



**I, Steven May, Chief Executive Officer, hereby give notice that
a Māori Standing Committee Meeting will be held on:**

Date: Thursday, 10 May 2018
Time: 12.30pm
**Location: Te Poho O Terehu, 24 Mataraua Street,
Nuhaka**

AGENDA

Māori Standing Committee Meeting

10 May 2018

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

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- 1 KARAKIA**
- 2 APOLOGIES FOR ABSENCE**
- 3 DECLARATIONS OF CONFLICT OF INTEREST**
- 4 CHAIRPERSON'S ANNOUNCEMENTS**
- 5 LATE ITEMS OF URGENT BUSINESS**
- 6 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.

7 MINUTES OF THE PREVIOUS MEETING

Ordinary Meeting - 12 April 2018

MINUTES OF WAIROA DISTRICT COUNCIL
MĀORI STANDING COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, WAIROA DISTRICT COUNCIL, CORONATION SQUARE, WAIROA
ON THURSDAY, 12 APRIL 2018 AT 12.30PM

PRESENT: Cr Jeremy Harker, Mr Kiwa Hammond, Mrs Here Nissen, Mr Paul Kelly, Mr Henare Mita, Ms Sharon Cooper, Ms Theresa Thornton, Ms Whaiora Maindonald

IN ATTENDANCE: Naina Buxton, Mana Gail, Aaron Munro (Te Puni Kokiri), Kemara Keelan (Te Puni Kokiri) Leona Karauria, Agnes Chapman (Whakaki Lands Trust), Angela Smith, Richard Brooking (Whakaki Lake Trust), Tyne Nelson, Angela Spooner (Wairoa DC) Esther Foster (Hope O Te Wairoa (RWT) Ltd), Trainor Tait (Te Waikaukau), Shirley Herewini

1 KARAKIA

The meeting opened with a karakia by H Mita.

The Chairperson welcomed everybody to the meeting.

2 APOLOGIES FOR ABSENCE

APOLOGIES

COMMITTEE RESOLUTION 2018/46

Moved: Ms Whaiora Maindonald

Seconded: Mrs Here Nissen

That the apologies received from His Worship the Mayor, C Little, S May (CEO WDC), Councillor C Lambert, C Knight, A Te Nahu accepted and leave of absence granted.

CARRIED

Nil

3 DECLARATION OF CONFLICT OF INTEREST

Nil

4 CHAIRPERSON'S ANNOUNCEMENTS

5 LATE ITEMS OF URGENT BUSINESS

Nil

6 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.

Leona Karauria – Maori Land Development Project

1763 parcels of Maori land, 550 management structure and 1213 with no management structure.

Background is to achieve 2% success in identifying managed structure. Emerging lands and diversified

To achieve: extent, range reach and area.

Roles of responsibilities with whenua whenua, technology pathways to connect public workshops/hui, listening to feedback and challenges.

Where Am I – Created an online database, reconciling Maori Land Online, Land Care Research and LINZ.

Various questions were asked.

Para Kore (Zero Waste) – Tyne Nelson

Waste minimisation in Maori. 80% could be diverted to recycling. 2009 launched a trial at three marae – 230 Marae working with and kura kaupapa.

Have all Marae to have zero waste by 2020.

Funded through Ministry of Environment. Part time contractor based in Wairoa. Ms Nelson is requiring a letter of support from Maori Standing Committee.

Support in principle

Environment Centre – bees wax or tin foil is clean

Aaron Munro – Te Puni Kokiri

Oranga Marae – Funding through Department of Internal Affairs – closed 2017. New fund on May 2019.

Launching opens 9 May 2018 for physical buildings and cultural aspects. All applications are done online with Marae Committees with a portal – Real Me.

Each Marae needs to provide a Marae development plan.

7 MINUTES OF THE PREVIOUS MEETING

COMMITTEE RESOLUTION 2018/47

Moved: Ms Whaiora Maindonald

Seconded: Mr Henare Mita

That the minutes of the Ordinary Meeting held on 8 March 2018 be confirmed.

CARRIED

8 GENERAL ITEMS**8.1 MAORI RELATIONSHIPS MANAGER REPORT**

The CEO acknowledges his gratitude to all the Marae.

The Maori Relationship Manager reported on updates being client service request, pohiri-a-takiwa and council forum rotation, public participation being Aaron Munro from Te Puni Kokiri pertaining to Oranga Marae, Tyne nelson speak on behalf of Para Kore and Leona Karauria giving an overview of Maori Land Development.

The Maori Relationships Manager also reported on Economic Development Committee Update being Ngati Kahungunu Regional Kapa Haka Competition 2018, Qualmark Accreditation, Kahutia Accord, Wairoa CBD Enhancement Project, Whakaki Catchment Project and Maori Land Development Manager.

The report also included Te Para Kore, Road Naming Project and Cultural Tourism.

Some

COMMITTEE RESOLUTION 2018/48

Moved: Mr Henare Mita

Seconded: Ms Theresa Thornton

RESOLVED

That the Maori Relationships Manager's report be received.

CARRIED

MOTION**COMMITTEE RESOLUTION 2018/49**

Moved: Ms Sharon Cooper

Seconded: Mrs Here Nissen

That the Maori Standing Committee confirm the Road Naming changes with macrons was acceptable with additional changes.

CARRIED

MOTION**COMMITTEE RECOMMENDATION 2018/50**

Moved: Cr Jeremy Harker

Seconded: Mrs Here Nissen

That the Maori Standing Committee provide a letter of support to Te Para Kore supporting their (Te Para Kore) funding application to the Ministry for the Environment. This letter will be signed by both His Worship the Mayor and the Chairman of the Maori Standing Committee.

CARRIED

TAKIWA REPORTS

Members of the Maori Standing committee presented their takiwa reports.

MOTION

COMMITTEE RESOLUTION 2018/51

Moved: Mr Kiwa Hammond

Seconded: Mr Paul Kelly

That the Maori Standing Committee receive the takiwa reports.

CARRIED

HAWKE'S BAY TRIAL LOCAL ADVISORY COMMITTEE FOR FIRE & EMERGENCY NZ

Councillor J Harker gave a presentation on the Hawke's Bay Trial Local Advisory Committee for Fire & Emergency NZ.

The Meeting closed at 3.30pm with a karakia by H Mita..

The minutes of this meeting were confirmed at the Māori Standing Committee Meeting held on 12 May 2018.

.....
CHAIRPERSON

8 GENERAL ITEMS

8.1 MAORI RELATIONSHIPS MANAGER REPORT - MAY 2018

Author: Duane Culshaw, Māori Relationships Manager

Authoriser: Kitea Tipuna, Economic Development and Engagement Manager

Appendices:

1. MSC Chairman's Report - May 2018 [↓](#)
2. Takiwa Report - Rakaipaaka - May 2018 [↓](#)
3. Takiwa Report - Waikaremoana - May 2018 [↓](#)

1. PURPOSE

- 1.1 This report provides information for the Māori Standing Committee on Council and community activities.

