

14 May 2025

File Ref: IRC-8270

7)(2)(a)

Tēnā koe 7)(2)(a)

Thank you for your email dated 7 April 2025 to Te Kaunihera o Pōneke | Wellington City Council (the Council) requesting the following information in relation to the pōwhiri, and any other associated events held, to welcome the new Chief Executive of Wellington City Council:

1. *A copy of the full run sheet or programme for the pōwhiri and any associated events, including the lunch and welcome drinks.*
2. *A list of attendees/guests invited to each part of the day (pōwhiri, lunch, and drinks), including any elected officials, staff, contractors, or external guests.*
3. *The total costs incurred for each component of the event (pōwhiri, lunch, drinks), broken down by category if possible (e.g. venue hire, catering, entertainment, travel, koha, etc.)*

Your request has been considered under the Local Government Official Information and Meetings Act 1987 (LGOIMA).

A pōwhiri was held on Monday 31 March 2025 at Pipitea Marae & Function Centre to welcome Wellington City Council's new Chief Executive Matt Prosser. I can confirm this was the only welcome event held for Mr Prosser.

Below are the answers to your questions raised relating to this pōwhiri.

Question 1 & 2 - *A copy of the full run sheet or programme for the pōwhiri and any associated events, including the lunch and welcome drinks and a list of attendees/guests invited to each part of the day (pōwhiri, lunch, and drinks), including any elected officials, staff, contractors, or external guests.*

Attached to this response a document titled 'Appendix 1' which contains the full run sheet for pōwhiri, alongside a document titled 'Appendix 2' which contains a list of those invited to the pōwhiri.

With respect to the invitation list within 'Appendix 2':

- This does not include the haka pōwhiri (ceremonial welcome group), or the tangata whenua (local people/hosts) who also attended the event.
- This list provided is of those who were invited to Mr Prosser's pōwhiri, noting that not everyone on this list attended.

Question 3 - *The total costs incurred for each component of the event (pōwhiri, lunch, drinks), broken down by category if possible (e.g. venue hire, catering, entertainment, travel, koha, etc.)*

Below is a table breaking down this information:

Description	Amount (excluding GST)
Venue	\$4,500
Cultural services	\$1,000
Catering Services	\$5,713.50
Total (excluding GST)	\$11,213.50

A morning tea was held at approximately 9:30am and an informal lunch was held at the end of the event.

If you require further information, please contact official.information@wcc.govt.nz.

Nāku noa, nā



Ollie Marchant
Senior Advisor
Official Information & Privacy
Wellington City Council

Run sheet for incoming CE pōwhiri

8.45am	Mayor & councillors, ELT, senior leaders, internal staff meet at Pipitea for pre pōwhiri briefing
9am	Pōwhiri 1
9.30am	Welcome completed.
9.30am	Morning tea for pōwhiri 1 attendees
9.40am	Reset wharenui seating ready for main pōwhiri for the new CE
9.45am	Matt and Cheryl Prosser arrive for pre pōwhiri briefing (outside of the marae)
9.50am	Tidy, clear & reset the dining room
9.55am	Everyone in wharenui to be seated, ready for the main pōwhiri
10am	Main pōwhiri for incoming CE begins
10.10am	Whaikōrero
10.50am	Manuhiri response
10.55am	Whakahoki te mouri Haukāinga to conclude the pōwhiri
11.10am	Hakari A pao (impromptu song) will be delivered to Matt, Cheryl, the Mayor & councillors, ELT to go sit for kai hākari. Whakangahau
11.45pm	Whakakapi i te hui Final words to close off the welcome, led by the hosts. Karakia whakamutunga
12pm	Kua mutu te hui End of event at Pipitea

Name	Group
Akika Takada	Mataaho Aronui
Alan Isaac	New Zealand Community Trust
Alison McGray	Leadership Group
Andrea Reeves	Current ELT
Angela Green	Tāwhiri
Anna Calver	Current ELT
Anthony Delaney	Centerport
Anton O'Carroll	Mataaho Aronui
Bayleigh Galvin	Mataaho Aronui
Baz Kaufman	Leadership Group
Ben McNulty	Councillor, WCC
Beth Keightley	Leadership Group
Brett Gliddon	Waka Kotahi NZ Transport Agency (NZTA)
Bruce Robertson	Chair of Audit and Risk, WCC
Callum Katene	Tā kai Here
Caryn Ellis	Hutt Council
Chris Jerram	Wellington Zoo
Chris Matthews	Leadership Group
Christy Law	Leadership Group
Courtney Johnston	Te Papa
Danielle Shanahan	Zealandia
Darren Edwards	Kāpiti Coast District Council
David Ensor	Leadership Group
Diana Marsh	Experience Wellington
Diane Calvert	Councillor, WCC
Elizabeth Steel	Leadership Group
Emma Speight	Waka Kotahi NZ Transport Agency (NZTA)
Fergus Brown	Te Puia NZ Maori Arts & Crafts Institute
Gabrielle Paringatai-Lemisio	Mataaho Aronui
Geoff Hamilton	Carterton District Council
Geoff Swainson	Upper Hutt Council
Geordie Rogers	Councillor, WCC
Giselle Carr	Leadership Group
Glenda Hughes	Recruitment
Graham Mitchell	NFF CE
Helmut Modlik	Tā kai Here
Holden Hohaia	Pouiri
Ietsyn Burke	Leadership Group
Iona Pannett	Councillor, WCC
James Roberts	Current ELT
Jamie Crump	Leadership Group
Jamie Tuuta	Chairman Sealord
Janice Smith	South Wairarapa District Council
Jennifer Parker	Leadership Group
Jenny Chetwynd	Current ELT
Jill Day	Community Board Chair
Jim Robertson	Leadership Group
Jo Miller	Hutt Council

