regarding the merits of creating a subsidiary charitable company or similar to be responsible for the operation of Te Motu o Poutoa, both to ringfence liability and also to ensure the right ongoing Trustee skill sets required for the successful operation of a cultural visitor experience.”

#### **BRAND DEVELOPMENT**

The discussion at the last Steering Group meeting regarding incorporating ‘Anzac Park’ with the project name when appropriate brought to the fore the need to develop a clear brand strategy and guidelines for the project. Neil Anderson has been asked to prepare a cost effective process for the development of a brand strategy with consideration of titles (what when for what audience), brand strategy and formats, and then brand guidelines, with this item proposed to be discussed at the next Steering Group meeting.

#### **RISKS**

Material risks remain unchanged, and in particular the realisation of RIF funding and project time delays from the delayed securing of external funding,

**Te Motu o Poutoa Programme Steering Group Meeting**  
**Minutes of Meeting held on Thursday 5 June at 12.00 pm**  
**CIVIC ADMINISTRATION BUILDING**

<b>Present</b>
<b>Members In Attendance</b>
Grant Smith, Ruma Karaitiana, Wiremu Te Awe Awe, Cameron McKay
<b>Also In Attendance</b>
Debbie Te Puni, Kathy Dever-Tod, Steve Bramley, James Allan (WT), Warren Warbrick (Toi Warbrick)
Murali Bhaskar (BOON Team Architects), Neil Anderson (Operations Advisor), and Patrick Hay (Rawlinsons) also joined for their meeting items by Teams.
<b>1. Karakia Timatanga:</b> Wiremu Te Awe Awe opened the meeting with a karakia.
<b>2. Apologies:</b> Debi Marshall-Lobb, Vaughan Dennison
<b>3. Declarations of Interest (if any):</b> None.
<b>4. Minutes 29 April 2025 and Actions Review</b>
Grant Smith noted receipt of the minutes and worked through the Action List. Noted at this time were: <ul style="list-style-type: none"> <li>• The CCO structure had been approved by Council at their meeting the day before.</li> <li>• Grant Smith was very pleased to see the CET and ECCT grants each confirmed for \$500,000 and thanked Ruma Karaitiana and others for their advocacy in this process.</li> <li>• There is the opportunity to see Minister Potaka at the Farming Awards.</li> <li>• Once RIF funding is secured then need to progress potential corporates.</li> </ul>
<b>5. Matters Arising</b>
<ul style="list-style-type: none"> <li>• <b>RIF Funding</b></li> </ul> <p>Steve Bramley advised there had been considerable discussion with Kanoa staff re the type of funding and the legal structure. Kanoa's commercial team had been promoting a concessionary or suspensory loan. Steve Bramley had clearly reinforced that the project could not service interest and also did not have the ability to make exit repayments. The options of forming a Limited Partnership to address treatment of equity holdings had also been discussed, but Kanoa was not favouring equity. Furthermore if a suspensory loan the options had been discussions whether the loan would be direct with the project ownership entity or with the Rangitāne Settlement Trust.</p> <p>Grant Smith commented Manfeild had a suspensory loan which had remained on the books and effectively would only be required to be repaid if sold. Grant Smith reinforced that the project was not in any position to service debt. Ruma Karaitiana commented a \$3 million level of funding did not warrant the risk and complexity of a Limited Partnership or similar. The meeting fully reinforced the importance of \$3 million being provided as grant funding, that the applicant entity remain the Rangitāne Settlement Trust, and that the ownership vehicle be a charitable Trust. Steve Bramley was to also further discuss with Kanoa staff during the meeting before their 1.00 pm internal meeting.</p> <ul style="list-style-type: none"> <li>• <b>Updated Retail Design and Feedback Prompt Sheet</b></li> </ul>

Space Studio had updated the Concept Design to incorporate feedback from the last Steering Group meeting, which had been pre-circulated as part of the meeting papers. Space Studio had also provided a Feedback Prompt Sheet and Grant Smith asked if Steering Group members could complete and return to Steve Bramley. The meeting reinforced the importance of the retail area. Grant Smith cited the example of Te Papa, which had an outstanding gift area – quality gifts plus also something for everyone; and given Anzac Park and the Māori Battalion history locally, the meeting also noted the potential parallels of the Waiohuru Army Museum offering.

- **Brand Development**

The discussion at the last Steering Group meeting regarding incorporating 'Anzac Park' with the project name when appropriate had brought to the fore the need to develop a clear brand strategy and guidelines for the project. Neil Anderson commented he was proposing a two part cost-effective process – to internally develop the brand brief and to then involve an appropriate graphic design company.

Kathy Dever-Tod raised the question if the CCO or the Steering Group should take the lead on brand development. This then led to a discussion on how transition to the CCO would work, with recognition the CCO would need to be in place by mid-2026 to then lead the appointment process for the Lead Manager. The meeting agreed a collective project leadership approach would be required by the Steering Group and CCO during 2026. Once RIF funding is secured brand development timing to then be reviewed.

Steve Bramley left the meeting to speak to Kanoa staff.

#### **6. Full Developed Design Presentation Review together with Cultural Narrative and Design, Programme Update, and Capital Cost and Fitout Review**

Murali Bhaskar from BOON took the meeting through the latest Developed Design and the changes since the Concept Design.

Warren Warbrick from Toi Warbrick also explained key elements of the cultural narrative - how to make about all people with an emphasis on weaving – “weaving together the bonds of humanity.” Murali Bhaskar also thanked Warren Warbrick for the fully collaborative approach in the design process. The meeting also noted the weaving emphasis linked well with some of the future local gift product including Highbury weavers, iwi weavers, and Norsewear Poppy socks. Warren also commented the area could include the Anzac Memorial.

James Allan from WT provided an overview of the programme with a proposed building construction start in April 2026 and September 2027 for code of compliance. James Allan noted the programme currently assumed a full notification would be required for the resource consent. The meeting commented limited notification would be the preferred outcome. The meeting asked some cultural milestones to be included in the programme. With the project delay Kathy Dever-Tod advised some of the roading timing (and consequently funding timing) had been pushed later. Steve Bramley commented there was also the opportunity to have one main contractor for the building and the road, with nominated supplier options for the road construction, which was currently being further considered.

Patrick Hay from Rawlinsons provided a capital cost update. Full fitout had now been detailed with corresponding budget adjustments, but the total budget remained at \$15 million including a 6.58% design contingency and a 12.03% construction contingency – a combined 17.61% or \$1.679 million. Kathy Dever-Tod commented it was usual for a project to have about a 15% total contingency at the developed design stage.

Patrick Hay clearly noted only base cultural narrative work was included in the \$15 million, with desirably a further \$800,000 of other cultural design work to be able to occur over time or earlier subject to funding. Similarly the cliff edge fence was not included (about \$125,000) but solutions were being considered. The meeting noted one option could be a better quality of fence in the area adjacent to the atea rather than for the whole cliff edge. An additional desirable but not essential AV budget of about \$47,000 also currently sat outside the core budget. Neil Anderson is to also further review prioritisation of AV equipment from a visitor experience perspective.

Steve Bramley also suggested Neil Anderson and himself update Debbie Te Puni on current future operations planning to look at how operating synergies and employment outcomes could be optimised.

Steve Bramley reported back on his meeting with Kanoa. Kanoa had clearly understood the Steering Group's position for grant funding via Rangitāne Settlement Trust and for a charitable Trust ownership structure and agreed would advocate this position.

Grant Smith thanked the consultant team for their work and presentation and the online attendees left the meeting.

#### **7. Programme Director's Report**

The Programme Director's report had been pre-circulated. Steve Bramley commented all material items had already been addressed.

#### **8. General Business**

The meeting advised the site occupation had ended the previous day with the issuing of trespass notice by the police.

The meeting discussed was there an opportunity to capture the historic narrative of the site as a separate project – say to produce both a coffee table book and a children's book. Rangitāne representatives to consider further.

The meeting also discussed and agreed the Developed Design should be provided to the Rangitāne o Manawatū Committee.