RECOMMENDATION

The Māori Relationships Manager RECOMMENDS that the Māori Standing Committee receives the report.

2. UPDATES (INFORMATIONAL)

- 2.1 This is an update from the previous minutes (April) of the Māori Standing Committee.
- 2.2 **Client Service Request** – a kindly reminder for Māori Standing Committee members to refer any repair requests or complaints to the Client Service Request form (accessible via the Council website). This will ensure a prompt response to any matter.
- 2.3 **Pōhiri-a-takiwā (CEO)** – on behalf of Steven May (CEO), please accept his gratitude to everyone who made the pōhiri-a-takiwā a success.
- 2.4 **Council Forum Rotation** – the Māori Standing Committee resolved that they will rotate members to attend the Council Forum's to include the Chair and one other member (rotational). The following members are rostered for the next two Council Forum's – **Tuesday, 22 May – Henare Mita, Tuesday, 3 July – Theresa Thornton**. The Māori Standing Committee will confirm members for the next three Council Forum's during their June ordinary meeting.
- 2.5 **Para Kore** – at the April meeting, Tyne Nelson on behalf of Para Kore made a presentation to the Māori Standing Committee, focusing on an application (\$55,000) that Para Kore are making to the Waste Minimisation Fund, (administered by the Ministry for the Environment (MfE) to fund (80% of the total) a local person in each region, to deliver the Para Kore programme to interested marae and Māori organisations. Para Kore are seeking support from external partners to fund the remaining 20%, which equates to approximately \$11,000 each year for three years. The Māori Standing Committee agreed in principle and offered to write a letter of support to the application. An update from this presentation is that the Wairoa District Council is willing to contribute \$5,000 per annum for the next three years if the Waste Minimisation Fund application is successful. The Para Kore programme fits within the parameters of the Wairoa District Council's waste education and minimisation activities. A letter was sent to Para Kore by Luke Knight (Property Manager).

- 2.6 **Patangata Bridge** – an update report was presented to the Council ordinary meeting on Tuesday, 1 May 2018. It provided information for Council on the options available for the reinstatement of Patangata Bridge, Whakaki. The Wairoa District Council commissioned WSP Opus to complete a high-level Options Assessment. Two possible options are being considered, the first to strengthen the existing bridge to allow Class 1 traffic to cross, the second to maintain the existing Level of Service (LOS). The Wairoa District Council is now developing a business case which will assess the current and future social, economic, cultural and environmental contributions of the bridge to the community. A report will come back to the Council (24 July 2018) once co-investors have determined their level of contribution and the business case (including timelines) has been finalised. The Patangata Bridge is to remain closed to all vehicular traffic until strengthening work has been undertaken.

3. SALUTE WAIROA (INFORMATIONAL)

- 3.1 Salute Wairoa WW1 Memorial touch tables will be dedicated in June/July 2018. An invitation has been extended to the Wairoa District Council Māori Standing Committee to attend the dedication ceremony. The Māori Standing Committee were one of the initial supporters of this project. Two touch tables have been commissioned, the first is currently in the Wairoa Library and is a first of its kind in New Zealand. A second touch table is being built locally by Curve Technology and will be located at the Wairoa Museum. The touch tables will provide the following programmes: Summaries of 920 Wairoa World War I (WWI) veterans and attestation page; eighty (80) in-depth personal profiles of Wairoa WWI veterans, one hundred stories and pictures; hundreds of fresh family photographs; Māori Pioneer visual timeline and WWI timeline; maps and historic film clips; and diaries and letters from the battlefields.

4. CROWN/MĀORI RELATIONS (INFORMATIONAL)

- 4.1 Kelvin Davis (Minister for Crown/Māori Relations) has been hosting several public meetings around New Zealand. On Sunday, 22 April 2018 the Māori Relationships Manager attended a public meeting hosted at Omaha Marae, Hastings. This was an opportunity for the Minister to hear directly from the public their expectations and aspirations, with a strong focus on the Crown's commitment to a strong relationship with Māori.
- 4.2 The major themes from the public included health, education, local government and corrections. Minister Davis is also the Minister for Corrections.
- 4.3 From a local government viewpoint, the Minister indicated that it is important that the Crown works closely with local government entities and staff to ensure that values of partnership, participation and protection are being adhered in relation to our Treaty partners, as well as the recognition of cultural values and mana enhancing processes.
- 4.4 Minister Davis also gave his interpretation of Māori and for him it simply means all Māori – whānau, hapū, iwi, Māori communities and/or Māori national, regional or local interest/sector groups or organisations or collectives including pan-Māori organisations.

5. PAPA KĀINGA (INFORMATIONAL/DISCUSSIONAL)

- 5.1 David Doole (Senior Rates Officer) submitted a report to Council regarding Policy for the Remission of Rates for Land Used for Papa Kāinga Housing. This report has been included in the Māori Relationships Manager's report for your perusal.

- 5.2 A summary of this report is that the Senior Rates Officer offered an option to, *'...introduce a rates remission policy to remit uniform annual general charges and waste management charges on land used for Papa Kāinga housing'*.
- 5.3 The Council did not adopt the Policy, but have referred it to the Māori Standing Committee for feedback. It is recommended that the Māori Standing Committee discuss this report to gain clear and concise clarity on how to advise the Council.
- 5.4 A Papa Kāinga workshop will be organised for Council and the Māori Standing Committee. Dates to be confirmed.



6. LONG TERM PLAN (INFORMATIONAL)

- 6.1 Council staff have been working very hard to finalise the Long Term Plan and to meet our statute obligations. Once everything has been finalised and accepted, a consultation period will be confirmed in due course.

7. CONCLUSION

- 7.1 The Māori Relationships Manager RECOMMENDS that the Māori Standing Committee receives the report.

Signatories

	
Author Duane Culshaw	Approved by Kitea Tipuna

Wairoa District Council Māori Standing Committee**Chairman's Report**

Kiwa Hammond

Thursday, 10 May 2018

Ko wai te maunga e tū mai rā? Ko taku whakaruruhau, ko Te Whakapūnake o Te Matau a Māui a Taranga, Whakapūnake Tiketike, Pōhaturoa Taketake. Rere iho ana ngā wai, ngā kōpikopikotanga, ngā koromiotanga o Te Wairoa Waiora e!

It is my pleasure to present the Chairman's report for April 2017 with reference to early May 2018 (including this Māori Standing Committee meeting, Thursday 10 May 2018).

