



Kia Tu Pakari ai Tatou

“Kia Tu Pakari ai Tatou”

SmartGrowth Combined Tangata Whenua Forum

Wednesday 12 August at 9:30am – 12:30pm

Venue: Historic Village, 17th Ave Tauranga, Balcony Room

Karakia / Whakatau

9:30am	1. Meeting protocols	Chairperson
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9:30am	2. Apologies	Chairperson
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Minutes and Actions

9:35am	3. Previous minutes from 18 February 2020 (Paper A)	Chairperson
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9:40am	4. Actions from previous meetings (<i>Included in the minutes</i>)	Chairperson
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Forum Matters

9:50am	5. CTWF Governance Review	Tu Pakari Advisor
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SmartGrowth Implementation		
10:30am	6. Urban Form Transport Initiative (UFTI) – He Manukura	Robert Brodnax Irene Walker
11:00am	7. Western Bay of Plenty Transport System Plan – Governance Representation (Paper B)	Chairperson
11:30am	8. SmartGrowth Leadership Group - Alternates (Paper C)	Chairperson
Other Business		
12:00		
Conclusion		
12:15pm	9. Key message for SmartGrowth Leadership Group	Chair
12:30pm	10. Karakia Whakamutunga	Chairperson
Future CTWF meetings		
Bi-monthly meeting – TBC		
If you have any questions or queries, please contact SmartGrowth on 07 579 0027 or info@smartgrowthbop.org.nz		



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Combined Tangata Whenua Forum Terms of Reference

6.3 Combined Tangata Whenua Forum

Key Responsibilities:

- Have input into the development of the SmartGrowth strategies and implementation of actions from tangata whenua perspective.
- Support the implementation of the Strategy through an audit role and the provision of information and advice.
- Provide timely and effective feedback on implementation actions.
- Provide essential communication links to and from constituent iwi and hapu.
- Provide input into the appointment of a Tu Pakari Advisor in conjunction with SLG chair and CTWF chair.
- Maintain links between Treaty settlement outcomes and strategy implementation.

Form:

- Membership comprising the Tauranga Moana Tangata Whenua Collective (TCC) and iwi/hapu members of Partnership Forums (WBOPDC).
- Meet at least six times a calendar year, generally on a bi-monthly basis.
- Meet up to six times a calendar year, generally on a bi-monthly basis to workshop issues and topics of interest to SmartGrowth and the CTWF
- Meeting attendance funded in a manner consistent with TCC and WBOPDC Council policy.
- Scope for members of the CTWF to be seconded to the Committee if required to provide insight into specific issues.
- Serviced by the Tu Pakari Advisor in respect of agendas, papers, and report preparation.
- Tu Pakari Advisor shall be co-Chairperson of the CTWF, the CTWF shall elect a co-Chairperson of the CTWF and follow the elections process as CTWF members to SLG

CTWF Representation to SLG:

- Representation from the CTWF to SLG will consist of:
 - 1 member appointed by the Tauranga Moana Tangata Whenua Collective (TCC);
 - 1 member appointed by the Partnership Forums (WBOPDC);



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- 2 members elected by the CTWF; and
- CTWF representatives to SLG term will be 3 years and rotating on an annual basis starting from the:
 - local body elections confirming the Tauranga Moana Tangata Whenua Collective appointee and Partnership Forums appointee (year 1)
 - longest serving CTWF elected member (year 2)
 - next serving CTWF elected member (year 3)
- Appointments or elections will take place in the last calendar quarter of the year unless a SLG CTWF vacancy occurs
- Nominees for CTWF members to SLG must be a member of either the Tauranga Moana Tangata Whenua Collective or Partnership Forums
- Nominees will require the written support of one other CTWF member which must be submitted to the Tu Pakari Advisor one month prior to the scheduled meeting
- CTWF members will receive the agenda including, where provided information on the nominees
- If one nomination is received, no election will be required

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- The CTWF will be responsible for ensuring the Rangatiratanga of the hapu and Iwi (tangata whenua values, principles, traditions and customs) are taken into account and maintained throughout the implementation of the strategy.
- The CTWF is a reference group to support the future growth related needs of hapu and Iwi.

Tangata whenua Audit:

- An audit on the implementation of the strategy by the CTWF will be a key monitoring function for tangata whenua in assessing the outcomes of the strategy.

