

Checklist

A tool to support collective refinement and review of the draft plan.

The checklist includes guidance for assessing cultural alignment with tikanga and mātauranga, technical clarity, inclusion of all key voices, and supports a quality assurance process that centres kaupapa Māori principles and inclusive review practice.

Step	Check Y/N
Step 1: Bring the Right People Together	
Step 2: Purpose of Hui or Wānanga	
Step 3: Identify values to guide development of adaptation plan	
Step 4: finalise working group and develop terms of reference	
Step 5: Identify short and long term priorities	
Step 6: Kaupapa Māori Research	
Step 7: Atua Maori Risk Assessment	
Step 8: Cultural mapping	
Step 9: Assess level of vulnerability and exposure	
Step 10: Identify Kaupapa Maori adaptation responses	
Step 11: Identify resource and budgeting requirements	
Step 12: Compile all information	
Step 13: Draft adaptation plan	
Step 14: Undertake final review and refinement	
Step 15: Finalise and implement for activation	