What an amazingly busy and inspirational month we have witnessed with so many events and celebrations in our community! In fact, there are far too many to name them all. However, it is important and appropriate to acknowledge the many individual contributions and the collective effort put in. Ngā mihi nui ki a koutou katoa.

Since the last MSC meeting in April, I have not been required in my role as MSC Chairman to attend meetings requested by WDC or required to represent the MSC at other unscheduled meetings over the past month. In saying that there are key kaupapa that WDC and MSC have been involved in that must be mentioned.

Te Wairoa Waiora – Takitimu/Ngāti Kahungunu Regional Kapa Haka Competition (20-21/04/18): KA MAU TE WEHI! What an amazing experience which we hope we leave a lasting positive legacy on our district for years to come. WDC was instrumental in providing organisational and infrastructure support to the event and event manager Te Rangi Huata was effusive in his praise of the generosity of WDC. It was fantastic to see several members of MSC volunteering their time and effort.

The pōwhiri held on Friday 20th April at Takitimu-Waihiāre-Sir James Carroll Memorial Marae was a moving experience as 400 performers and their supporters were received in accordance with our tikanga. The dozen or so performing groups were hosted by as many marae throughout the district and the manaakitanga expressed by each marae must also be acknowledged.

In regard to the actual event there were over 40 stalls – many of which were managed by local whānau, organisations, kura, marae, and so forth. The competitions results were very popular with our two local kapa haka successfully rising to the challenge to achieve first place (Te Rerenga Kōtuku) and Third (Matangirau) respectively. Not only did they achieve the goal of being our regional representatives at Te Matatini, the upcoming national kapa haka competition to be hosted in Te Whanganui a Tara in early 2019, but they also succeeded in upholding the mana of Te Wairoa.

Pōwhiri ā-Takiwā – By now the last of these events will have been completed. Congratulations once again to all MSC members and their marae who made this series of pōwhiri a reality and in doing so assisted in forging positive relationships with CEO Steven May.

Finally, a friendly reminder to all us to look after ourselves as winter truly sets in. It is a time of bugs, flu, illnesses, and colds and I know from personal experience over the past couple of weeks that it does not take much to succumb to illness.

Nō reira, kia tau ngā manaakitanga ki runga i a tātau katoa. Mauri tū, mauri ora.

Nāku nei,

Kiwa Hammond

(Te Wairoa Hōpūpū Takiwā)

Chairman, Māori Standing Committee

WAIROA DISTRICT COUNCIL

**Wairoa District Council Māori Standing Committee
Rakaipaaka Takiwā Report**

Henare Mita
Thursday, 10 May 2018

Pomana Road:

A Client [Service] Request form was sent via the Councils' website regarding the possible excavation of drains that run along Pomana Road. I have received acknowledgement of my request but have not received any further information. All I would like to know is if Council is considering excavating these drains or not, and whether there is some criteria associated with such work. A marae trustee asked me to place this before Council and so it would be nice to give him some type of definitive response.

Tahaenui Rocket Lab Viewing Site:

A meeting has been set between Council representatives and Te Iwi O Rakaipaaka Incorporated (TIORI), concerning Tahaenui Beach, Bluck's Pit Viewing Site. There are issues that need attention and reports that some Viewing Site signage have been tampered with. We look forward to this meeting.

Ngati Kahungunu Regional Kapa Haka Competition 2018:

Reports received about this competition are glowing in their praise to how well Wairoa represented itself in hosting this event. Even our gangs pulled together to make this day a huge success and so there are many groups to be congratulated. Wairoa District Council, Wairoa Taiwhenua, [Wairoa] Waikaremoana [Māori] Trust Board and Kahungunu Executive all have to be praised for their input along with Ngati Kahungunu Iwi Incorporated. Takitimu Marae must be thanked for hosting the Friday pōwhiri, as well as those marae who hosted the different teams. Nuhaka played host to two groups Ngā Waka and eventual fourth place-getter Ngāti Ranginui from Tauranga. Of course all the teams need to be congratulated but having two local teams participating in next years' Te Matatini is huge for our district. Finally, a special thank you goes to the organising committee, upon whose shoulders the success or failure of this event rested. What a huge burden to bear. The fact this competition was so well received is testament to their hard work, preparedness and focus. Everyone did Wairoa proud.

Pōwhiri-a-Takiwā:

On Saturday, 28 April, our final pōwhiri-a-takiwā was completed. Whakaki Marae, under the auspices of [Te Wairoa] Matangirau [takiwā], played host to the final CEO pōwhiri. It has been a lengthy but worthwhile exercise and I for one have enjoyed visiting our many marae. Each marae presented their many concerns and aspirations, and it was incredible to see the different projects each district was working on. A vote of thanks goes out to everyone who was able to attend these pōwhiri. Your presence and participation was greatly appreciated. Although I am relieved that it is over, I could not think of a better way to introduce Steven to the broader Māori community. It was a privilege to be a part of this initiative, and I thank Steven for taking time out of his very busy schedule to support this event. Thank you also to Angela [Culshaw-Kaisa], as our kaikaranga/kaiwaiata and to Duane [Culshaw] (Māori Relationships Manager) who took the lead in this exercise. I have nothing but praise for the combined efforts of staff, [Māori] Standing Committee members, Councillors' and supporters.

Nāku noa, nā

Henare Mita
MSC Rakaipaaka

Wairoa District Council Māori Standing Committee
Waikaremoana Takiwā Report
Sharon Cooper
Thursday, 10 May 2018

Tēnā koutou katoa.

Kuha Marae

There have been a few issues with water to the marae and to the kaumatua flats. These will/and some have been addressed by the Kuha Marae Trust.

Putere Marae

They are still holding wānanga and the ablution block is still yet to be completed.

General

I have sent details to all [three] 3 Marae for the due to be rolled out TPK initiative Oranga Marae and all [three] 3 have registered interest in this.

The playground issue is yet to be resolved with various groups showing their interest in it, while [two] 2 people have voiced they would not like to see it in Tuai. Two groups would like to see it on either of the two marae and another group would like to see it at Piripaua Village Road. The tamariki at Te Kura O Waikaremoana will be (as part of the studies) writing to the Council about their wish to see the playground established at their Kura.

The remaining kilometres of unsealed road between Tarapatiki Bridge and Tuai is still a huge ongoing discussion for locals and tourists. The deeply rutted, corrugated and potholed metal roads that will always be a huge part of the growing vehicle graveyard at Tuai.

In Summer it is dangerous because of the dust when vehicles are passing and following each other. The rising dust is causing health problems at the Piripaua part of the road with asthma like conditions and sludge from the dust falling on the roofs of houses and then ending up in the bottom of tanks.

In Autumn and Winter the road is muddy and slick in places.

We at the lake are the ones who know how bad the metal road is. This is the 21st Century yet the roads are reminiscent of the worst part of the 20th Century.

