

MANA WHENUA STEERING GROUP – PETONE TO GRENADA LINK ROAD

NGĀ TIKANGA WHAKAHAERE/TERMS OF REFERENCE

Te Aronga Matua - Purpose

To outline the Terms of Reference for the Mana Whenua Steering Group (MWSG) for Petone to Grenada Link Road and Cross Valley Link Road projects (the Project).

The Petone to Grenada Link Road and the Cross Valley Link has been listed under the Government Policy Statement on Land Transport 2024 (GPS)¹ as one of the “Roads of National Significance” to unlock housing growth in the region.

- The Petone to Grenada Link Road proposes to be a transportation link between Porirua and the Hutt Valley – namely State Highways One and Two.
- The Cross Valley Link proposes to be cross Hutt Valley connection between State Highway Two and Seaview.

The MWSG will represent a partnership between New Zealand Transport Agency Waka Kotahi (NZTA) and Taranaki Whānui ki te Upoko o te Ika and Ngāti Toa Rangatira (iwi mana whenua). It will be a forum in which aspirations, values, interests and cultural responsibilities of iwi mana whenua can be discussed and acknowledged as part of this Project.

The partnership approach via a MWSG between NZTA and iwi mana whenua exists for current projects within Te Whanganui-a-Tara and the Greater Wellington Region. Continuing this forum for new projects builds on a benchmark that existing MWSGs have set for partnerships with mana whenua for significant infrastructure projects across Aotearoa New Zealand. This MWSG will provide a collaborative approach to identify genuine opportunities for iwi mana whenua while focusing on delivering positive social, cultural, economic and environmental outcomes for the Project and the wider region.

¹ The GPS sets out the Government’s strategy to land transport and its direction on investment in land transport. The GPS has four strategic priorities: economic growth and productivity, increased maintenance and resilience, safety and value for money.

Ngā Mahi me te Mana - Role and Responsibilities

The role and responsibilities of the MWSG include (but are not limited to):

- Providing strategic oversight, cultural leadership and guidance to ensure that opportunities are identified for iwi mana whenua in all phases of the Project – which reflect its aspirations, values and interests.
- Providing direction on how mana whenua, communities, marae and iwi representative entities are appropriately informed, engaged and involved on relevant matters related to the Project.
- Ensuring that mana whenua values are integrated into all phases of the Project and that mana whenua tikanga and kawa are appropriately applied.
- Providing quarterly project updates to the representative entity that appointed them.

Ngā Whainga – Objectives

The objectives of the MWSG are to:

- **Exceed best practice** – To be an exemplar for an authentic Treaty partnership, that is mana enhancing for all parties and delivers on the relevant iwi and Crown strategies that provide for improved economic, social and cultural outcomes for mana whenua and Māori within the region.
- **Identify opportunities** - To identify and influence opportunities that reflect mana whenua aspirations and interests and provide positive outcomes for the Project and the wider community and.
- **Connect people and communities** – To be the primary connection for the Projects between the government agencies and the wider mana whenua communities, marae, trusts and the representative entities which appoint them.
- **Realise aspirations and deliver outcomes** – To support and guide the delivery of outcomes that support mana whenua aspirations, values and interests and project objectives.

Te Mematanga – Membership

The MWSG will comprise of membership from the following parties:

- **Taranaki Whānui ki te Upoko o te Ika:** up to three appointed representatives;

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- **Ngāti Toa Rangatira:** up to three appointed representatives;
- **New Zealand Transport Agency Waka Kotahi:** up to two appointed representatives.

The MWSG may agree to invite other organisations and technical specialists to attend and contribute to matters of interest.

Ngā Hui - Meetings

- The MWSG shall meet monthly during the initiation phase, moving to quarterly once the project delivery has been confirmed, or at such other frequency as agreed, depending on the nature of the work being completed.
- The MWSG will be chaired by a Taranaki Whānui representative.
- The MWSG is a closed hui for appointed members and invited manuhiri only.
- Members of the MWSG are encouraged to attend and be prepared for all hui or nominate a representative in their absence. If they are unable to make a hui, they should inform the chair in advance.

The Chair will be responsible for ensuring that a progress report on the Project is provided to iwi representatives trusts (Taranaki Whānui ki te Upoko o te Ika a Māui/Port Nicholson Block Settlement Trust and Te Rūnanga o Toa Rangatira) on a quarterly basis - starting from the commencement date of the MWSG.