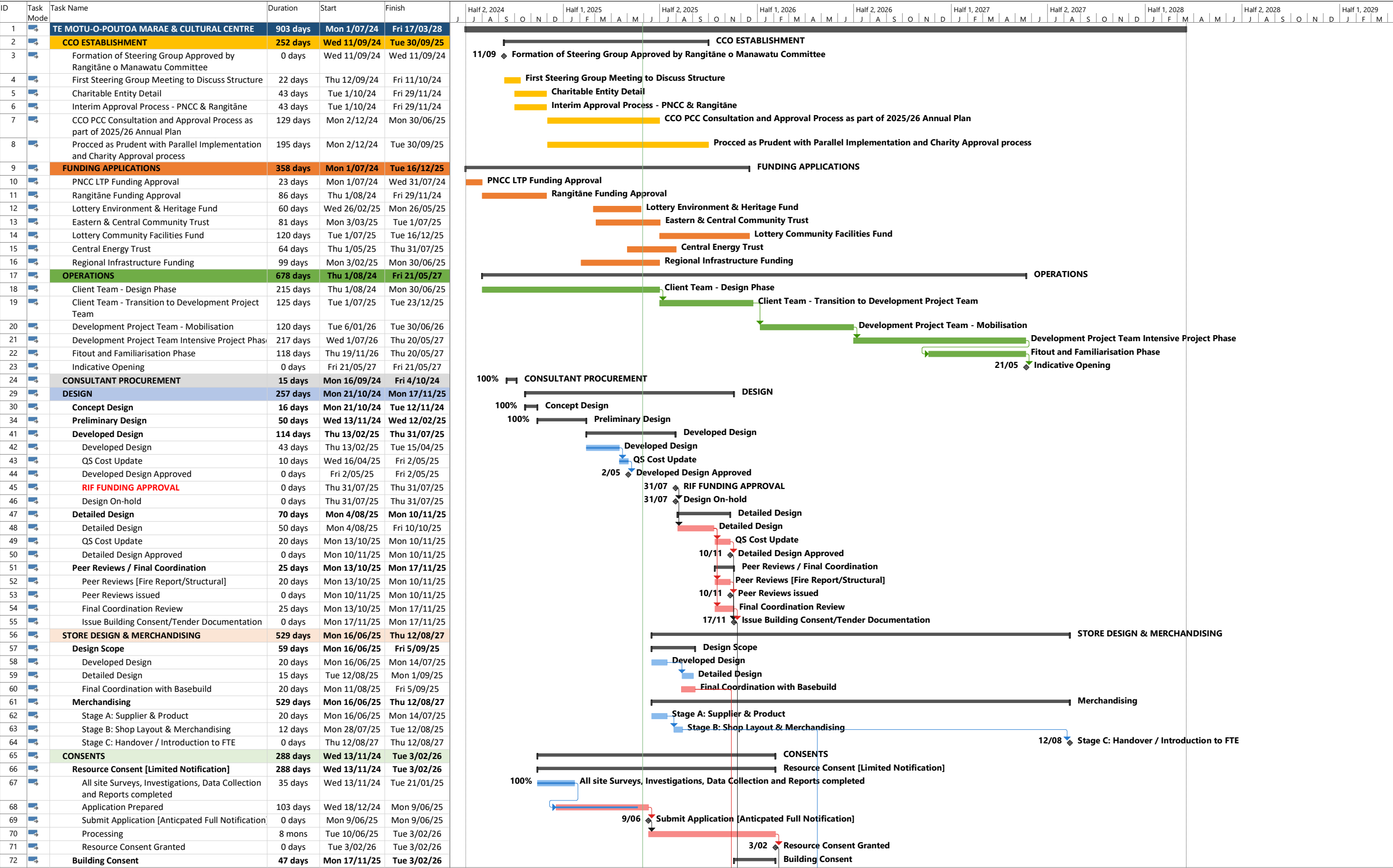
Following further feedback from Kanoa, Steve Bramley and Cameron McKay to liaise further on finalising legal and tax advice for the structure.

<b>9. Next Meeting</b>		
To be held in early August 2025. Kathy Dever-Tod to schedule.		
<b>10. Karakia Whakamutanga</b>		
Wiremu Te Awe Awe closed the meeting with a karakia.		
<b>ACTIONS</b>		
<b>Action</b>	<b>Who</b>	<b>By When</b>
Liaison with MBIE staff re RIF application	Steve Bramley/Richard Carr	Ongoing
Advocacy with Minister Potaka re RIF application	Mayor Grant Smith/Rangitāne representatives	Ongoing
External tax and legal advice for final charitable structure	Cameron McKay	Ongoing
Completion of Feedback Prompt Sheet for Retail Concept Design	Steering Group members	By 23 June 2025
Brand Brief Development	Neil Anderson	On hold until RIF funding confirmed
Update Debbie Te Puni on operations planning to date	Steve Bramley/Neil Anderson	During July
Consider overall City framework for corporate and public funder approaches	Mayor Grant Smith/PNCC senior management	August onwards
Review cliff fence options	Kathy Dever-Tod	During June and July
Potential for book projects to capture the history of the site	Rangitāne representatives	Ongoing
Steering Group meeting invites for August	Kathy Dever-Tod with Margaret Hunt	By mid-June



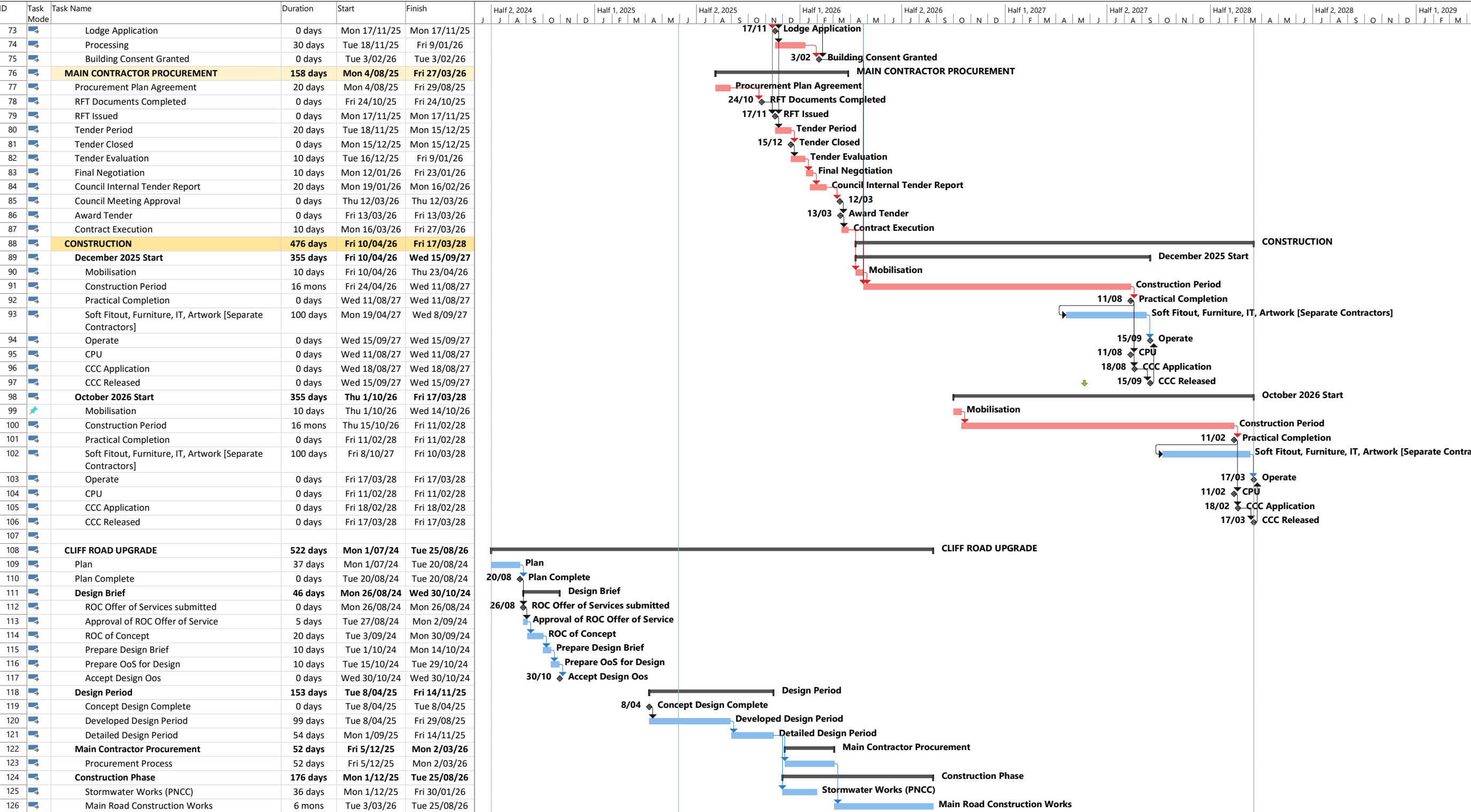


TE MOTU O POUTOA CIVIC MARAE & CULTURAL CENTRE  
Project Delivery Programme 21.10.24





TE MOTU O PUTOA CIVIC MARAE & CULTURAL CENTRE  
Project Delivery Programme 21.10.24



BOON

# Te Motu o Poutoa

Cliff Road, Palmerston North

**7068** | Issued For: Cultural Narrative Development  
15.04.2025

**BOON Limited**

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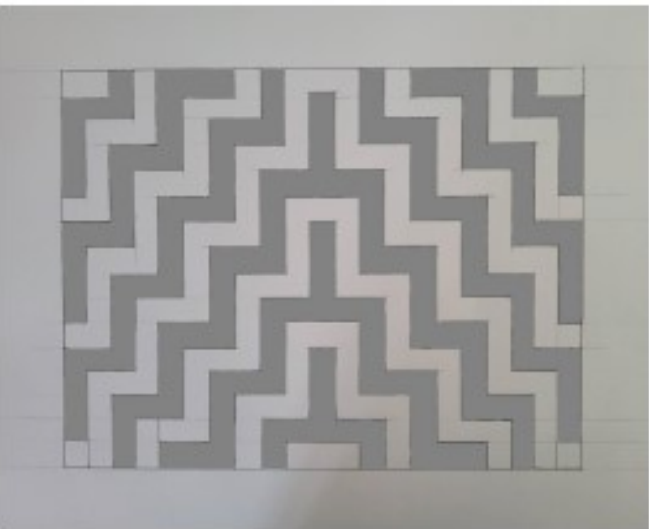
ERENI TE AWE AWE



RANGIMARIE MARAE

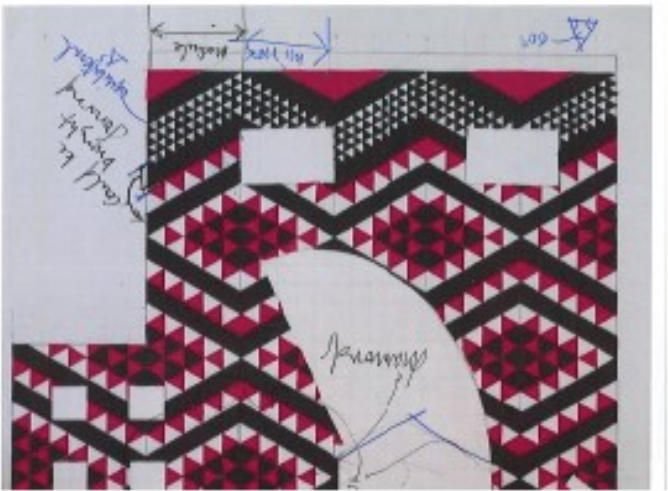


TĀNIKO + POUTAMA



Te Motu o Poutoa will welcome all people, regardless of their origins or beliefs, similar to Rangimarie Marae. The team is working closely with Warren Warbrick and Nuwyne Mohi-Te Awe Awe to develop the cultural narrative and fine tune the functional brief for the project, a process that will continue to inform the architectural design through the next phases. The design will feature a predominantly Māori yet modern aesthetic, incorporating site-specific cultural narratives. Key elements will include pou (traditional palisade posts), taniho (woven patterns) integrated into the building, and connections to the cultural significance of other sites in Papaioea, such as Te Marae o Hine. The design will also draw inspiration from Poutama forms and the taniho patterns of Ereni Te Awe Awe's kaitaka, as seen in the clock tower design in The Square.

