



**I, Fergus Power, Chief Executive Officer, hereby give notice that
an Extraordinary Meeting of Council will be held on:**

Date: Tuesday, 18 July 2017
Time: 8.30am
**Location: Council Chamber, Wairoa District Council,
Coronation Square, Wairoa**

AGENDA

Extraordinary Council Meeting

18 July 2017

The agenda and associated papers are also available on our website: www.wairoadc.govt.nz

For further information please contact us 06 838 7309 or by email info@wairoadc.govt.nz

Order Of Business

1	Karakia.....	5
2	Apologies for Absence	5
3	Declarations of Conflict of Interest	5
4	Public Participation	5
5	General Items.....	6
5.1	Te Kaupapa Here mō Te Reo Māori ki Te Kaunihera o Te Wairoa – Wairoa District Council Te Reo Māori Policy	6

- 1 KARAKIA**
- 2 APOLOGIES FOR ABSENCE**
- 3 DECLARATIONS OF CONFLICT OF INTEREST**
- 4 PUBLIC PARTICIPATION**

A maximum of 30 minutes has been set aside for members of the public to speak on any item on the agenda. Up to 5 minutes per person is allowed. As per Standing Order 14.14 requests to speak must be made to the meeting secretary at least one clear day before the meeting; however this requirement may be waived by the Chairperson.

5 GENERAL ITEMS

5.1 TE KAUPAPA HERE MŌ TE REO MĀORI KI TE KAUNIHERA O TE WAIROA – WAIROA DISTRICT COUNCIL TE REO MĀORI POLICY

Author: Charlotte Knight, Governance Advisor & Policy Strategist

Authoriser: Fergus Power, Chief Executive Officer

Appendices:

1. Te Kaupapa Here mō Te Reo Māori ki Te Kaunihera o Te Wairoa – Wairoa District Council Te Reo Māori Policy [↓](#)
2. Submissions: Speaking and Non-speaking [↓](#)

1. PURPOSE

- 1.1 For Council to consider the adoption of Te Kaupapa Here mō Te Reo Māori ki Te Kaunihera o Te Wairoa – Wairoa District Council Te Reo Māori Policy.

RECOMMENDATION

The Governance Advisor & Policy Strategist RECOMMENDS that Council adopt the attached Te Kaupapa Here mō Te Reo Māori ki Te Kaunihera o Te Wairoa – Wairoa District Council Te Reo Māori Policy.

2. BACKGROUND

- 2.1 The Māori Standing Committee decided to draft a policy to recommend to Council as part of the revision process for the Māori Policy. The Council has been increasingly using Te Reo Māori on signage around the district and continues to support the Te Wairoa Reorua – Bilingual Wairoa 2040 community vision.
- 2.2 Currently the Council does not have a policy regarding the use of Te Reo Māori; however, it has previously adopted the Māori Orthographic Conventions. These cover Taura Whiri i te reo Māori recommended guidelines for the visual use of te reo Māori in general but do not take into account local variations and preferences.
- 2.3 At the 9 May 2017 meeting Council adopted the draft for public consultation. All 15 submissions support the policy being adopted. There are 2 submitters that wish to speak to their submission.

3. OPTIONS

- 3.1 The options identified are:
- a. Status quo – do not adopt a policy
 - b. Adopt a policy
- 3.2 Option A: this is the end point of the policy process – public consultation has resulted in 15 submissions all in support of the policy.
- Option B: this option is consistent with Council's strategic direction about the use of Te Reo Māori.

- 3.3 The preferred option is Option B, this meets the purpose of local government as it will help meet the current and future needs of communities for good-quality infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses.

4. CORPORATE CONSIDERATIONS

What is the change?

- 4.1 Increased use of te reo Māori in Council operations and documents.

Compliance with legislation and Council Policy

- 4.2 Te Ture mō Te Reo Māori – Māori Language Act 2016

What are the key benefits?

- 4.3 Raises the profile of WDC in local government sector as a leader in cross-cultural communication; demonstrates the commitment of WDC to its community (predominantly Māori with strong Māori speaking core well above the national average).

What is the cost?

- 4.4 Exact costs of any additional unbudgeted work still to be determined. A review can be given at the end of the first year of the policy being operational to give Council a clearer picture of any budgetary impact.