I am aware that the state of the roads lie with Transit and not the Council, but these issues are decades old and yes the end is in sight but that makes no difference when you drive these roads on a daily basis.

One of the water taxis operators on the Big Lake, David Dods, has retired. He will remain living in the community.

The Red Cross van initiative, which was bought in to the community from Hastings to ensure the elderly and infirm are able to attend their GP appointments and pick up their prescriptions at nil cost to them as individuals, is starting to be used regularly. People who just want to do their shopping may access the service at a cost of \$10 if there a seats to spare. Medical patients must be first. Volunteers (Māori Women Welfare League) drive the van.

Ngā mihi

Sharon Cooper
MSC Waikaremoana

8.2 REMISSION OF RATES ON MĀORI FREEHOLD LAND USED FOR PAKAKĀINGA HOUSING

Author: David Doole, Senior Rates Officer

Authoriser: Steven May, Chief Executive Officer

Appendices:

1. Policy - REMISSION OF RATES FOR LAND USED FOR PAKAKĀINGA HOUSING [↓](#)
2. Local Government Act Extracts [↓](#)
3. Papakāinga Guidance [↓](#)

1. PURPOSE

- 1.1 The purpose of this report is to see Councils approval to introduce a new rating policy to allow for the remission of uniform annual general charges and other certain targeted rates on land used for Papakāinga housing.

RECOMMENDATION

The Senior Rates Officer RECOMMENDS that Committee adopts the proposed addition of a new remission of rates on Māori Freehold Land: Māori Freehold land used as Papakāinga housing.

2. BACKGROUND

- 2.1 The Local Government Act and the Local Government (Rating) Act 2002 specifies that if a Council wishes to introduce a remission and/ or postponement of rates, it must first introduce policies that provide for this, using the special consultative procedure. In limited circumstances a new remissions policy may be introduced without a special consultative procedure if the requirements of sections 79 and 82 of the Local Government Act (the Act) are met.
- 2.2 Council levies the uniform annual general charge and other certain targeted rates based on each separately used and inhabited parts of a rating unit. This applies to all rateable General Land and Māori Freehold land in the district. In general terms, the number of dwellings on a property equals the number of uniform annual general charges waste management charges levied on a property.
- 2.3 For the year commencing 1 July 2017 there were 7091 rating units in the Wairoa District, 2244 (31%) of which are Māori Freehold land rating units. The average rates levied on Māori Freehold rateable land was \$630.00, this is less than half the average rates levied on general land. A large number of smaller, multiply owned Māori Freehold Land blocks are vacant pastoral properties which are used in conjunction with other rateable land, which includes a uniform annual general charge and other certain rates levied based on a separately use and inhabited basis. In these circumstances the uniform annual general charge and waste management rural charge normally levied on these smaller multiple owned Māori Freehold land blocks are eligible for a rates remission pursuant to existing rating policies.
- 2.4 For the year commencing 1 July there were a total of 49 Māori Freehold land rating units with two or more dwellings on them. Most of these properties are located in rural areas. There are six Māori Freehold land rating units, under 3.1 hectares in size, with three or more dwellings on them. Because they are levied uniform annual general charges and a

waste management charge on a separately used and inhabited basis they have an average rates assessment of \$5,420.00. One property with six dwellings on it is levied rates of \$6,088.00. This property is levied six uniform annual general charges (totalling \$3954.00) and six waste management charges of (totalling \$1,015.80).

- 2.5 Communication from persons responsible for the administration of these properties (trustees) are concerned that:
- 2.5.1. Rates levied on land used for Papakāinga housing are burdensome and regressive,
 - 2.5.2. That the uniform annual general charges and waste management charges levied on these properties are prohibitive to a supporting traditional way of living ; and
 - 2.5.3. That they are disadvantaged because they are not eligible to apply for a rates rebate and that levying uniform annual general charges and the waste management charges on a separately used and inhabited basis on does not sit well with the requirements of Schedule 11 of the Local Government Act, more specifically s2(f) Sch11. (Schedule 11 of the Local Government Act is attached as **Appendix 2**)
 - 2.5.4. They should be rated differently because their land ownership structure does not provide the same degree of flexibility as General Land.
- 2.6 Guidance on what how land can be defined as Papakāinga is attached as **Appendix 3**.

3. OPTIONS

- 3.1 The options identified are:
- a. Do not introduce a rates remission policy to remit uniform annual general charges on land used for Papakāinga housing. Continue rating papakaings based on existing rates methodology.
 - b. Introduce a rates remission policy to remit uniform annual general charges and waste management charges on land used for Papakāinga housing.
- 3.2 Since Council is currently formulating its draft LTP, this is the optimum time to consider a change of this nature. Council is required to adopt a policy for the remission and postponement of rates on Māori Freehold Land, this is specified in section 102(2)(e) of the Local Government Act 2002. This is a new remission policy for Māori Freehold land which changes rates are levied for six rating units from the year commencing 1 July 2018.

4. CONCLUSION

- 4.1 Adopting this policy would meet the requirements of Sch11 of the Local Government Act.
- 4.2 Adopting this policy would address a perceived level of inequity experienced by rating units which are used as Papakāinga housing.
- 4.3 Adopting this policy would increase the incidence of rates to \$9,939.60 spread over 5117 rating units (\$1.94 per rating unit).

5. CORPORATE CONSIDERATIONS

What is the change?

- 5.1 This change will increase the incidence of rates to 5117 rating units by \$1.94.
- 5.2 This change will reduce the incidence of rates to 6 rating units by \$1,656.60.

Compliance with legislation and Council Policy

- 5.3 The Local Government Act (the Act) and the Local Government (Rating) Act 2002 specifies that if a Council wishes to introduce a remission and/ or postponement of rates, it must first introduce policies that provide for this, using the special consultative procedure if it is deemed to be required. In deciding whether it is necessary to introduce this policy by way of a special consultative procedure consideration must be given to the matters set out in sections 14, 78, 79 and 82 of the Act. This matter impacts on six rating units, all parties concerned have communicated to Council over an extended period of time that the imposition of uniform annual general charges and waste management charges on a separately used and inhabited basis is regressive for land used for Papakāinga housing. Sections 14, 78, 79, 82 and Schedule 11 of the Act are attached in **Appendix 2**.
- 5.4 The introduction of this policy would increase the incidence of rates to \$9,939.60 spread over 5117 rating units (\$1.94 per rating unit).
- 5.5 The introduction of this policy will meet the requirements of Schedule 11 of the Act: it will recognise and take into account the importance of land associated with Papakāinga housing by providing for a remission of uniform annual general charges and waste management rural charges for any land used for Papakāinga housing where that land has 3 or more houses on it in rural areas. It will also aid in supporting the use of the land by owners for traditional purposes and avoid in further alienation of Māori Freehold land. Schedule 11 of the Act is attached in **Appendix 2**.
- 5.6 Certain requirements of section 14 of the Act have been met:
 - 1. The diversity and importance of Māori freehold land, and all of the Wairoa District community as a whole is being recognised, now and in the future;
 - 2. There is a recognition that the cultural and social interests of people and communities are being recognised.
- 5.7 The policy is a means to address the inability of super-annuitants living on Māori Freehold land used for Papakāinga housing not being eligible to apply for a rates rebate.