DEVELOPMENT SKETCHES



Cultural Narrative

**BOON**  
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Project Status:

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Rev Date Description

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A9.000

Rev

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TUIA TE RANGI E TŪ NEI  
TUIA TE PAPA E TAKOTO AKE NEI  
TUIA TE MUKA TANGATA  
KA RONGO TE PŌ KA RONGO TE AO  
TĪHEI MAURIORA

WEAVE TOGETHER THE HEAVENS (CELESIAL ENGERGIES)  
WEAVE TOGETHER THE EARTH (TERRESTRIAL ENERGIES)  
WEAVE TOGETHER THE BONDS OF HUMANITY  
SO IT RESOUNDS THROUGH THE NIGHT AND DAY  
BEHOLD THE BREATHER OF LIFE

This tauparapara ( an introductory incantation), this karakia, (ancient incantation) was used, and still is to open an oration, to begin a speech.

It reflect a Māori perspective that was spoken by the ancestors and refers to the intimate relationship one has to all things and encourages us to unite as people and strenthen our human connections.

The Phase 'muka tangata' combines the prepared fibre extracted from harakeke (flax) with that of people. Muka was used in many ways due to its incredible strenth when braided into a cord or rope. It was used in the makings of cloaks, kits, fishing line, securing greenstone, lashing canoes and many other aspects of early Māori life.

The concept of weaving together our human connections is foundational in Māori thinking and the reason this saying is still used widely to encourage to continue thinking about unity of people.

It can also be expressed as, "**tuia ki te muka tangata**" which translates to 'bind it together with the bonds of human existence', of humanity.

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Cultural Narrative

Developed Design

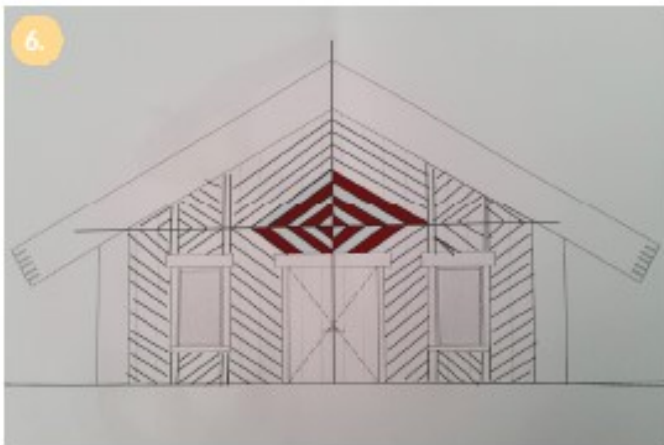
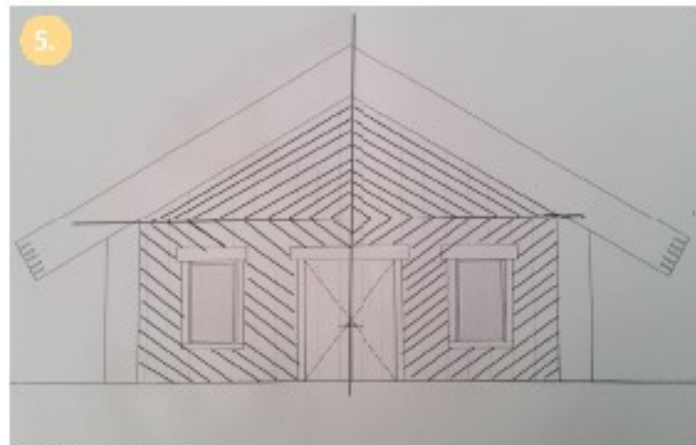
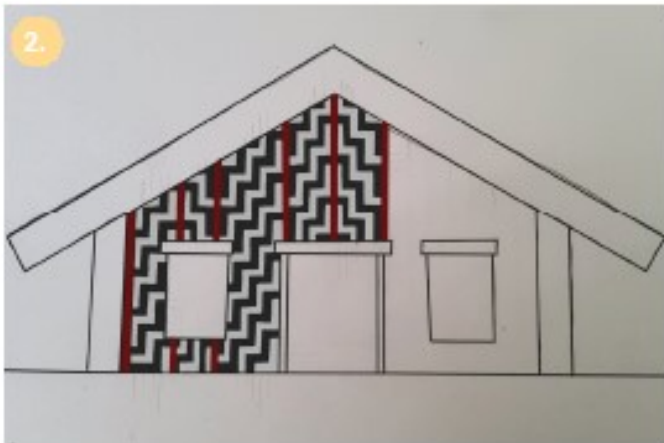
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Sketches and images provided by Warren



NUMBER REFERENCE:

- 1: Poutama sketch
- 2: Wharenui sketch referencing poutama
- 3: Wharenui sketch referencing old whare from east coast side of Rangitāne
- 4: Wharenui sketch referencing old whare from east coast side of Rangitāne
- 5: Wharenui sketch referencing Rangimarie Māree

- 6: Wharenui sketch referencing Rangimarie Māree
- 7: Taniko sketch
- 8: Image of whare from east coast side of Rangitāne
- 9: Image of whare from east coast side of Rangitāne
- 10: Rangimarie Māree



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Cultural Narrative Opportunities

Schedule of Items

No.	Location	Item	Sheet Ref.	Progress
1	Entry	Canopy	-	TBC
2	Entry	Display on wall	-	TBC
3	Cafe / Retail	Counter Fronts	-	TBC
4	Cafe / Retail	Walls behind counters	-	TBC
5	Cafe / Retail	Ceiling Feature	A9.05	Confirmed - 31/03
6	Wharenui	Interior finishes - tukutuku panelling	A9.06	For Client Review - 15/04
7	Wharenui	Epa, kokowai (along ceiling) and tāhuhu	A9.06	For Client Review - 15/04
8	Wharenui	CNC routing on portal legs	-	TBC
9	Wharenui	Front exterior - pare, whakawaewae mataipihī, kūaha	A9.09, A9.21	Confirmed - 31/03
10	Wharenui	Pou, mahau, maihi, amo	A9.10, A9.21	Confirmed - 31/03
11	Wharenui	Paepae	A9.09, A9.21	Confirmed - 31/03
12	Main Building	Portal Legs	-	TBC
13	Throughout	Manifestations, Glazing, Graphics	-	TBC
14	Exterior	Paving for Marae Ātea	-	Confirmed - 31/03
15	Exterior	Waharoa	-	TBC
16	Exterior	Paving for Entry	-	TBC
17	Exterior	Pou (Entry)	-	TBC
18	Exterior	Pōwhara	-	Confirmed - 31/03
19	Exterior	Pou (x3)	A9.19	Confirmed - 15/04
20	Exterior	Fence	A9.19	Confirmed - 15/04

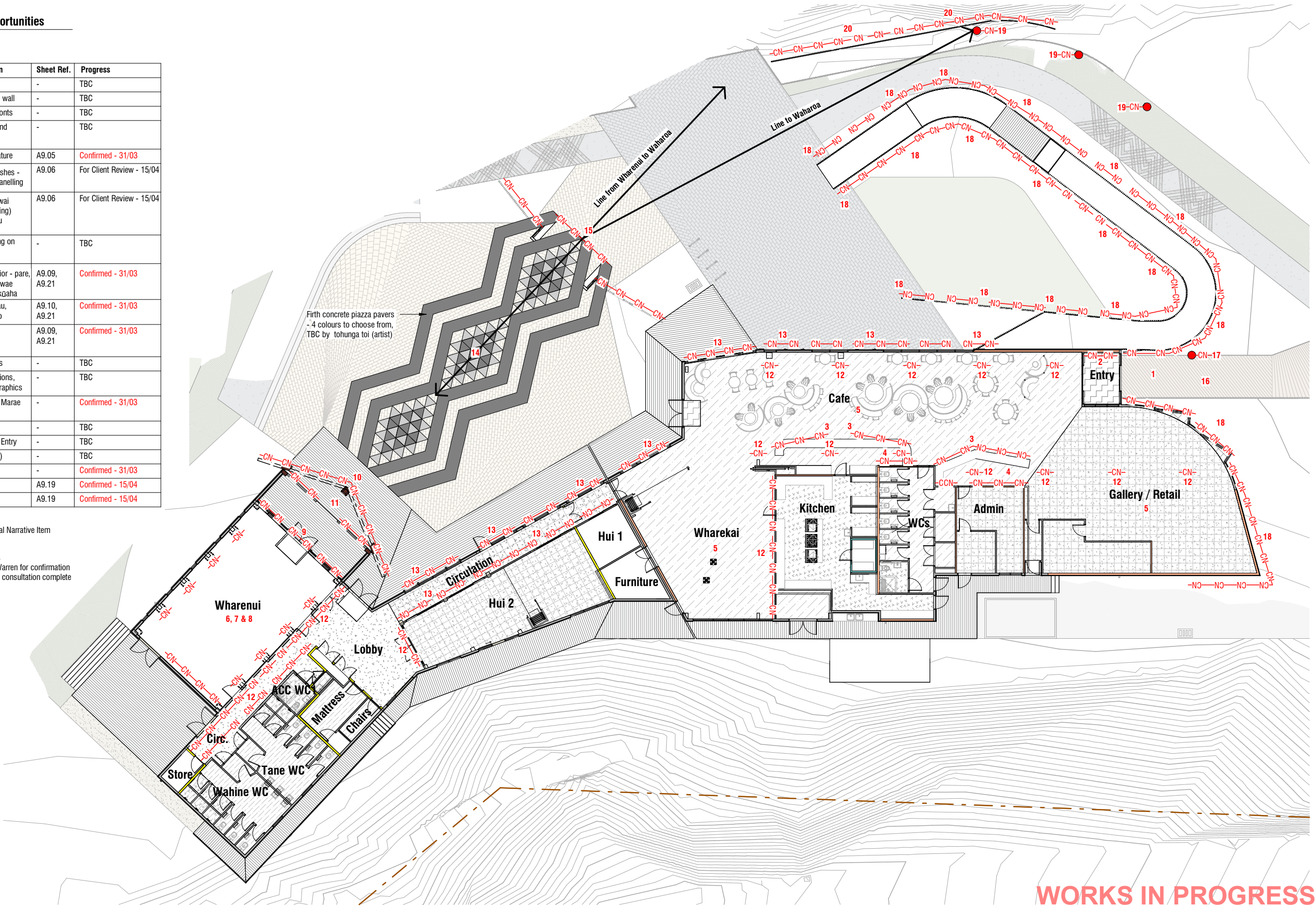
—CN— Location of Cultural Narrative Item