Tangata whenua Leadership

- The collective knowledge and experience within the CTWF provides strong leadership and direction to the SmartGrowth Implementation decisions on specific and generic actions affecting tangata whenua.
- Tangata whenua will provide leadership in the implementation of some actions solely, shared as a member of the SmartGrowth Implementation Committee or as a support to other lead agencies.
- Tangata whenua engagement in the implementation and monitoring will provide confidence in the growth and development processes.

Communication and Liaison with Tangata whenua:



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- The CTWF provides a regional forum for hapu, Iwi and Maori to raise implementation issues. The use of Marae and specialist workshops has proven to be an effective communication tool in engaging tangata whenua. These internal networks and techniques should be utilised to ensure that momentum of the strategy is maintained.

Relationships:

- CTWF participants are able to raise issues for discussion within the CTWF meetings to be taken to the SLG and other forums by the tangata whenua representative and/or the Tu Pakari Advisor.
- The CTWF is able to develop issues/ recommendations that have not been solicited by the SLG and present these to the committee.

Participation:

- The CTWF will openly debate issues, with the opportunity for all participants to contribute. All meetings are open to whanau, hapu Iwi and Maori across the sub-region.

Autonomy:

- The CTWF will consolidate and summarise all the knowledge and representations of the participating hapu and iwi.
- It is recognised that this knowledge will be based on personal/hapu and iwi values and views.
- It is acknowledged that the CTWF participants will not always agree on issues.
- Any feedback/ recommendation to the SLG will include all of the opinions and positions of the CTWF participants.
- CTWF participants will be able to present, in person, their differing views to the SLG, to ensure their position is appropriately articulated.

Communication:

- Communication between the CTWF and the SLG will be either a formal written report or presentation prepared by the Tu Pakari Advisor.
- A major focus of the communication between the two groups will be on building relationships, trust and honest interaction.

Operational Process:

- Facilitation, Independent Chair to continue in this role.
- CTWF participants own the process and operation of the group so they must contribute to the running of the process.
- Participating hapu and iwi will support each other to ensure equal opportunity to contribute.



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- Open invitation for members of both the CTWF and SLG to attend each other's meetings.
- Alternate's representation is allowable.
- Alternate must come prepared for meetings and may not propose different hapu and iwi agendas to those already raised by the usual representative. The CTWF will have access to copies of all the reports sent to the SLG.

Combined Tangata Whenua Forum [CTWF] – Membership

Members	Representation	Members	Representation
Shad Rolleston	SmartGrowth Tu Pakari Advisor	Des Tata, Peri Kohu	Te Mana O Ngai Tamarawaho Inc
Reon Tuanau, Whitiora McLeod	Ngāi Te Rangi	Tiki Bluegum	Ngāi Tamawhariua
Te Pio Kawe, Rangiwakaehu Walker	Ngāi Te Ahi	Reremanu Wihapi, Dean Flavell	Tapuika Iwi Authority
Mita Rahiri, Ngaronoa Reweti-Ngata	Ngāti Kahu	Kevin Tohiariki	Te Whanau A Tauwhao
Pia Bennett	Ngāti Mākino	Nessie Kuka	Matakana Island
Verna Ohia-Gate, Matire Duncan	Nga Potiki	Sylvia Willison	Ngai Tamarawaho
Buddy Mikaere	Ngāti Pūkenga	Julie Shepherd	Pirirakau Hapu
Wiremu Hiamoe, Rapata Rangitukunoa	Ngāti Tapu	Riki Nelson	Ngāti Te Wai
Sonny Ranapia	Ngāti Whakahemo	Manu Wihapi	Tuhourangi
Hayden Henry, Neil Te Kani	Ngāi Tukairangi	Stanley Walker, Lance Waaka	Te Waka a Ngāti Ruahine
Carlton Bidois	Ngāti Ranginui	Maru Tapsell, Archie Grant	Waitaha
Veronica Manu Seddon, Tawharangi Nuku	Ngāti Hangarau	Puhirake Ihaka	Tangata Whenua Collective Chairperson
Gail Kataraina Skerrett-White, Raewyn Bennett	Ngāti Pikiāo	Tania Turner	(Ngati Whakahemo)
		SmartGrowth Partner Staff	
Pine McLeod	Ngāti He	Carlo Ellis, Keren Paekau	Tauranga City Council