What are the key benefits?

- 5.8 A more equitable distribution of the incidence of rates.
- 5.9 Reinforcement that the requirements of Schedule 11 of the Act are being considered and met.

What is the cost?

5.10 This change will increase the incidence of rates to 5117 rating units by \$1.94.

5.11 This change will reduce the incidence of rates to 6 rating units by \$1,656.60.

What is the saving?

5.12 Not applicable.

Who has been consulted?

5.13 No consultation has taken place. Due to the relatively low impact on affected stakeholders it is assessed that full consultation is not necessary

Service delivery review

5.14 Not applicable.

Māori Standing Committee

5.15 This matter has not formally been presented to the Māori Standing Committee due to it primarily being a rates matter. However the Committee is aware of the situation and it has been discussed in several forums.

6. SIGNIFICANCE

6.1 Although this report advocates a change to the way that land used for Papakāinga housing is rated it will only have a significant impact six rating units from the year commencing 1 July 2018. There a high number of Māori Freehold land rating units in the Wairoa District, less than 1% of these Māori Freehold Land rating units are used for Papakāinga housing. This matter is of medium significance and specifically pertains to ancestral land.

7. RISK MANAGEMENT

7.1 The strategic risks (e.g. publicity/public perception, adverse effect on community, timeframes, health and safety, financial/security of funding, political, legal – refer to S10 and S11A of LGA 2002, others) identified in the implementation of the recommendations made are as follows:

7.2 The intended change impacts significantly on 6 rating units from 1 July 2018. To not implement this change may create a perception that Council does not actively consider the requirements of Schedule 11 of the Act when regarding a fair and equitable incidence of the rates burden. If this change is not implemented there is potential that Māori Freehold land owners may feel further alienated from their own land and that Council does not value the diversity of different Māori freehold land uses and ownership structures.



7.3 Not implementing this change has potential to increase the level of rates arrears on Māori Freehold land used for Papakāinga housing.

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 David Doole	Approved by Steven May

REMISSION RATES FOR LAND USED FOR PAKĀINGA HOUSING**Policy objectives**

- To provide rates relief to rural Māori Freehold land used for papakāinga housing.
- To provide an alternative to low income occupants living on Māori Freehold land used for papakāinga housing when they would not be eligible to receive a rates rebate because of the current eligibility criteria for rates rebates.
- To avoid the alienation of owners and occupants from rural Māori Freehold land used for papakāinga housing.
- To meet the requirements of schedule 11 of the Government Act 2002.
- To assist Māori to establish papakāinga housing on rural Māori Freehold Land.

Conditions and criteria

Council recognises that the imposition of multiple UAGCs or other non-service 'separately used and uninhabited' levied rates might act as a deterrent to Māori seeking to occupy Māori Freehold Land for housing purposes.

Council will consider applications for the remission of multiple UAGCs and other charges, with the exception of those that are set for the provision of utilities such as water, sewerage in respect of separately used or inhabited parts of a rating unit where these are covered by occupation licenses, or other informal arrangements subject to the conditions and criteria set out below:

- The land must be Māori Freehold Land (As defined in Te Ture Whenua Act 1993 Part VI Section), and
- The part of the land used for papakāinga must be the subject of an occupation license or other informal arrangement for the purposes of providing residential housing for the occupier on a rent free basis, and
- The area of land must be less than 3.2 hectares and located outside the Wairoa township and have no less than three dwellings on it, and
- The land must have a primary and actual use code of lifestyle or residential as defined by current rating valuation rules.
- Council reserves the right to cancel the agreement if the rates remain unpaid for a period of more than 3 months after the due date.
- Each occupants must have a level of income no greater than the level of NZ superannuation used for the calculation of rates rebates in accordance with the Rates Rebate Act 1973.

Remission of uniform annual general charges and targeted rates for waste management

- Applications must be received in writing from the owners or trustees of the land and signed by the owners or trustees.
- The application must contain the names of the occupants of each dwelling and a statutory declaration that each occupant of each dwelling has a level of income no greater than the level of NZ superannuation used for the calculation of rates rebates in accordance with the Rates Rebate Act 1973.
- All successful applications will be granted a remission of 50% of the uniform annual general charge and targeted rate for waste management on the third and subsequent dwellings on the land that are applicable based on the pre-mentioned income level of the occupants.

- For the avoidance of doubt 100% of the uniform annual general charge and waste management rural charge will apply two dwellings on the land.
- The remission of the UAGC and other charges will remain on the land so long as the arrangement is in force subject to the occupation complying with the conditions and criteria set out above.

14 Principles relating to local authorities

- (1) In performing its role, a local authority must act in accordance with the following principles:
 - (a) a local authority should—
 - (i) conduct its business in an open, transparent, and democratically accountable manner; and
 - (ii) give effect to its identified priorities and desired outcomes in an efficient and effective manner;
 - (b) a local authority should make itself aware of, and should have regard to, the views of all of its communities; and
 - (c) when making a decision, a local authority should take account of—
 - (i) the diversity of the community, and the community's interests, within its district or region; and
 - (ii) the interests of future as well as current communities; and
 - (iii) the likely impact of any decision on the interests referred to in subparagraphs (i) and (ii);
 - (d) a local authority should provide opportunities for Māori to contribute to its decision-making processes;
 - (e) a local authority should actively seek to collaborate and co-operate with other local authorities and bodies to improve the effectiveness and efficiency with which it achieves its identified priorities and desired outcomes; and
 - (f) a local authority should undertake any commercial transactions in accordance with sound business practices; and
 - (fa) a local authority should periodically—
 - (i) assess the expected returns to the authority from investing in, or undertaking, a commercial activity; and
 - (ii) satisfy itself that the expected returns are likely to outweigh the risks inherent in the investment or activity; and
 - (g) a local authority should ensure prudent stewardship and the efficient and effective use of its resources in the interests of its district or region, including by planning effectively for the future management of its assets; and
 - (h) in taking a sustainable development approach, a local authority should take into account—
 - (i) the social, economic, and cultural interests of people and communities; and
 - (ii) the need to maintain and enhance the quality of the environment; and
 - (iii) the reasonably foreseeable needs of future generations.
- (2) If any of these principles conflict in any particular case, the local authority should resolve the conflict in accordance with the principle in subsection (1)(a)(i).