TBC - to begin consultation

Ongoing - consultation in process

Client Review - items issued to Warren for confirmation

Completed - items confirmed and consultation complete



WORKS IN PROGRESS

Cultural Narrative Opportunities

BOON  
design thinkers

B	15.04.2025	Developed Design
A	28.03.2025	Developed Design @ 75%
Rev	Date	Description

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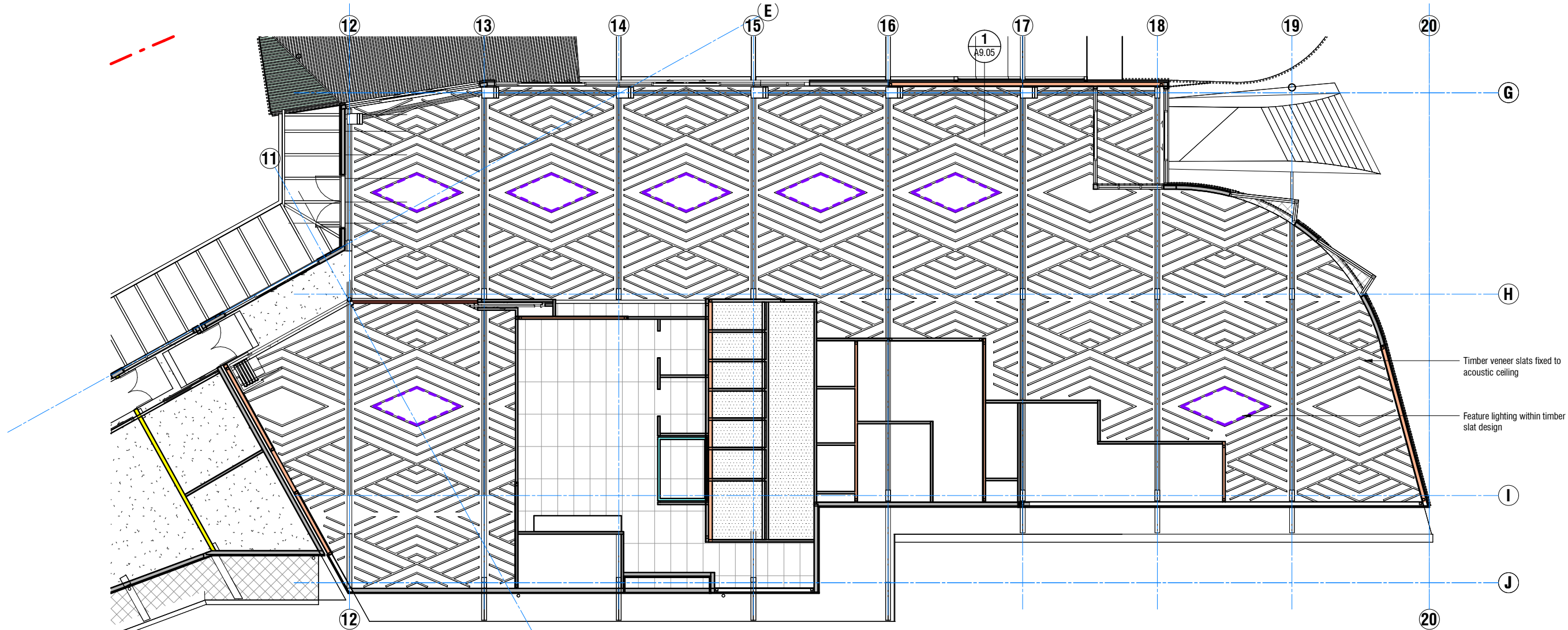
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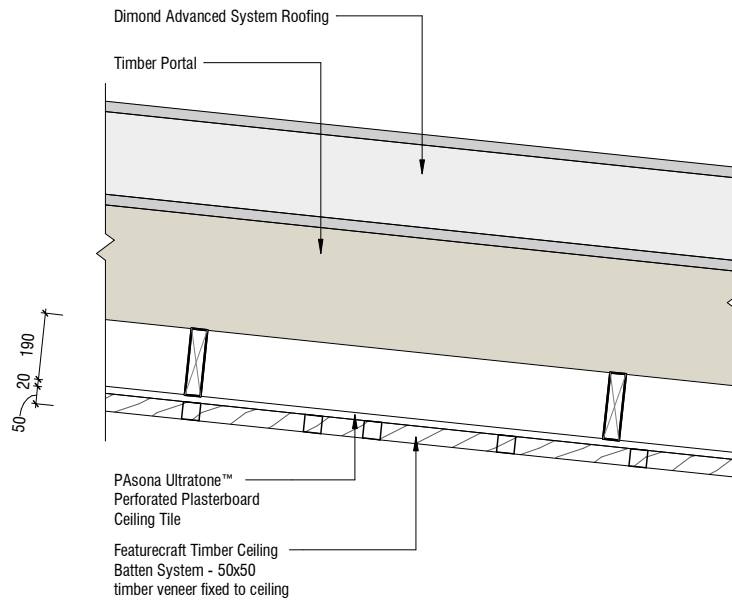
Ground Floor RCP - Cultural Narrative

Scale 1 : 150 (A3)



Ceiling Feature over Cafe

Scale (A3)



1 Feature Ceiling Detail 1

Scale 1 : 20 (A3)

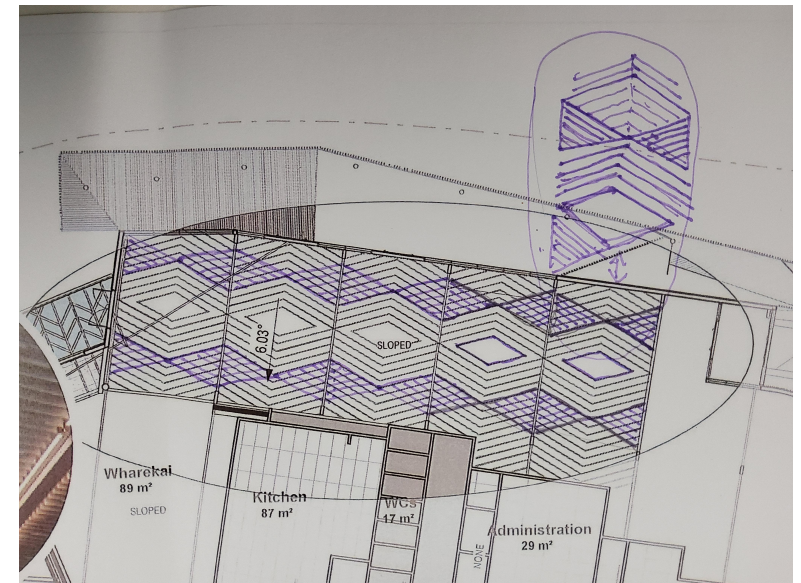
B	15.04.2025	Developed Design
A	28.03.2025	Developed Design @ 75%
Rev	Date	Description

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Sketch received from Warren (03/02/2025)