Jo Taite	Te Puni Kōkiri
John Apanowicz	Councillor, WCC
Jonathan Manns	Te Toi Mahana
Kara Puketapu	Tākai Here
Karen Fifield	Wellington Zoo
Karepa Wall	Current ELT
Karina Young	Leadership Group
Katherine Meerman	Leadership Group
Katherine Reweti-Russell	Mataaho Aronui
Katy Anquetil	Sheffield
Kelly Parata	Mataaho Aronui
Ken Mitchell	Leadership Group
Kim Bailey	CCAT
Kohe Webster	Mataaho Aronui
Kura Moehu	Tākai Here
Kym Fell	Masterton District Council
Laurie Foon	Deputy Mayor, WCC
Laurinda Thomas	Leadership Group
Liam Hodgetts	Current ELT
Linda McLaughlan	Mataaho Aronui
Lisa Congdon	EA to the CE, WCC
Liz Kelly	Pouiwi
Liz Mellish	Te Wharewaka o Pōneke
Luz Baguioro	Mayor's Office
Mania Maniapoto-Ngaia	Mataaho Aronui
Margo Ray	Leadership Group
Mark Butcher	Local Government Funding Agency
Mark Pattermore	Leadership Group
Mark Reed	Community Board Chair
Mark Wierzbicki	Leadership Group
Martin Mathews	Wellington Museums Trust
Matt Clarke	WAIL
Meg Williams	WOW/ ARTS partner
Meredith Blackler	Current ELT
Meredith Keys	Leadership Group
Michael Lovett	Department of Internal Affairs
Michael Naylor	Mayor's Office
Miriam Taris	Current ELT
Monique Davidson	Horowhenua District Council
Murray Edridge	City Mission
Nadine Walker	Mayor's Office
Nic Smith	Victoria University of Wellington (VUW)
Nick Buck	Sheffield
Nicola Young	Councillor, WCC
Nikau Wi Neera	Councillor, WCC
Nureddin Abdurahman	Councillor, WCC
Olly Coddington	Mataaho Aronui
Paratene Wirepa-Kingi	Mataaho Aronui
Pat Dougherty	Wellington Water

Paul	Wharewaka
Paul Andrews	Leadership Group
Paul McCorry	Leadership Group
Paula Dixon	Mataaho Aronui
Penny de Borst	Visa Wellington On a Plate
Phil Becker	Leadership Group
Quentin Howard	Leadership Group
Quintin Howard	Leadership Group
Rachel Taulelei	Wellington Regional Stadium Trust
Raina Kereama	Mataaho Aronui
Ray Chung	Councillor, WCC
Rebecca Adams	Leadership Group
Rebecca Matthews	Councillor, WCC
Richard Ward	Department of Internal Affairs
Russell Sprat	Karori Sanctuary Trust
Sarah Free	Councillor, WCC
Scott Necklen	LGNZ Local Government NZ
Sean Audain	Leadership Group
Sean Wynne	National Infrastructure Funding and Financing
Sehai Orgad	Leadership Group
Simon Arcus	Wellington Chamber of Commerce
Simon Watts	Minister for Local Government
Stephen McArthur	WellingtonNZ
Susan Freeman-Greene	Local Government NZ
Suzanne Boyd	Taiturarā
Tama Ale Samoa	Mataaho Aronui
Tansy Tompkins	Cable Car
Te Poiakino Hohua Johnston	Mataaho Aronui
Te Whatanui Winiata	Tākai Here
Teri O'Neill	Councillor, WCC
Tim Brown	Councillor, WCC
Todd Bryant	Basin Reserve Trust
Tom Yuan	Leadership Group
Tony Randle	Councillor, WCC
Tory Whanau	Mayor, WCC
Tracey Bridges	WREDA
Vida Christeller	Leadership Group
Warrick Dent	Sky Stadium
Wendy Walker	Porirua Council
Wirangi Luke	Tākai Here