78 Community views in relation to decisions

- (1) A local authority must, in the course of its decision-making process in relation to a matter, give consideration to the views and preferences of persons likely to be affected by, or to have an interest in, the matter.
- (2) *[Repealed]*
- (3) A local authority is not required by this section alone to undertake any consultation process or procedure.
- (4) This section is subject to [section 79](#).

79 Compliance with procedures in relation to decisions

- (1) It is the responsibility of a local authority to make, in its discretion, judgments—
 - (a) about how to achieve compliance with [sections 77 and 78](#) that is largely in proportion to the significance of the matters affected by the decision as determined in accordance with the policy under [section 76AA](#); and
 - (b) about, in particular,—
 - (i) the extent to which different options are to be identified and assessed; and
 - (ii) the degree to which benefits and costs are to be quantified; and
 - (iii) the extent and detail of the information to be considered; and
 - (iv) the extent and nature of any written record to be kept of the manner in which it has complied with those sections.
- (2) In making judgments under subsection (1), a local authority must have regard to the significance of all relevant matters and, in addition, to—
 - (a) the principles set out in [section 14](#); and
 - (b) the extent of the local authority's resources; and
 - (c) the extent to which the nature of a decision, or the circumstances in which a decision is taken, allow the local authority scope and opportunity to consider a range of options or the views and preferences of other persons.
- (3) The nature and circumstances of a decision referred to in subsection (2)(c) include the extent to which the requirements for such decision-making are prescribed in or under any other enactment (for example, the [Resource Management Act 1991](#)).
- (4) Subsection (3) is for the avoidance of doubt.

*Consultation***82 Principles of consultation**

- (1) Consultation that a local authority undertakes in relation to any decision or other matter must be undertaken, subject to subsections (3) to (5), in accordance with the following principles:
 - (a) that persons who will or may be affected by, or have an interest in, the decision or matter should be provided by the local authority with reasonable access to relevant information in a manner and format that is appropriate to the preferences and needs of those persons;
 - (b) that persons who will or may be affected by, or have an interest in, the decision or matter should be encouraged by the local authority to present their views to the local authority;
 - (c) that persons who are invited or encouraged to present their views to the local authority should be given clear information by the local authority concerning the purpose of the consultation and the scope of the decisions to be taken following the consideration of views presented;
 - (d) that persons who wish to have their views on the decision or matter considered by the local authority should be provided by the local authority with a reasonable opportunity to present those views to the local authority in a manner and format that is appropriate to the preferences and needs of those persons;
 - (e) that the views presented to the local authority should be received by the local authority with an open mind and should be given by the local authority, in making a decision, due consideration;
 - (f) that persons who present views to the local authority should have access to a clear record or description of relevant decisions made by the local authority and explanatory material relating to the decisions, which may include, for example, reports relating to the matter that were considered before the decisions were made.
- (2) A local authority must ensure that it has in place processes for consulting with Māori in accordance with subsection (1).
- (3) The principles set out in subsection (1) are, subject to subsections (4) and (5), to be observed by a local authority in such manner as the local authority considers, in its discretion, to be appropriate in any particular instance.
- (4) A local authority must, in exercising its discretion under subsection (3), have regard to—
 - (a) the requirements of [section 78](#); and
 - (b) the extent to which the current views and preferences of persons who will or may be affected by, or have an interest in, the decision or matter are known to the local authority; and
 - (c) the nature and significance of the decision or matter, including its likely impact from the perspective of the persons who will or may be affected by, or have an interest in, the decision or matter; and
 - (d) the provisions of [Part 1](#) of the Local Government Official Information and Meetings Act 1987 (which Part, among other things, sets out the circumstances in which there is good reason for withholding local authority information); and
 - (e) the costs and benefits of any consultation process or procedure.
- (5) Where a local authority is authorised or required by this Act or any other enactment to undertake consultation in relation to any decision or matter and the procedure in respect of that consultation is prescribed by this Act or any other enactment, such of the provisions of the principles set out in subsection (1) as are inconsistent with specific requirements of the procedure so prescribed are not to be observed by the local authority in respect of that consultation.

Section 82(1)(f): replaced, on 8 August 2014, by [section 23](#) of the Local Government Act 2002 Amendment Act 2014 (2014 No 55).

Schedule 11
Matters relating to rates relief on Māori freehold land

ss 5(2), 108(4), 109(2), 110(2)

- 1 The matters that the local authority must consider under [section 108\(4\)](#) are—
 - (a) the desirability and importance within the district of each of the objectives in [clause 2](#); and
 - (b) whether, and to what extent, the attainment of any of those objectives could be prejudicially affected if there is no remission of rates or postponement of the requirement to pay rates on Māori freehold land; and
 - (c) whether, and to what extent, the attainment of those objectives is likely to be facilitated by the remission of rates or postponement of the requirement to pay rates on Māori freehold land; and
 - (d) the extent to which different criteria and conditions for rates relief may contribute to different objectives.
- 2 The objectives referred to in [clause 1](#) are—
 - (a) supporting the use of the land by the owners for traditional purposes:
 - (b) recognising and supporting the relationship of Māori and their culture and traditions with their ancestral lands:
 - (c) avoiding further alienation of Māori freehold land:
 - (d) facilitating any wish of the owners to develop the land for economic use:
 - (e) recognising and taking account of the presence of waahi tapu that may affect the use of the land for other purposes:
 - (f) recognising and taking account of the importance of the land in providing economic and infrastructure support for marae and associated papakainga housing (whether on the land or elsewhere):
 - (g) recognising and taking account of the importance of the land for community goals relating to—
 - (i) the preservation of the natural character of the coastal environment:
 - (ii) the protection of outstanding natural features:
 - (iii) the protection of significant indigenous vegetation and significant habitats of indigenous fauna:
 - (h) recognising the level of community services provided to the land and its occupiers:
 - (i) recognising matters related to the physical accessibility of the land.



Papa Kāinga Presentation
Whakaki Marae
Tuesday, 7 January 2014



Presented by Duane Culshaw
Kaitakawaenga Māori – Wairoa District Council



Definition

Whatungarongaro te tangata, toitū te whenua
People will disappear, but the land is permanent

The above whakataukī serves as a reminder of our responsibility as kaitiaki (custodians) to care for the environment and to ensure prosperity for future generations. This presentation will attempt to define the process and provide whānau with a resource to support them to realise their papa kāinga aspirations. Furthermore, this presentation is based on the Māori philosophical approach of whānau, whenua, whare and to incorporate appropriate whakataukī.

For the purpose of this presentation, 'papa kāinga', has been defined as '*building on ancestral land*'.