What is the saving?

- 4.5 Not applicable.

Who has been consulted?

- 4.6 There has been consultation on this draft policy – 15 submissions, all in favour of the policy.

Service delivery review

- 4.7 Not applicable.

Maori Standing Committee

- 4.8 This policy has been drafted by the committee as part of the review process of the Māori Policy.

5. SIGNIFICANCE

- 5.1 Minimal budgetary impact is foreseen at this stage.
5.2 The decision can be reversed.

6. RISK MANAGEMENT

- 6.1 There are no strategic risks identified in the implementation of the recommendation.

Further Information

Te Ture mō Te Reo Māori – Māori Language Act 2016

Background Papers

<http://www.tetaurawhiri.govt.nz/our-work/language-development-and-advice/maori-orthographic-conventions/>

References (to or from other Committees)

Māori Standing Committee – April 2017


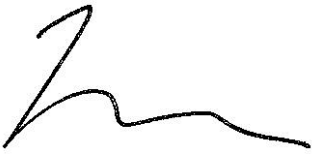
Council – May 2017

Confirmation of statutory compliance

In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

Signatories

	
Author Charlotte Knight	Approved by Fergus Power



<i>Te Reo Māori Policy</i>	Department	ECONOMIC DEVELOPMENT AND ENGAGEMENT
	Adopted	
	Last Review	
	Next Review	

Korerohia te reo, kia tipu, kia puawai

Nurture our language, that it may grow and flourish

1. TAUĀKĪ KITE – VISION STATEMENT

A sustainable environment for the promotion and use of te reo Māori in our communities.

2. KUPU ARATAKI – INTRODUCTION

The Wairoa district has the highest proportion of Māori of any local authority area in the country – approximately 59%¹ of the district's 7890 people (14.9 % of NZ's total population are Māori). The unique demographic profile of Te Wairoa is reinforced by its high percentage of te reo Māori speakers, approximately 18.7% of the total population, compared with 3.5% nationally.

The percentage of te reo Māori speakers in Te Wairoa rose slightly between 2006-2013 from 18.6% to 18.7% with an increase in the percentage of resident speakers living in the Wairoa township and Ngā Nuhaka and among local members of the Ngāti Kahungunu ki te Wairoa and Ngāti Rakaipaaka iwi. However, due to reasons such as overall population decline, mortality, outward migration (ie whānau moving to Australia for work) and rural/urban shifts, the percentage of te reo Māori speakers in most areas and iwi in the district has decreased.

Overall, census data, alongside findings of the Te Ahu o te Reo survey (2016), highlight a good base of te reo Māori speakers in Te Wairoa, but also the need to boost its usage throughout the district by creating more opportunities or environments that increase the visibility and promotion of te reo Māori.

¹ Statistics New Zealand – Census data 2013



The Te Ture mō Te Reo Māori 2016/Māori Language Act 2016 reaffirms the status of te reo Māori as an official language of Aotearoa/New Zealand. This has particular implications for Government departments, Crown agencies and Crown entities. The Wairoa District Council acknowledges the importance and significance of te reo Māori. In recognition of the status of te reo Māori as a taonga (treasure) protected under the Treaty of Waitangi, and within the spirit of the Te Ture mō Te Reo Māori 2016, the Wairoa District Council will endorse the right of staff to use te reo Māori.

Furthermore, as a partner to the Te Wairoa Reorua 2040/Bilingual Wairoa 2040 strategy, the Wairoa District Council recognises its responsibility to demonstrate a commitment in helping to invigorate/revitalise and perpetuate/sustain te reo Māori usage and bilingual proficiency in Te Wairoa.

3. KAUPAPA - PURPOSE

The Wairoa District Council is committed to recognising and promoting te reo Māori as the indigenous language of Aotearoa and as a taonga of iwi and Māori and encouraging its use in communications, hui and day to day operations of the organisation.

4. NGĀ WHĀINGA - OBJECTIVES

- a) To develop and promote the use of te reo Māori throughout the organisation.
- b) To increase the opportunities to use te reo Māori by increasing the number of situations where it can be used.
- c) To foster positive attitudes and positive values about te reo Māori amongst staff so that the use of it becomes a valued part of the organisation.
- d) To empower staff to use te reo Māori by providing access to tools and resources.