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Reg Hodge	Ngāti Whakaue	Chris Nepia, Petera Tapsell	Western Bay of Plenty District Council
Dean McLeod	Ngati Kaahu	Clarke Koopu	Bay of Plenty Regional Council
Wharekonehu Tenoni	Rangiwewehi		
John Pini	Tapuika		
Nathan James, Chris Stokes	Ngati Kuku		



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**Minutes of SmartGrowth Combined Tangata Whenua Forum
 Tuesday 18 February 2020 from 9:30am to 12:30pm
 The Kollektive, Mawhero (Pink) Conference, 17th Avenue**

Present at the Hui were:			
Shad Rolleston	Chairperson	Riki Nelson	Ngati Te Wai
Puhirake Ihaka	Tangata Whenua Collective Chairperson	Pine McLeod	Ngāti He
Kevin Tohiariki	Te Whanau A Tauwhao	Irene Walker	Ngai Te Ahi
Whitiora McLeod	Ngaiterangi Iwi Runanga	Gail Kataraina Skerrett-White	Ngāti Pikiāo
Maru Tapsell	Waitaha	Veronica Manu Seddon	Ngāti Hangarau
Hayden Henry	Ngai Tukairangi	Tiki Bluegum	Ngāi Tamawhariua
SmartGrowth	Vicki Jones (minutes)		
Other	Jenna		
Partner Staff			
Apologies forum members:		Buddy Mikaere	Mita Rahiri - apology lateness
Previous Minutes	The last Hui was a workshop no minutes for consideration.		
CTWF Review	Governance		



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	<p>Agreement that the CTWF forum meetings should continue going forward considering the issues in the wider western bay sub region.</p> <p>The SmartGrowth Leadership Group meetings with the Tangata Whenua members that sit around the table is currently open for review and discussion. Shad noted that the governance group has reduced its membership down from 4 members for each partner to 3. The meeting discussed 3 proposed governance options below for consideration.</p> <p>The current Tangata Whenua SLG members Buddy Mikaere, Maru Tapsell, Puhirake Ihaka, Irene Walker.</p> <p>Option 1 (status quo) – Each of the Maori councils forums to appoint one member, and CTWF forum to elect two members.</p> <p>Option 2 – Each of the Maori councils forums to appoint one member, and Mauao constituency member is an automatic member</p> <p>Option 3 – Appointments panel – an appointments panel would form to assess nominations and make appointments to the governance committee</p> <p>Forum agreed to remove option 3B</p> <p>Comments from the forum:</p> <ul style="list-style-type: none">• We need strong representation from the right people to ensure we have effective delivery to the SLG group.
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- We need to look at the mix of representation, skills and experience to sit on SLG.
- There could be a criteria to be met for the roles and the appointments could be made by the panel.
- It was suggested that a supporting role sits under the reps. This would be made up of a small group that gets together to workshop matters.
- If option 2 was agreed, the Mauao member would need to participate and engage with tangata whenua on the various forums
- Who would sit on the appointment panel? It may be the Chairs from each of the forums.
- There was a strong preference for option 1. It was suggested to take the options back to our whanau for further discussion and bring back to the table for discussion at the next Hui.

Tu Pakari Advisory

Discussion took place around the current Tu Pakari Advisor role. Shad put forward an option for the hui to consider.

Current – Tu Pakari Advisor 0.2 FTE

Proposed – Tu Pakari Advisory Team

- Senior advisor 0.5 FTE



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- Technical advisor 1 FTE
- TCC Maori policy
- WBOP Maori policy
- BOPRC Maori policy

The purpose of the Tu Pakari Advisory team would be to:

- support the CTWF,
- support CTWF governance members,
- provide advice to Chief Executives and Mayors and Chairs
- support technical advisory groups
- engage with iwi, hapu and land Trusts
- report and deliver on key SmartGrowth project and actions

The meeting suggested the team finalise the proposals to put forward for consideration. From time to time there may be the availability to have contractor on an ad-hoc basis when required and the advisor could bring together smaller working groups.

Keren, Clark, Chris and Shad will work together and discuss in further detail.