Phases / Philosophies**1. Whānau**

He aha te mea nui o te Ao? He tangata, he tangata, he tangata
What is the most important thing in the world? It is people, it is people, it is people

Papa kāinga does not exist without whānau. Development of papa kāinga can only occur through whānau working together towards the achievement of a common vision. A whānau with shared vision, drive and commitment is highly likely to succeed. Inversely a whānau divided or lacking commitment is likely to fail.

Notwithstanding the whānau support and connectedness of whakapapa it is highly recommended to include supporters, advisors and mentors to share in your papa kāinga development kaupapa, such as Te Puni Kokiri, Te Kooti Whenua Māori (Māori Land Court), your local and regional authority (WDC and HBRC). These organisations will add capacity and capability to your whānau.

2. Whenua

Whatungarongaro te tangata, toitū te whenua
People will disappear, but the land is permanent

Papa kāinga does not exist without whenua. Whānau will need to be able to work through all of the development issues and regulatory frameworks that dictate what you can and can't do on your whenua.

For Māori being able to connect to your whenua (or whakapapa) is central to our identity and mana, therefore, the development of the whenua is something that needs to be carefully considered to reflect the unique connection to the whenua, especially as kaitiaki, to give credence to mana whenua or te ahi kaa roa.

Ultimately, papa kāinga is about developing a relationship with each other and the whenua in an purposeful approach to maintain core values on how you wish to live and interact with each other and the environment. These particular cultural philosophies should be at the forefront of any strategic planning for papa kāinga when dealing with the legalities and control issues.

3. Whare

Ko te whare e hanga te tangata, ko te tangata e hangaia e te whare
The whare (whare tangata) builds the people, the people build the whare

The papa kāinga does not exist without whare. Papa kāinga represents the construction of homes for whānau on your whenua with the intent to form a community. The building industry has become increasingly complex and regulated. Gone are the days of DIY. Although one can still effectively build on site, it cannot be without a licenced building practitioner supervising you.

There is a lot to consider and to take into account, from design to consent to occupation, that will determine the quality, look and feel of your final papa kāinga development. You will need to carefully direct and manage the process of developing a papa kāinga to ensure that what you create will enable you to live in the way and manner you desire.

Process Map – Phases / Steps / Strands

Try to establish a guide to utilise a simple 'step-by-step' process for developing a papa kāinga following a 'phased' approach – starting with **whānau**, then focusing on **whenua** and finally design and building of **whare**. Once you have grasped the concept of the three phases – whānau, whenua and whare – then each phase will have three 'steps' or stages to work through as follows:-

Phase 1 – Whānau

- Step 1 – Leadership
- Step 2 – Information
- Step 3 – Proposal

Phase 2 – Whenua

- Step 4 – Feasibility
- Step 5 – Site Plan
- Step 6 – Legal

Phase 3 – Whare

- Step 7 – Designs
- Step 8 – Contracts
- Step 9 – Building / Construction

Your steps or stages should follow a logical sequence of activity where each phase and step builds on the outcomes of the earlier phase and steps. Each 'phase' acts as a control gate to the next – if you have not completed one you will not be adequately prepared to enter the next.

Your guide should also identify 'strands' that run through the 'phases' and 'steps'. Each strand should have a focus on a particular area of the process, such as Māori Land Court (MLC), the territorial authority (Council), budgeting advice or consultants.

Over the page is an example of a process map for consideration:-

Process Map

Phase	Whānau			Whenua			Whare		
Step	Leadership	Information	Proposal	Feasibility	Site Plan	Legal	Design	Contracting	Building
Whānau	Whānau Leadership	Analysis and Consulting	Develop Strategy	Whānau Readiness	Cultural Assessment	Mandate	House Design	Identify and Select Contractors	Manage Building
MLC		Title Information and Engagement	Title Options	Title Option Selection	Title Layout Planning	Court Application			
Council		Property Information	Planning Provisions	Consent Requirements		Resource Consent	Building Consent		Inspections and Compliance
Budgeting			Preliminary Budget	Financial Viability			Quantity Calculation and Valuation	Estimates and Finance	Payments and Reserves
Consultants	Project Mentors	Project Manager	Design Leader			Design and Technical		Contract Manager	
Target Finish Date	/ /	/ /	/ /	/ /	/ /	/ /	/ /	/ /	/ /

* You could insert initials of a person responsible for each box above and a target finish date for each step along the bottom.

Steps**1. Leadership (Whānau)***Ki ngā whakaeke haumi**Join those who can join sections of a canoe*

Definition – Seek those leaders who are able to weld diverse groups into a successful combination

The success of your papa kāinga project will be determined by strong leadership within your whānau. Leadership can be defined in several facets such as cultural leadership, design leadership, legal leadership, administration leadership and communications leadership. Leadership can come from within the whānau nucleus and equally from outside the whānau. The whānau unit will need to identify those leadership aspects, as well as external leadership. Whilst leadership can be shared amongst a variety of people, it is vital to clearly identify a Kaiwhakahaere Kaupapa – Project Manager – whose role will be to inspire and weld together the whānau and other support structures towards achieving the whānau vision.

2. Information (Whānau)*Haere ki Ō-te-rangi-pā-karu ki te kai pua mānuka**Go to Ō-te-rangi-pā-karu (your ears that don't listen) and eat mānuka seeds (seeds of trouble)*

Definition – If you don't listen to good advice you will have trouble

Informed decision making and sound judgement is crucial to the success of your papa kāinga, thus there is no such thing as informed decision making without information. Information gathering is important in the infancy of your papa kāinga project to stimulate critical thinking and insightful decision making. It would be vital to ensure that all parties are informed of all decision making processes, bearing in mind that resistance to a proposal, or scepticism, is often due to fear of the unknown. This step may require engagement with the Māori Land Court and Council staff. These organisations will be able to offer professional and technical advice throughout the project. It would be advisable to form a formal representation from each organisation to engage them into your whānau environment. Equally important, it would be highly recommended to have someone within your whānau environment who can collate and present information in a manner that your whānau can understand. A good Project Manager should be able to do this.

3. Proposal (Whānau)*He ora te whakapiri, he mate te whakatākiri**Survival in sticking together, disaster in separation*

Definition – Identify, engage and involve your whānau – you will be far more likely to succeed if you do

This is probably the most important step in your papa kāinga development project, which will establish the foundation and direction for any development – now and in the future. Therefore, it is important that this step is inclusive towards all stakeholders. Effectively this step involves developing the future visions of your whānau and whenua, clarifying your project plan and identifying whānau aspirations and needs. Try to involve whānau members with creative skills to assist in visualising ideas – whether that be through words or sketches. You will then need to translate these ideas into a strategy for development and project plan. All the information collated in Steps 1 and 2 will be invaluable in finalising your decision making. This is also an appropriate time to consider estimating costs.