WORKS IN PROGRESS

Item 5 - Ceiling Feature

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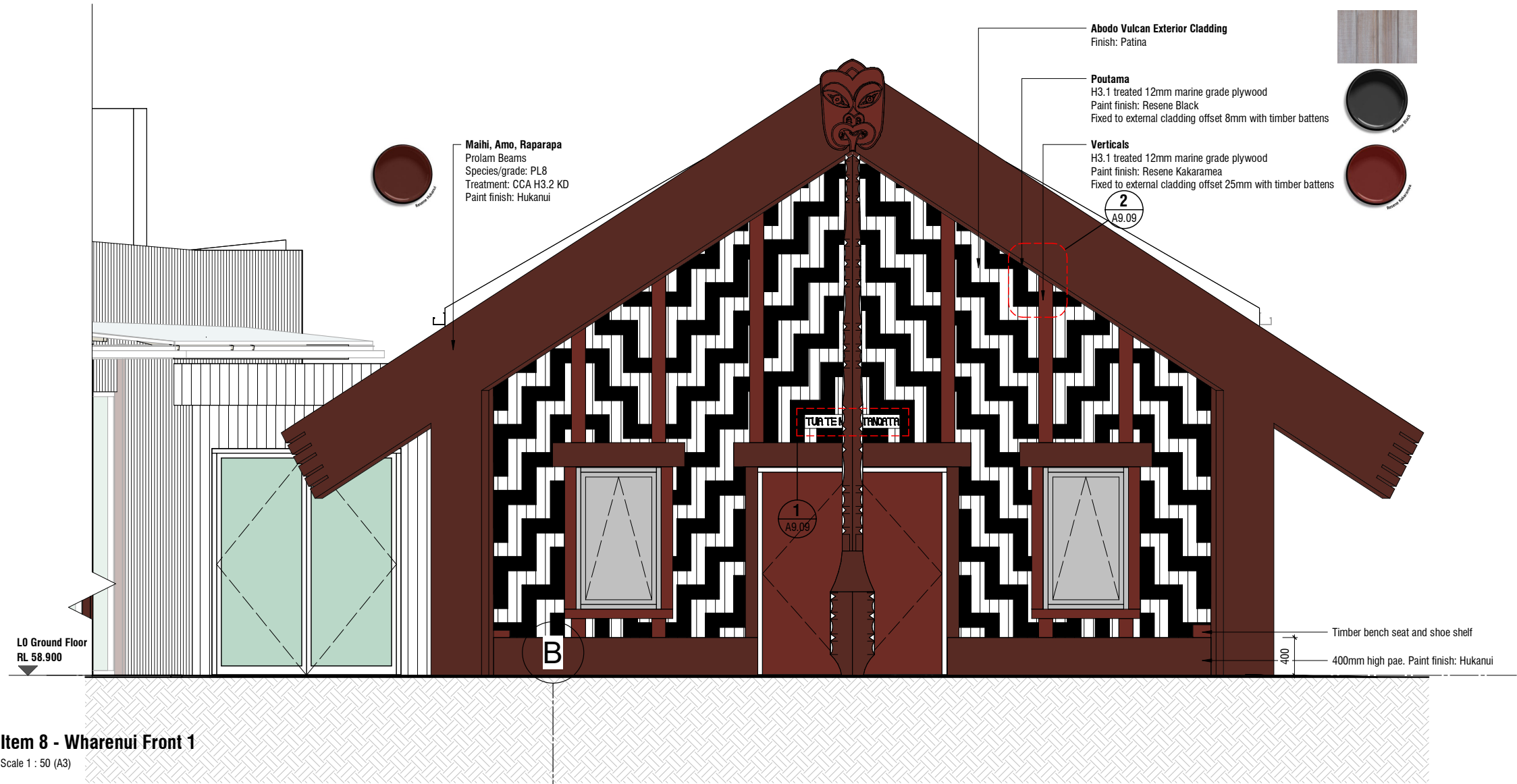


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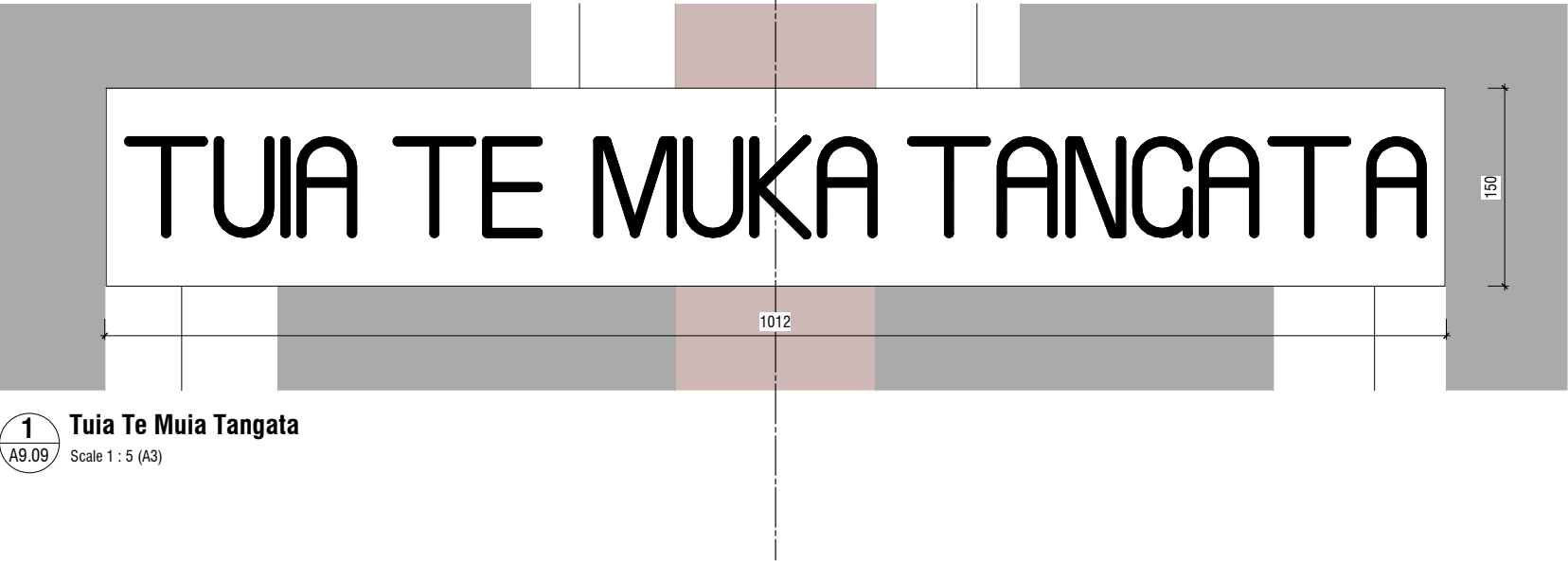


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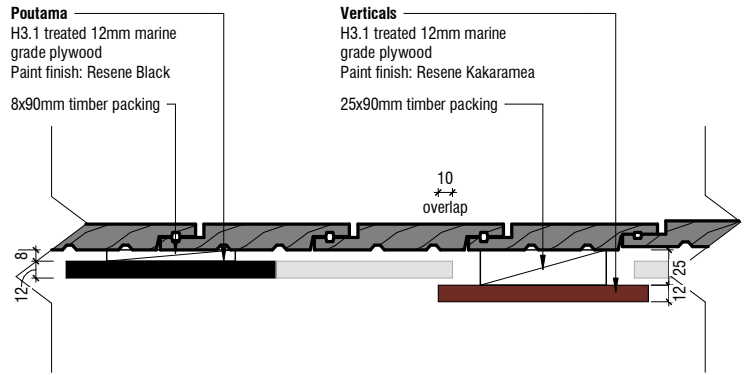
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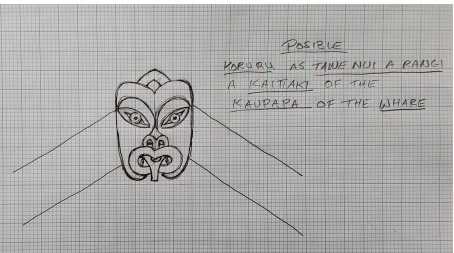
Item 8 - Wharenuui Front 1  
Scale 1 : 50 (A3)



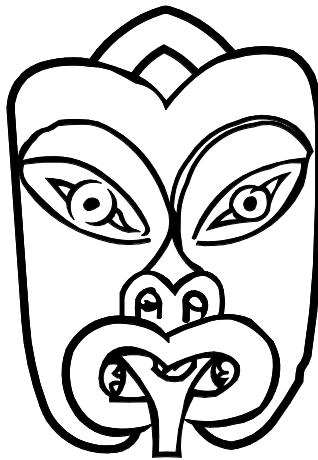
1 Tuia Te Muia Tangata  
Scale 1 : 5 (A3)



2 Wharenuui Poutama  
Scale 1 : 5 (A3)



Sketch from Warren (17.03.2025)



TANE NUI A RANGI  
KAITIAKI OF THE KAUPAPA OF THE WHARE  
Wharenuui Koruru  
Scale 1 : 10 (A3)

WORKS IN PROGRESS

Item 9 - Wharenuui Front

BOON  
design thinkers

Project Status:

Developed Design

A/ 131 Courtenay St, New Plymouth  
4310, New Zealand

P/ 06 757 3200  
E/ office@boon.co.nz  
W/ boon.co.nz

B	15.04.2025	Developed Design
A	28.03.2025	Developed Design @ 75%
Rev	Date	Description

Te Motu o Poutoa  
Address  
Cliff Road, Palmerston North

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ORIGINAL  
SIZE : A3  
NOTE: PRINTED SHEET SIZE ACCURACY ONLY, NOT FOR DRAWING SCALE

Job No.  
7068

Scale [A3]  
As indicated

Drawing No.

A9.09

Rev

B

Print Date

15/04/2025 7:55:21 am

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TUUA TE MUKA TANGATA POU:

This pou is a rakau whakapapa, the pou to be tapered

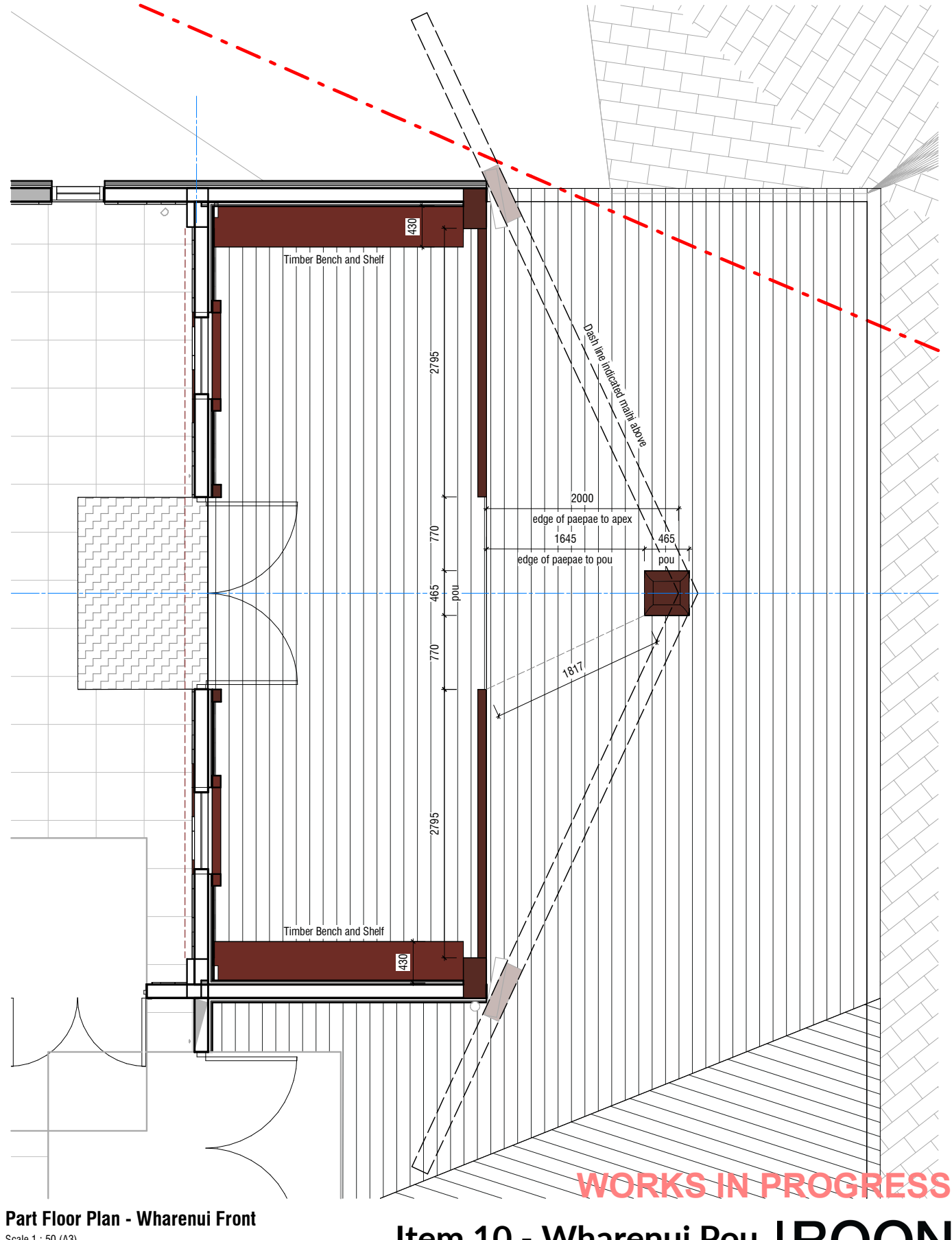
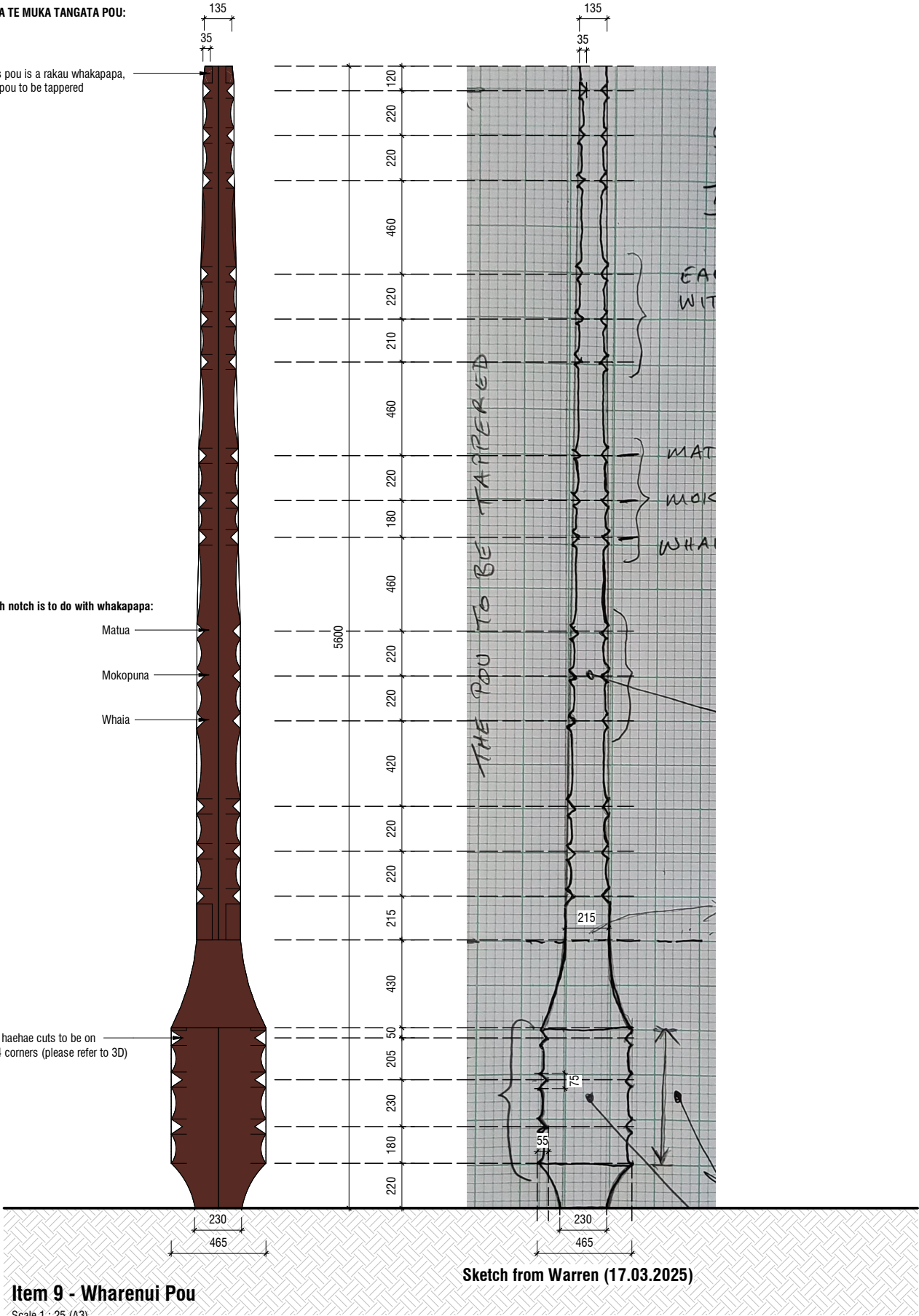
Each notch is to do with whakapapa:

Matua

Mokopuna

Whaia

The haehae cuts to be on all 4 corners (please refer to 3D)



B	15.04.2025	Developed Design
A	28.03.2025	Developed Design @ 75%
Rev	Date	Description

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Te Motu o Poutoa  
Address  
Cliff Road, Palmerston North

ORIGINAL SIZE: A3  
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Job No. 7068  
Scale [A3] As indicated  
Drawing No. A9.10  
Rev B  
Print Date 15/04/2025 7:55:23 am

Developed Design

Project Status:

BOON  
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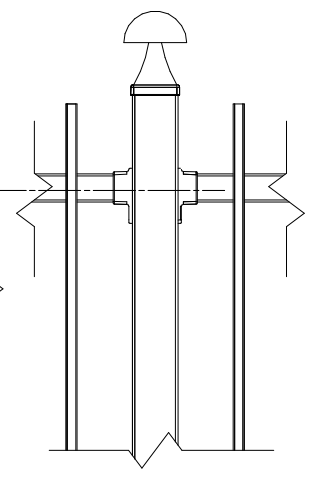
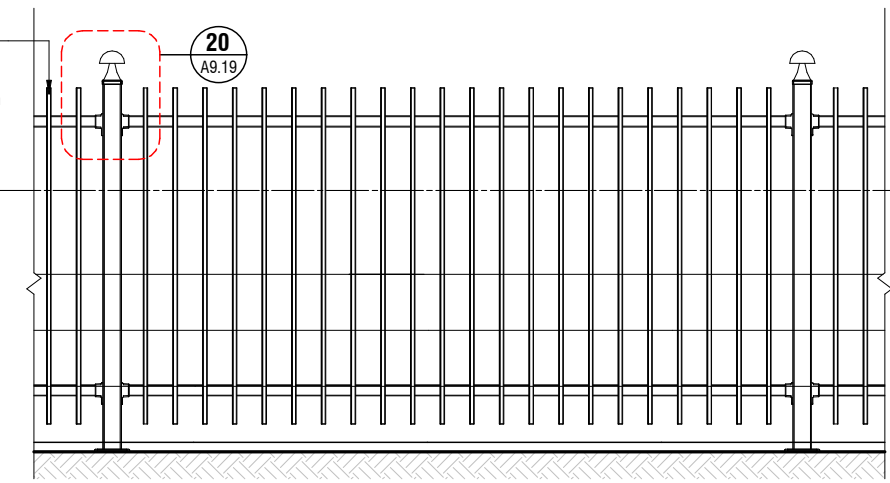
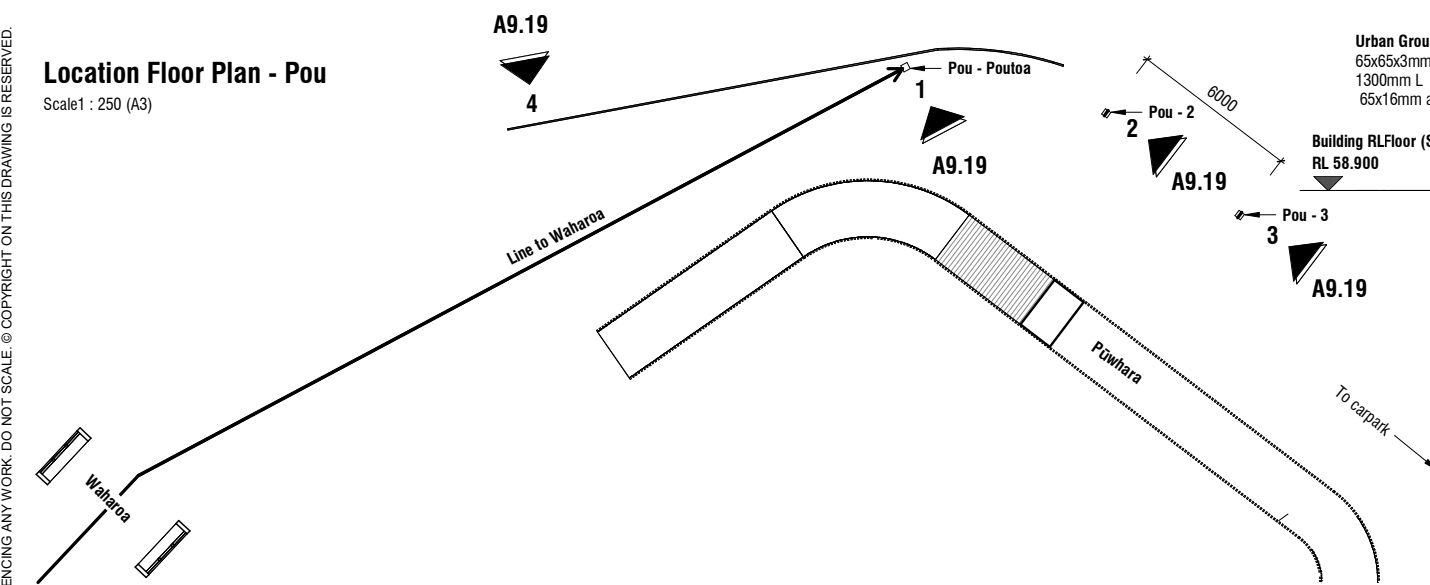
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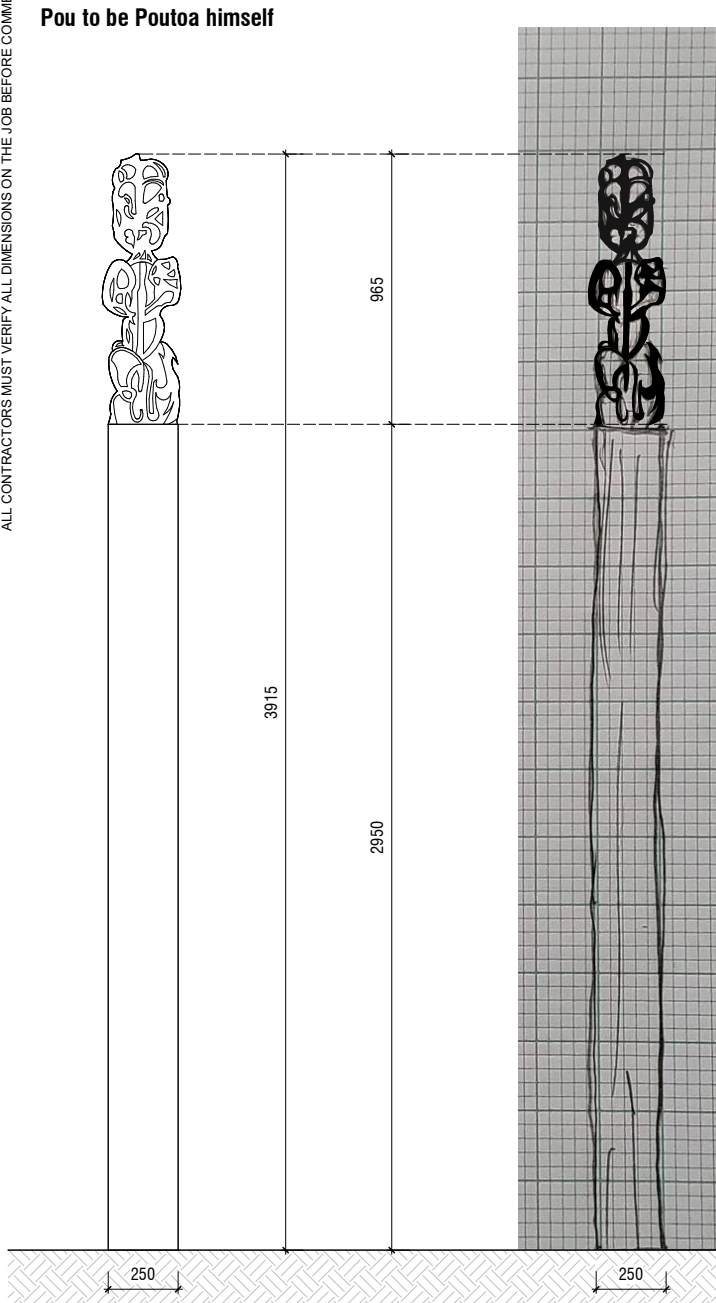
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**Location Floor Plan - Pou**  
Scale 1 : 250 (A3)



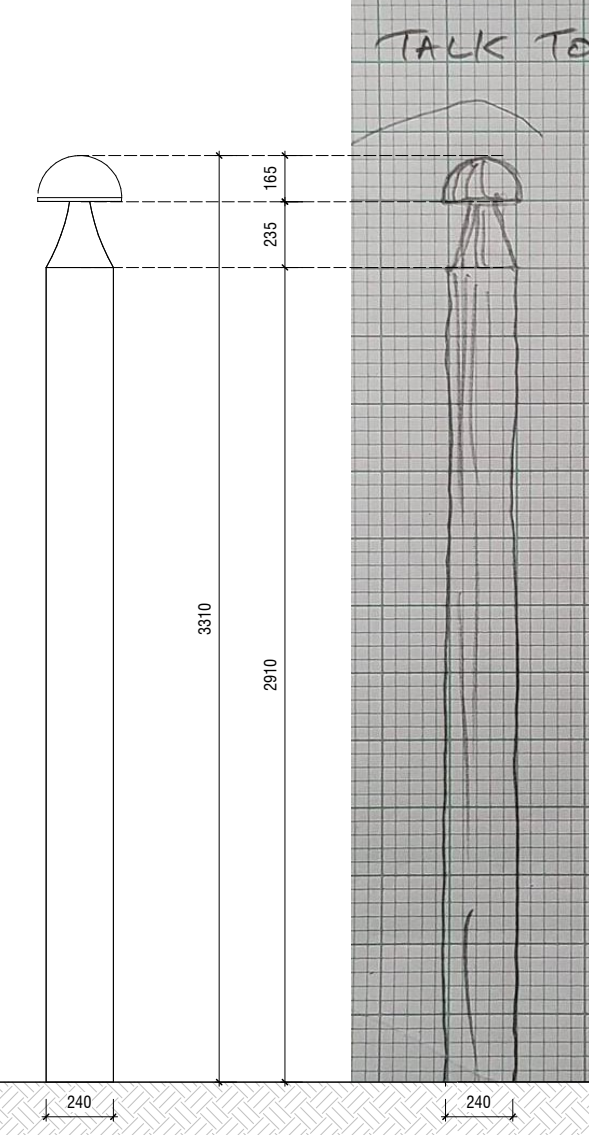
**4 Item 20 - Fence**  
A9.19 Scale 1 : 25 (A3)

**20 Item 20 - Fence Detail**  
A9.19 Scale 1 : 10 (A3)



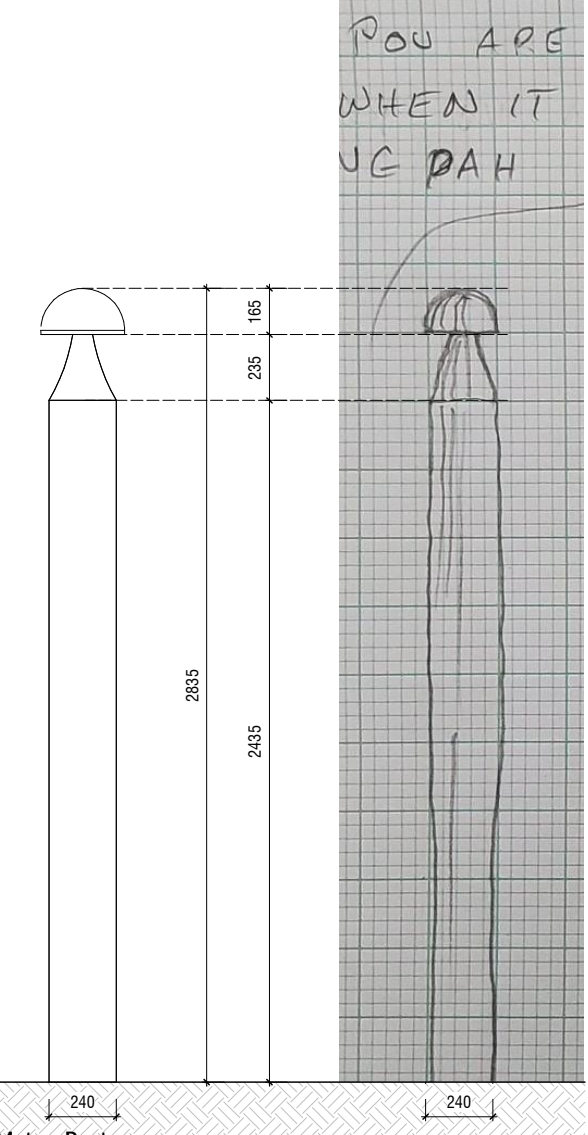
**Pou - 2**  
Symbolising the establishment  
of Rangitāne as a pā

These pou are to talk to time when  
it once was a fighting pā  
A place of sanctuary



**Pou - 3**  
Symbolising the arrival of  
Rangitāne in the area

These pou are to talk to time when  
it once was a fighting pā  
A place of sanctuary



Rev	Date	Description
A	15.04.2025	Developed Design

**Te Motu o Poutoa**  
Address  
Cliff Road, Palmerston North

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ORIGINAL  
SIZE : A3  
NOTE: PRINTED SHEET SIZE ACCURACY ONLY, NOT FOR DRAWING  
SCALE

Job No. **7068** Scale [A3] As indicated Drawing No. **A9.19**

Rev **A** Print Date **15/04/2025 7:55:24 am**

**WORKS IN PROGRESS**

**Item 19 & 20**

**Developed Design**

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B	15.04.2025	Developed Design
A	28.03.2025	Developed Design @ 75%
Rev	Date	Description

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**Te Motu o Poutoa**  
Address  
Cliff Road, Palmerston North

0 40mm  
ORIGINAL SIZE: A3  
NOTE: PRINTED SHEET SIZE ACCURACY ONLY, NOT FOR DRAWING SCALE

Job No.  
**7068**

Scale [A3]

Drawing No.