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	<p>April the proposal will be brought back to the forum with the estimated costings and terms of reference for consideration.</p>
<p>Action</p>	<p>Option 3B – Agreed to remove as option</p> <p>Preference for Option 1 It was strongly expressed that a Mauao constituent to be added to option 1A and fully engage across the forums. Take option 1 back for discussion to individual forums for discussion and we will move at next meeting.</p> <p>Shad to review terms of reference and proposal with estimated costings for new resource team. Keren, Clark, Chris, Shad confirmed will work together and discuss the details further.</p>
<p>TW UFTI Contract</p>	<p>Irene has noted a small team has been pulled together to start reviewing the SmartGrowth Leadership Group documents from the UFTI team in relation to Tangata Whenua. The reports that are being reviewed are Growth Management (desk report) look at the draft interim report by UFTI – Looking at the Tangata Whenua gaps. We have small window to pull together the aspirations of Tangata Whenua. Irene noted they started this process in October and have drawn up an agreement with TCC and must complete the project by the end of April. We need to collate the information and scope for Tangata Whenua Leadership Group and take out for consultation and co-design moving forward. The Government will not accept the UFTI proposal unless Tangata Whenua is included in the partnership. At this stage this is a review and scope. Riki noted he would like to engage with Irene in this process.</p>
<p>Other Business</p>	<p>Riki will be presenting at the next Hui – Cultural monitoring training proposal, negotiating rates for cultural advisors and how this will be achieved. The proposals for the Cultural monitoring framework will have 6 modules in the one-day workshop.</p>



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	<p>Shad – End of last year NZ govt released national policy statement and had conversation with a couple of officials and they were asking if we had a view regarding urban environments and how we provide for growth etc, Shad has reviewed document and will circulate to the forum for review and any additional comments.</p> <p>Government reforming the govt management system appt of the independent panel to review proposals, they have released a paper that highlights the issues with RMA / processes. Discussion document will be sent out to the forum, please submit your views.</p> <p>Need to start collecting submissions in regard to RMA.</p>
Action	Shad - please send above documents to Vicki for circulation to the forum on your behalf
Meeting Closed at: 12:20pm	Next meeting 22 April Historic Village, Balcony Room 9:30am-12:30pm

Action No.	Meeting	Description	Action
1.	February	<p>Preference for Option 1A</p> <p>It was strongly expressed that a Mauao constituent to be added to option 1A and fully engage across the forums.</p> <p>Take option 1 back for discussion to individual forums for discussion and we will move at next meeting.</p>	All
2.	February	Shad to review terms of reference and proposal with estimated costings for new resource team. Keren, Clark, Chris, Shad confirmed will work together and discuss the details further.	Shad/Team
3.	February	Shad please send the documents to Vicki noted in above minutes for circulation on your behalf.	Shad/Vicki



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PAPER B

Committee Name	Combined Tangata Whenua Forum
Committee Meeting Date	July 2020
Author	Shad Rolleston, Tu Pakari Advisor

Western Bay of Plenty Transport System Plan – Governance Representation

A request has been made for Combined Tangata Whenua Forum (CTWF) representation on the Western Bay of Plenty Transport System Plan (TSP) governance group.

The purpose of the TSP project is to:

- Translate the Western Bay of Plenty sub-regions Urban Form and Transport Initiative (UFTI) into implementation
- Identify the preferred strategic form (e.g. key corridor typical cross section) of the sub-regions key transport network to deliver appropriate levels of service for all transport modes.
- Deliver a sub-regional network wide, multi-modal, corridor level, operating model for the transport network (to be known as the System Operating Framework).
- Develop Single Stage Business Cases (preferred design options) for priority routes.
- Identify activities needing to be included in project partner investment programmes.

It is proposed that one of the CTWF governance members represent the views and interests of tangata whenua on the TSP governance group. The reasons for appointing a governor is to ensure governors are aware of the strategic issues facing the sub-region from a SmartGrowth perspective and can provide strategic oversight from a tangata whenua perspective.

It is intended the governance member will **report** at each CTWF on key matters, issues and opportunities raised in TSP.

Recommendations

It is recommended that CTWF:

1. **Receive** this report
2. **Agree** to appoint a governance member of the CTWF to the Western Bay of Plenty Transport System Plan governance group

19 March 2020



Combined Tangata Whenua Forum
Attention: Buddy Mikaere (Chair)

Via email buddy@buddymikaere.com

Tēnā koe Buddy

Western Bay of Plenty Transport System Plan: Request for tangata whenua representation

I am writing to you in your capacity as Chair of the Combined Tangata Whenua Forum that provides advice to the SmartGrowth partnership.

The Western Bay of Plenty Transport System Plan (TSP) Governance Group would like to have tangata whenua representation involved in this programme, at the governance level.