4.1 Ngā Mātāpono me Ngā Whakaritenga - Principles and Application

The Wairoa District Council recognises tangata whenua preferences for place names within our district and will be included in our policies and planning documents.

The Wairoa District Council will ensure that when written Māori is used in official publications, letters, on the Council's website, emails or reports, it is of a consistently high standard and will refer to orthographic conventions for te reo Māori set out by Te Taura Whiri i te Reo Māori/Māori Language Commission, and local language preferences.



The Wairoa District Council will promote and encourage Māori culture and values through the use of te reo Māori.

4.2 Ngā Tohutō – Māori Macrons

The use of macrons helps to distinguish between long and short vowels and has become the standard for written Māori consistent with the recommendation of Te Taura Whiri i te Reo Māori. The use of Māori macrons in day to day work is encouraged and will be phased into our work in the next few years. Implementing the use of macrons in the workplace will involve:

- Making autocorrect functionality available for all computers users (this function automatically macronises common Māori words)
- An IT audit of hardware and software will also be required to ascertain which character set to create macrons will be the corporate macron
- Removal of umlaut keyboards and installation of NZ Māori keyboard
- Consideration of the use of a Māori spellchecker
- Providing staff with documentation on how to create macrons
- The Māori Relationships Manager will coordinate a database, in conjunction with Māori Standing Committee, that outlines appropriate place names and use of macrons for the purpose of Council

4.3 Te Whakatairanga i te Reo Māori – Promotion of Māori Language

The Wairoa District Council promotes the use of te reo Māori within the organisation and will as far as practicable support activities/events/training such as:

- Te Wiki o Te Reo Māori/Māori Language Week
- Matariki (Māori New Year)
- Te Reo Māori pronunciation training for staff
- Waitangi Day
- Use of Māori words, phrases etc on our intranet/website
- Māori online resources available on the intranet
- Tikanga and kawa are acknowledged and instituted where appropriate
- Te Wairoa Reorua 2040/Bilingual Wairoa 2040 initiatives



4.4 Te Whakamāori-ā-tuhi me te Whakamāori-ā-waha – Translations and Interpreting

Definition of translation is the process of converting written words or text from one language into another.

Definition of interpreting is the process of orally conveying the meaning of the spoken word from one language into another.

The purpose of translating important Council documents into te reo Māori and the provision of translators or interpreters is to:

- Strengthen the use of te reo Māori
- Recognise and value te reo Māori
- Demonstrate community leadership for the use of te reo Māori

4.4.1 Paearu - Criteria

The following criteria for translation and interpreting has been taken into consideration:

- The material and issue(s) deals with the Māori community
- The material and issue(s) relate to resources that are specific to Māori
- The material is a current district issue of importance to Māori
- The issue(s) was presented to the Wairoa District Council in the Māori language
- The issue(s) may relate to a Māori stakeholder group such as a rūnanga or a kura kaupapa.

Any Wairoa District Council material requiring translation or interpretation of Whakamāori (English-Māori) or Whakapākehā (Māori-English) can be done through approved Māori translation providers and interpreters and Māori language quality assurers who are:

- registered and have appropriate experience and qualifications;
- proficient in the language requirements of and Wairoa District Council and its Māori consumers; and
- demonstrated exponents of current best practice translation.



Additional guidance and endorsement will be sought from:

- Māori language specialists and pākeke (tribal elders).

The cost of translation work will be met by appropriate department budgets. The Māori Relationships Manager will co-ordinate all translation and interpretations requests across the organisation in order to ensure the criteria and procedure is adhered to.

4.4.2 *Tukanga - Procedure*

The following procedures for translation and interpreting can be taken into consideration:

- a) Department identifies the need for translation or interpreter.
- b) Request is sent to Māori Relationships Manager with detail of the work required.
- c) Request assessed by Māori Relationships Manager.
- d) If the work is out-sourced, a request will be sent to the appropriate consultant for a quote that will then be supplied to the relevant service for approval.
- e) Once approved and relevant purchase order is provided the Māori Relationships Manager will instruct the consultant to proceed with the work.
- f) Completed work will be received and forwarded to the relevant service along with the requisition details.
- g) Internal work will follow a quality assurance process.