**A9.21**

Rev  
**B**

Print Date  
15/04/2025 7:55:25 am

**WORKS IN PROGRESS**

**3D Visuals**

Project Status:  
**Developed Design**

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## MEMORANDUM

**TO:** Rangitāne o Manawatū Committee

**MEETING DATE:** 6 August 2025

**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' dated 6 August 2025.

#### 1. ISSUE

- 1.1 Te Whiri Kōkō is the engagement forum between Rangitāne o Manawatū (Rangitāne) and Palmerston North City Council (Council). 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. Since the last update, meetings have been held in March, April, May, June and July of 2025.

#### 2. MATTERS RAISED

##### Local Water Done Well (LWDW)

- 2.1 There is now a monthly briefing on LWDW. This augments other engagement when required. LWDW continues to be a high priority for the Council and Rangitāne and this has been a valuable initiative owing to the pace of change and the range of interests for this work programme.

##### Pasifika Hub Project (expansion of the Pasifika Community Centre)

- 2.2 The Project Steering Group presented to Te Whiri Kōkō in June. They shared the initial design work that they are now taking to the community and Rangitāne and they remain in design phase for the next couple of months. They are co-designing with the community and have some open days as part of this iterative process.

### **Te Motu o Poutoa Civic Marae and Cultural Centre**

- 2.3 Council agreed on 4 June 2025 to establish a jointly governed CCO with Rangitāne o Manawatū. The next step in the process will be for the confirmation of the proposed entity structure and for the Council to adopt a Statement of Expectations.
- 2.4 The Project Steering Group met on 5 June where the development plan was presented for consideration.
- 2.5 Design work for Cliff Road is being undertaken to address stormwater ponding issues on the lower section of road, with the construction works intended to begin in March/April 2026.
- 2.6 A number of grant applications are underway to secure the additional external funding required.

### **Multicultural Hub**

- 2.7 Significant additional funding was secured for the project earlier this year from Lottery Community Facilities enabling it to proceed with confidence. Design work is now being finalised and the consent is being prepared.

### **Civic Cultural Precinct Project**

- 2.8 TwentyTwo consultants have been awarded the advisory services contract to assist the Council with designing and delivering the Civic Cultural Precinct. Project initiation has commenced and planning for stakeholder and partnership engagement. The early focus has prioritised identifying realistic funding and delivery models.

### **General Reserves Policy and Kahuterawa Outdoor Recreation Plan**

- 2.9 Council has now directed that these both be consulted on through July and August. It is possible that hearings will occur in September and a final decision from Council could come in October.
- 2.10 The General Reserves Policy is particularly significant to Rangitāne and the wider Māori community. The policy includes an extensive narrative about Rangitāne's connection to this area, specifies sites of significance, and relationships with indigenous flora and fauna. Key rights and obligations from the iwi settlement with the Crown are outlined as well as broader commitments from the Crown and local government to ensure Rangitāne can realise those rights.
- 2.11 Further, section 16.2 provides a clear basis for managing public access to the indigenous species Council has custodianship over. There is specific guidance for example as to how to conduct hauhake (collecting harakeke) correctly, including the reserves where this activity has been provided for. Plant use includes for rongā (medicinal) and textiles use (such as rāranga/weaving).



- 2.12 This document captures these cultural imperatives and communicates them in a clear, comprehensive and accessible way for the whole community.

### **Palmerston North Delegation to China**

- 2.13 Rangitāne appreciated the opportunity to travel as part of an international delegation to China in May. This was alongside the Mayor and other local partners, attending the Global mayors Dialogue and the Shanghai International Friendship Cities Cooperation Forum.
- 2.14 The Iwi found the trip valuable and felt that the delegation made a significant impact, and Rangitāne's presence lifted the profile of both the Manawatū and New Zealand wide contingents. The ease with which tikanga and te reo was adopted and expressed by everyone was a notable characteristic embodied by the delegation.

### **Local Government Elections**

- 2.15 Governance have been attending Māori community events to ensure the profile of the elections is lifted. Rangitāne are keen to work with Council to encourage more people from the Māori community to enrol and vote.
- 2.16 Planning has also begun with Rangitāne for a pōwhiri for the new council, tikanga elements of the inauguration ceremony, and initial discussions around the possibility of travelling to one of the Rangitāne marae early in the new term of Council.

### **Civil Defence and Emergency Management**

- 2.17 Rangitāne and the wider Māori social services network were well represented at the recent Local Welfare Committee meeting. The meeting was about building relationships and ensuring our community partners are well prepared on CDEM roles, responsibilities, and the operational settings for civil defense emergency responses. Most of the participant groups would not be involved in the immediate response but would more likely be called to assist in the days and weeks following an incident of some scale.
- 2.18 CDEM also attended Te Whiri Kōkō on July 11 and an agreement was made to establish regular meetings to discuss Rangitāne's capacity and aspirations, and to look at the possibility of joint training.

### **Draft Stormwater Strategy**

- 2.19 Rangitāne had significant input into the draft strategy and were complementary of how their priorities and aspirations were represented. The Iwi were given an update regarding the Council decision to now seek wider engagement and feedback from the community, including the development community. Council keen to ensure their values and perspectives are also able to be incorporated. An updated draft will likely come back to the Council in early 2026.

## **Two Prominent Pou To Be Erected in the City**

- 2.20 One of these will be in Highbury adjacent to the shopping precinct and will build on the collaborative work there with the community over the last few years. This pou, carved by Rangitāne kaiwhakairo Craig Kawana, represents the Māori atua Rongo, who invokes peace, peacemaking ceremonies, and agricultural pursuits. Rongo's functions also extends to hospitality, generosity and manaakitanga. The whakairo will also pick up on the multicultural nature of the Highbury community. Currently the intention is to open this in September.
- 2.21 The second has been a collaboration between CEDA and Rangitāne and would be erected near the Ara Kotahi Bridge, likely by the end of September.

## **3. ADDITIONAL UPDATES**

- 3.1 In addition to the matters detailed above officers provided updates regarding the following matters by general theme:

### **Water**

- Update on draft wastewater standards.
- Water filtration facility for Ashhurst bore site to remove high iron and manganese now under construction.
- Desilting programme for the Awatea Stream.
- Ashhurst bore site – construction continues on a water filtration facility to remove high levels of iron and manganese from the groundwater.

### **Transport**

- Manawatu Regional Freight Ring Road – Indicative Business Case.
- Amberly Avenue Bridge in Highbury has now been rebuilt and was opened in June.
- The strengthening of the Mihaere Rail Overbridge has been completed.
- Kelvin Grove 'five dips' redesign underway.
- Bus stops are continuing to be constructed with the aim of completing the remaining shelters in the next three years.
- Routine updates on major resurfacing and intersection works.
- Kahuterawa Road required urgent and significant works after an underslip. Rangitāne's support and responsiveness, and Fulton Hogan's excellent operations team ensured the repairs were achieved with a careful view to protecting the environment.

### **Parks and Reserves**

- Otāngaki – Ashhurst Domain is in the middle of public consultation and feedback will be incorporated into a report to Council in October. This includes the proposal for a natural burials area in the reserve.

### **Urban Landscape and Design**

- Conference and Function Centre parking bay renewal, and potential to use a cultural motif as part of the surface treatment.
- Hokowhitu 'Hinaki sculpture', an initiative between Rangitāne and the developer, opened in June as part of the Centennial Park subdivision.

### **Resource Recovery**

- Comprehensive Resource Recovery Services Review Section 17a underway.
- The 6m high litter fencing around the Materials Recovery Facility has been completed.

### **Strategy and Policy**

- Engagement has begun regarding Future Development Strategy and Housing and Business Needs Assessment starting with a review of the current documents. Governance models for the Joint Committee are one of the items being discussed at this initial phase.
- Plan Change Rua, reviewing the first four sections of the District Plan including the Tangata Whenua section, was introduced to Rangitāne at the July meeting.
- PNCC took over the Te Apiti Gateway carpark operational management in June.

### **Governance**

- Rangitāne have nominated Warren Warbrick to be their representative on the Caccia Birch governance board.

### **Community**

- Welcoming Communities Accreditation to Level 3 (with only three other communities in New Zealand attaining this level of recognition).

## **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?	Yes
Are the decisions significant?	No
If they are significant do they affect land or a body of water?	No
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative procedure?	No
Is there funding in the current Annual Plan for these actions?	Yes
Are the recommendations inconsistent with any of Council's policies or plans?	No
The recommendations contribute to: All of Council's Goals	
The recommendations contribute to the achievement of objective/objectives in: 14. Mahere mana urungi, kirirarautanga 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:** 6 August 2025

**TITLE:** Work Schedule for Here-Turi-Kōkā August 2025

### RECOMMENDATION TO RANGITĀNE O MANAWATŪ COMMITTEE

1. That the Rangitāne o Manawatū Committee receive its Work Schedule dated Here-Turi-Kōkā August 2025.

### COMMITTEE WORK SCHEDULE

Item #	Report Date	Subject	Officer Responsible	Current Position	Date of Instruction & Clause number
1.	Here-Turi-Kōkā 6 August 2025	Te Motu o Poutoa Development Plan – Progress Report	General Manager Infrastructure		Terms of Reference
2.	Here-Turi-Kōkā 6 August 2025	Te Whiri Kōkō – Council Engagement with Rangitāne o Manawatū	General Manager Strategic Planning	Standing Item for every meeting	26 April 2023 Clause 4-23

**Attachment:** Rangitāne o Manawatū Committee 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.