Being a cross organisation project that involves Tauranga City Council, Bay of Plenty Regional Council, Western Bay of Plenty District Council, New Zealand Transport Agency, Port of Tauranga and KiwiRail a regional perspective is a priority. This includes tangata whenua representations, and that these are best channeled through the Combined Tangata Whenua Forum (CTWF). In your role as Chair of CTWF, could you please advise on the most appropriate process to appoint such a representative onto the TSP Governance Group.

To help in your consideration of this request I can advise that the purpose of this project is to:

- Translate the western Bay of Plenty sub-regions Urban Form and Transport Initiative (UFTI) into implementation
- Identify the preferred strategic form (e.g. key corridor typical cross section) of the sub-regions key transport network to deliver appropriate levels of service for all transport modes.
- Deliver a sub-regional network wide, multi-modal, corridor level, operating model for the transport network (to be known as the System Operating Framework).
- Develop Single Stage Business Cases (preferred design options) for priority routes.
- Identify activities needing to be included in project partner investment programmes.

Should you wish to discuss this matter please let me know, I would be happy to connect via Skype or phone with you. I can be contacted by phone, 021 764 197 or email: dean.kimpton@tuhuraconsulting.co.nz.

I look forward to hearing from you.

Naku noa

A handwritten signature in black ink, consisting of several loops and a final horizontal stroke.

Chairperson, Western Bay of Plenty Transport System Plan

PAPER C

Committee Name	Combined Tangata Whenua Forum
Committee Meeting Date	August 2020
Author	Shad Rolleston, Tu Pakari Advisor

SmartGrowth Leadership Group – Governance Appointments and Alternates

Background

Three matters are raised in this paper relating to governance representation. Firstly the appointments process of governance members to SmartGrowth Leadership Group (SLG), appointments of alternates, and voting of the Independent chair.

Some members of the Combined Tangata Whenua Forum (CTWF) have raised concerns with the current appointments process to the SLG, particularly geographic distribution. The current appointments arrangements to SLG allows the Western Bay of Plenty Partnerships Forum (Partnership Forum) to make one appointment from their membership, and one appointment from the membership of Te Rangapu Mana Whenua o Tauranga Moana (Rangapu). Two other representatives are elected from the CTWF.

At the March meeting of the SLG, an updated Joint Committee Agreement was put forward which allowed the Crown to join the SmartGrowth partnership at a governance level.

The Agreement was approved by the SLG and referred to the partner councils for adoption. Two matters have been raised by the Bay of Plenty Regional Council:

- A provision for alternates to attend SLG meetings.
- That the Independent Chair not be given voting rights

In relation to the first matter, it has been agreed among the partners that **alternates** will be added into the Agreement. One alternate per SmartGrowth partner will be allowed for. This includes the three councils, tāngata whenua and the Crown.

In terms of the second matter, it is not possible to give effect to this request as Clause 24(2), Schedule 7 of the Local Government Act 2002 states that the chairperson or other person presiding at a meeting has a deliberative vote. This is also echoed in the standing orders of both the Tauranga City Council (which is the administrative authority for SmartGrowth). As noted previously where matters are contentious or there are differing views, these are left on the table for further discussion and report back. Having a voting chair also contributes to the quorum.

Governance Appointments

One option to address the perceived distribution issue would be to amend the CTWF Terms of Reference both the Partnership Forum and Rangapu appoint two governance representatives each from their membership.

Appointment of Alternate

The CTWF alternate member will represent the interests of the CTWF when a full CTWF governance member is absent. I suggest CTWF apply the following process to elect and appoint an alternate CTWF governance member to SLG.

- Nominees must be confirmed members of either the Western Bay of Plenty Partnership Forum or Te Rangapu Mana Whenua o Tauranga Moana;
- Nominations open DATE and close 5pm DATE;
- Nominations are to be sent to the Tu Pakari advisor in writing;
- Election will be held DATE by ballot; and
- Successful candidate will be announced concluding the election.

Recommendations

It is recommended that Combined Tangata Whenua Forum:

- 1 **Receive** and note the contents of this report
- 2 **Note** option for amending the Terms of Reference for the Western Bay of Plenty Partnership Forum and Te Rangapu Mana Whenua o Tauranga Moana to appoint two members each from their fora to the SmartGrowth Leadership Group
- 3 **Confirm** the appointments process to elect and appoint an alternate to SmartGrowth Leadership Group