4.5 ***Ngā Tohu Reorua i Te Wairoa – Bilingual Signs in Te Wairoa***

All Wairoa District Council signs will be bilingual (Māori and English). The order will be in Māori first and English second. Bilingual signage will be supported by a robust translation and quality assurance review process. This process will be carried out in conjunction with Te Wairoa Reorua 2040/Bilingual Wairoa 2040 and its stakeholders.



5. NGĀ KAWENGA – ROLES AND RESPONSIBILITIES

Following are the roles and responsibilities regarding this policy:

- a) The Wairoa District Council will oversee the strategic direction and sign-off the policy.
- b) The Māori Standing Committee will provide cultural guidance and a forum for the Māori community.
- c) The Chief Executive Officer will monitor the policy implementation.
- d) The Department Managers will implement the policy and budget for translation and interpreting services.
- e) The Economic Development and Engagement Manager will ensure relevant web material supports this policy.
- f) The Māori Relationship Manager will oversee the policy and address any queries regarding the policy.

6. AROTAKE - REVIEW

This policy will be monitored on an annual basis and an informal review will be undertaken each year by the Māori Standing Committee to assess its relevance and effectiveness.

A formal review of this policy will be undertaken at least every three years.

7. NGĀ MIHI ME NGĀ RĀRANGI PUKAPUKA – ACKNOWLEDGEMENTS AND REFERENCES

We further acknowledge the following organisations and individuals for their guidance and advice in producing this policy.

- Bay of Plenty Regional Council Māori Policy Unit - Te Reo Māori (Māori Language) and Macron Policy;
- Hawkes Bay District Health Board – Te Reo Māori translation policy;
- Te Puni Kōkiri – Te Ture mō Te Reo Māori/Māori Language Act 2016;
- Karaitiana Taiuru – Te Kete Pōtae Guidelines for creating an Organisation Macron Policy; and
- New Zealand Council for Educational Research – Te Ahu o Te Reo Māori Language Survey 2016, He Pūrongo mō Te Wairoa – Te Wairoa Community Report (September 2016)

Name	Last	Do you wish to support this?	Should this be a priority?	Comments on the proposed policy	Translation
Katene	Te Maipi	Kāo/No	Āe/Yes	This has been a long time coming. It's a progressive step forward.	
Catherine	Wyllie	Kāo/No	Āe/Yes	I think this is an excellent policy. I only know basic Te Reo and keen to develop on this.	
Dawid	Roos	Kāo/No	Āe/Yes	I think there should be a time period of say; every 10 yrs, at which point the policy and its success is re-assessed and modified if needed. Council documents must be living documents which adapt to suit the community living in Wairoa.	
Laurie	Te Nahu	Kāo/No	Āe/Yes	Nga mihi atu nei ki a koutou katoa. Ki au nei he tautoko te kaupapa e noho ana ki a tatou. Mauri ora!	Greetings to you all. To me, [I] support the initiative that this stays with us. Be well!
Jeremy	MacLeod	Āe/Yes	Āe/Yes	E tino tautoko rawa atu ana Te Kaporeihana ā-iwi o Ngāti Kahungunu i tēnei kaupapa kia reo rua Te Wairoa. Heoi, e hiahia ana mātau ki te kōrero ki te Kaunihera mō tēnei take.	Ngāti Kahungunu Iwi Incorporated very much support this initiative for Te Wairoa to be bilingual. Accordingly, we would like to speak to the Council about this issue.
Ruataniwha	Marae	Kāo/No	Āe/Yes	We the whanau of Ruataniwha Maraе tautoko the proposed Te Reo Maori policy	
Sonny	Cooper	Kāo/No	Āe/Yes		
Lynette	Cooper	Kāo/No	Āe/Yes		
Lorraine	Cooper	Kāo/No	Āe/Yes		
Sonny Hap	Cooper (Jr)	Kāo/No	Āe/Yes		