Ngā Tikanga Whanonga - Conduct Principles

The key conduct principles for members of the MWSG include:

- Members must act in a professional and respectful manner.
- All views and perspectives will be received and respected in all forums.
- Members are accountable for their actions and decisions, ensuring they align with the purpose and objectives of the MWSG.
- Conflict of interests must be declared and managed appropriately.
- Confidential or sensitive material and information may be shared with members before it can be shared with wider stakeholders. If this is the case, members must respect the confidentiality policies of the respective parties.

Adhering to these principles will support a successful and enduring partnership that honours the values and perspectives of all parties involved. If members are found to

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contradict these principles, they will be asked to terminate their membership from the MWSG.

Ngā Kaimahi Tautoko - Support staff

The Mana Whenua Steering Group will have access to one Mana Whenua Integration Lead and one Co-ordinator.

The role of the Mana Whenua Integration Lead will include, but will not be limited to:

- Leading the integration of mana whenua values, interests and aspirations into the Project including into design, consenting and delivery.
- Supporting the delivery of the MWSG's role and responsibilities and representing its views and perspectives within the Project – this may require supporting and co-ordinating any deliverables for the MWSG;
- Being the conduit between the MWSG, other mana whenua team members, and the wider project team as and when required.
- Building strong relationships with mana whenua, communities, marae and iwi representative entities.

The role of the Co-ordinator will include, but will not be limited to:

- Providing logistical and administrative support to ensure the smooth operation of the MWSG.
- Coordinating meetings, agendas, minutes and documentation required for the MWSG hui.
- Assisting the Mana Whenua Integration Lead with any coordination support.

The number and scale of support roles that the MWSG require will vary depending on services required of the MWSG and the phase at which the Project is in. This is to be discussed between the MWSG Chairperson and Project Director/Project Sponsor.

The MWSG Chairperson will be directly involved in the recruitment and appointment of the Mana Whenua Steering Group support personnel and their scope and breadth of proposed services. These roles will be discussed and agreed by the Mana Whenua Steering Group and Project Director/Project Sponsor.

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Support staff will be expected to establish their own contractual arrangements with their iwi representative entity, NZTA, or as otherwise appropriate to the Project.

Te Wātaka - Term

This Terms of Reference is effective from xxxx and continues until six months after the completion of the Project or unless otherwise agreed by all parties.

This document is to be reviewed annually, starting from its commencement date.

Te Taiutu - Remuneration

The iwi appointed representatives of the MWSG and any other support staff will be remunerated according to the NZTA's *Koha and Payments for Advice and Cultural Services Policy – June 2022*. These remuneration rates (as outlined below) are to be applied to the Project throughout the duration of the MWSG. All costs associated with the services provided by the MWSG will be invoiced to NZTA.

Members of the MWSG may negotiate with the relevant Project Director a contract to be agreed between both parties for any further service and work that is required outside of the role and responsibilities of the MWSG.

Meeting attendance and preparation
• \$500 per monthly Mana Whenua Steering Group meeting (or any other meeting required of the group) that lasts up to four hours; • \$950 per monthly Mana Whenua Steering Group meeting (or any other meeting required of the group) that lasts over four hours; • \$130 an hour for pre-reading of monthly Mana Whenua Steering Group meeting material (capped at four hours)
Other services provided
• A minimum of \$150 and a maximum of \$250 per hour for services provided outside of the Mana Whenua Steering Group meetings (as discussed and by prior agreement of the Project Director and / or Project Manager) • The scope of other services provided will be largely dependent on the phase at which the Project are in (such as scoping, design, consenting, procurement and delivery).

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Disbursements

- **\$1,000** per appointed member, per project, per annum for disbursements

Ngā Menemana - Amendments

This Terms of Reference may be amended by agreement by the MWSG (including as part of its annual review process). Any proposed changes will be discussed prior to any amendments being made to the document.

He Whakamana - Agreement

Members will sign this agreement to verify their acceptance of the terms of membership on the Mana Whenua Steering Group.

Name: _____ Date: _____ Signature: _____	Name: _____ Date: _____ Signature: _____
Name: _____ Date: _____ Signature: _____	Name: _____ Date: _____ Signature: _____
Name: _____ Date: _____ Signature: _____	Name: _____ Date: _____ Signature: _____

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