4. Feasibility (Whenua)

E kore koe e tata mai i ngā tairo a Tū-te-koropanga

You cannot penetrate the brambles of Tū-te-koropanga

Definition – Impenetrable obstacles can make your proposal impossible

At this stage the whānau should have a well-considered proposal and project plan to present pertinent information to start detailed site planning and developing any applications you need to file with the Māori Land Court and Council. However, before proceeding the whānau will need to consider whether the proposal is feasible, such questions should be raised:-

Are the whānau ready?

Can you meet any Māori Land Court requirements?

Is what you are proposing likely to obtain any Resource Consent or meet any necessary requirements as a 'controlled activity'?

Is it financially feasible?

This assessment will either cause you to re-think or re-visit what you are proposing or hopefully will help affirm your proposal and give you the confidence to proceed.

5. Site Plan (Whenua)

Hokia ki o maunga kia purea e koe i ngā hau o Tāwhirimātea

Return to your ancestral mountains to be cleansed by the winds of Tāwhirimātea

Definition – It is important that you walk your whenua to clarify your thinking before committing to any final plan

Before any application is made to the Māori Land Court a site plan needs to be developed to form the basis of any application in terms of Resource Consent you might require. It is important to consider in developing a site plan that you define and incorporate any cultural drivers or imperatives in how the site is laid out and how any title, license or lease boundaries are defined. Under the 'Proposal' step (3) you would have developed a concept sketch which may address what needs to be developed for this particular step.

Once again, it is important to include whānau in any decision making process – rather than being driven by the designer, planner or architect. Unless you adequately brief the designer they will not necessarily consider your cultural drivers in terms of how they influence the design and title layout.

6. Legal (Whenua)

Ko te tangata ki mua, ko te whenua ki muri

First the people, then the land

Definition – Before making applications to the Māori Land Court or Council, you need to have the mandate of the people

At this step whānau are ready to enter formal legal processes to gain the 'green light' to start building on your whenua. Mandate is critical to this if you are intending to file any application through the Māori Land Court. You must ensure that you have support for any up-to-date proposal prior to court application and you will need to be able to evidence this. The Māori Land Court will also need evidence that what you are proposing will be able to attain any necessary Resource Consent. Without an approved application through the Māori Land Court, it could possibly be a 'waste of money' completing the level of work required to attain Resource Consent. It is advised to work closely with the Māori Land Court and Council to ensure you provide enough detail to meet their minimum requirements. Once any Māori Land Court application is approved you can then proceed to complete the full detail required to apply for Resource Consent.

7. Design (Whare)

Mataihi tuku ki raro, he whare auahi; mataihi tū noa, rakorako noa a raro

A house with its front end low is smoky; a house that stands boldly forth is exposed

Definition – This whakataukī reminds us of the importance of sitting and designing your house carefully

All of the steps have ultimately been laying the foundation necessary to building homes on your whenua. By this step you should have gained approval from the Māori Land Court for any partitioning, occupation or subdivision of your whenua and gain the necessary Resource Consent from Council based on a proposed number and location of houses on your whenua – and the capacity of the site to cater for any necessary effluent, storm water and water management issues.

Now it is time to focus on the houses themselves.

The first step in this is design, of which there will be a range of options available. Also at this stage, a lead designer should have been appointed for your project – who may well be the same person leading house design. Do not underestimate the importance of this step. The design of the house will affect the way you live, feel and act. It should fit your lifestyle, rather than you having to modify your lifestyle to fit the house. Once you have finished this step you will have what you need to obtain a Building Consent, cost estimates and an 'off-plan' valuation – for finance.

8. Contracting (Whare)

Kaua e rangiruatia te hāpai o te hoe, e kore tō tātou waka e ū ki uta

Do not lift your paddle out of unison or our canoe will never reach the shore

Definition – The contracting and building process requires a high level of co-ordination across multiple disciplines and sectors

If you have reached this step then you have managed to successfully navigate your way through a wide range of whānau and compliance requirements to attain all of the approvals and information necessary to get on with building. You now face a range of options and issues in finally selecting and engaging the necessary contractors to carry out your building project/s. Whether you are building new, renovating existing, or bringing in a relocatable home – the quality of the end product is going to depend upon selecting the right contractor/s and managing them well.

Entering and managing building contracts is not for the faint-hearted. Unless you are experienced at it, you will need to bring in professionals. Your lead designer is the best person to assist you through this phase – or a specialised contract manager. There is a lot to consider and a lot of pitfalls to look out for. With the range of options available, there also comes varying degrees of risk and cost. If you are 'going it alone', at least make sure you get professional advice or a suitable mentor.

9. Building (Whare)

Ka tope tāhū anō, waiho kia rere ana

The ridgepole of the house is cut, so let it rise

Definition – Once the essential preparatory portion of a big and important project has been accomplished, completion should not be delayed

Congratulations, if you have got to this stage then you are ready to start building – but don't become complacent. Without a doubt, building can be just as stressful as the planning stages and invariably has relationships, issues, performance and expectations to be managed. You will need to keep a close watch on the building process to ensure everything is going according to plan and to provide direction or answer questions as required.

If you are managing the construction yourself and this is your first time – then good luck – you have a hard job ahead. However, if you have worked through all of the steps of this guide you will be better informed and prepared than many. One of the most important things with managing a building project is anticipating every step as far in advance as possible to ensure things happen when they need to.

Approximately 90% of the time (unless you are building yourself) will be invested in communications – endless conversations, phone calls, meetings, emails, faxes, etc. The other 10% will involve clocking up the mileage in your car.

Completion

He kura kāinga e hokia, he kura tangata e kore e hokia

A treasured home will endure, not so a treasured person

Definition – If you look after your new home it will endure for the benefit of future generations

By this phase, you should be ready to move in. Nonetheless, there is probably still a few things to tidy up before you can truly relax. Make sure the following is addressed:-

Practical Completion – ensure a Certificate has been issued certifying that the work has been completed in accordance with the contract.

Code Compliance Certificate – make sure the Council has conducted final inspection and you have obtained your Code Compliance Certificate. To gain a Code Compliance Certificate the Council will require the following:-

- The names of the Licenced Building Practitioners involved with the Restricted Building Work parts of your project must be supplied to the Council.
- The Council will inspect your project at certain stages of construction.
- All Licenced Building Practitioners must give a 'Record of Work' form when their part of the work is done. It lists the Restricted Building Work they did.
- Submit this as part of your application to the Council for a Code Compliance Certificate at the end of your project.

Defects and Liability – thoroughly inspect every nook and cranny and fixture to make sure that any defects have been formally noted and remedied before making any final payments or releasing retentions. If you do not do this now it will become very difficult later.

Guarantees / Warranties – make sure you have been supplied with all certificates of warranty or guarantee, including any 'producer statements' certifying work carried out by tradespeople.

Insurance – make sure you have home and contents insurance sorted before you move in.

Enjoy!!!