Ropata	Ainsley	Āe/Yes	Āe/Yes	<p>Nga mihi matakui kī ki a koutou ra nga kaka waha nui o te kaunihera o Te Wairoa. E tautokohia ana wa koutou ra mahi kia whai mana te reo Maori ki roto i nga mahi o te kaunihera. Ka hoki ano ki nga korero o wa tatau tipuna "Na tahau ra mahi ka kitea" NA reira woku rangatira kia kaha, kia maia, kia manawanui, kia toa ki te kaupapa nei. Mauri ora ki tatau o Te Wairoa. He patai ka taea e taku kotiro e tu ana hoki ki te korero ki tenei kaupapa whakahirahira?</p>	<p>A pleasant greeting to you the representatives of The Wairoa District Council. [We are] supportive of your efforts to enhance the Maori language within the Council. As our ancestors would say, 'From your labour it has come to fruition'. Therefore, my esteem leaders, be strong, be confident, be patient and be champions of this initiative. To the well being of all us of Te Wairoa. A question, is my daughter also able to speak to this important initiative?</p>
Marino	Kapene	Kāo/No	Āe/Yes		

Nina	Buxton	Kāo/No	Āe/Yes	<p>I would like to acknowledge Sir Turi Carroll, Lena Manuel, John Scott, Tom Cooper and many, many others, who did so much for our community and who had the welfare of our people at heart. They worked for their people. They were strong in their Māoritanga and were inspiring leaders of our community. <i>Koinei ngā tauira hei whai mā koutou.</i> Not forgetting our soldiers who fought for our country and who died young. These young men died too early, a whole generation of leaders lost to our community and our marae - their loss is still being felt. <i>Ka maumahara tonu mātau i a rātau.</i> To the Māori Standing Committee, you are the descendants of these people. You are their legacy and you have committed to the introduction and development of this Te Reo Strategy - they would be proud as I am. So this submission is for them and for the whole of Te Wairoa going forward. <i>Tēnei te kupu whakamutunga ki a koutou o te Māori Standing Committee. Kei a koutou te korowai ināianei. Nā rātau nei i waiho hei kawē mā koutou. Nō reira, mahia te mahi kia tūtuki.</i></p>	<p><i>These are good exemplars for you to follow. We still remember them. My closing comments to you of the Maori Standing Committee. You have the ornamented cloak now. They have left it for you to carry. Therefore, do the work that needs to be done.</i></p>
------	--------	--------	--------	---	--

Angela	Smith	Kāo/No	Āe/Yes	<p>We, as a whānau, are teaching waiata throughout our community and providing learners with an experience learning reo through locally composed waiata - waiata composed about Wairoa, for Wairoa whānau, by Wairoa whānau. We imagine everyone in our Wairoa community being able to sing and perform Waiata Wairoa (songs of Wairoa), whether it be locally, nationally or internationally. No matter where we are in this world, should someone start singing waiata Wairoa we would have the confidence to stand proudly and join in support. Our Mayor has learned side by side with Kaumātua, with their Mokopuna, with rangatahi alike. Waiata Wairoa is all encompassing, extending its opportunities to everyone in our Wairoa community to learn te reo Māori through learning waiata. The tangible outcome is hearing the waiata sung strongly and confidently throughout our community. Our Council stands as a flagship for Aotearoa and for the world, for our Wairoa community becoming the country's first bilingual community. I am proud of Te Wairoa Reorua 2040 which was launched on the 10th of December, 2012. I am proud of our Māori Standing Committee for developing the Te Reo Māori Policy and our Wairoa Councillors for giving their approval to this policy.</p>
--------	-------	--------	--------	---

Kurawari	Panere	Kāo/No	Āe/Yes	See file
----------	--------	--------	--------	----------



SUBMISSIONS CLOSE 5PM 30TH JUNE 2017.

Name: Kuranari PC Panere

Address: 60 Clyde Road.

Phone Number: 0223424776

Email address: kpanere@gmail.com

Do you wish to speak to your submission?

☒ Āe/Yes

☐ Kāo/No

SUBMISSION FORM TE KAUPAPA HERE MŌ TE REO MĀORI KI TE KAUNIHERA O TE WAIROA/WAIROA DISTRICT COUNCIL TE REO MĀORI POLICY

Should the Council introduce this policy?

☒ Āe/Yes

☒ Kāo/No

Comments on the proposed policy

E taitoko ana te Kōwhiri ki te Wairoa
Indicative of our bi-culturalism in
Wairoa - Total commitment of
our community.
@ Te Kōwhiri Kōwhiri for all of
our Community @ local Māori
& Community venues.