



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

**Date:** Thursday, 14 June 2018  
**Time:** 12.30pm  
**Location:** Council Chamber, Wairoa District Council,  
Coronation Square, Wairoa

# **AGENDA**

## **Māori Standing Committee Meeting**

**14 June 2018**

The agenda and associated papers are also available on our website: [www.wairoadc.govt.nz](http://www.wairoadc.govt.nz)

For further information please contact us 06 838 7309 or by email [info@wairoadc.govt.nz](mailto: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 - 10 May 2018

**MINUTES OF WAIROA DISTRICT COUNCIL  
MĀORI STANDING COMMITTEE MEETING  
HELD AT THE TE POHO O TE REHU MARAE, 24 POMANA LANE, NUHAKA  
ON THURSDAY, 10 MAY 2018 AT 12.30PM**

**PRESENT:** His Worship the Mayor Craig Little (Mayor), Mr Kiwa Hammond, Mrs Here Nissen, Mr Paul Kelly, Mr Henare Mita, Ms Sharon Cooper, Ms Theresa Thornton, Mr Anaru Te Nahu, Ms Whaiora Maindonald

**IN ATTENDANCE:** Laura Knight, Maria Chase, Fay Tutahi, Fredrick Timutimu, Mana Keefe (Wairoa Star), D Culshaw (Maori Relationships Manager), G Waikawa (Governance Administrator)

**1 KARAKIA**

The karakia was given by H Mita.

**2 APOLOGIES FOR ABSENCE**

**APOLOGIES**

**COMMITTEE RESOLUTION 2018/46**

Moved: Ms Whaiora Maindonald

Seconded: Ms Theresa Thornton

That the apologies received from Councillors C Lambert and J Harker, S May and C Knight be accepted and leave of absence granted.

**CARRIED**

**3 DECLARATION OF CONFLICT OF INTEREST**

Nil

**4 CHAIRPERSON'S ANNOUNCEMENTS**

The Maori Relationship Manager advised MPI's public health warning yesterday: MPI has warned against collecting shellfish in the Hawke's Bay region from Cape Kidnappers to the north end of Mahanga Beach near Mahia due to paralytic shellfish toxins being detected at levels of concern.

Mussels, oysters, tuatua, pipi, toheroa, cockles, scallops, catseyes, kina (sea urchin) and all other bivalve shellfish should not be eaten.

**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.

**LAURA KNIGHT**

Ms Knight asked if a rubbish collection for large items can be looked for the Nuhaka area.

Ms Knight also asked about the Historic Places Act and advised that it has been replaced with the Heritage New Zealand Pouhere Taonga Act 2014.

**FAY TUTAHI**

Ms Tutahi presented a proposal "Toimauritu". Ms Tutahi was asking for MSC members to be on the steering group. The Committee advised her to speak with the hau kāinga, such as Te Rauhina Marae as they may want to be part of the steering group, which Mr Kelly says he will take back to the Marae trustees.

**7 MINUTES OF THE PREVIOUS MEETING****COMMITTEE RESOLUTION 2018/47**

Moved: Mr Henare Mita

Seconded: Mr Paul Kelly

That the minutes of the Maori Standing Committee Meeting held on 12 April 2018 be confirmed.

**CARRIED**

**8 GENERAL ITEMS****8.1 MAORI RELATIONSHIPS MANAGER REPORT - MAY 2018****COMMITTEE RESOLUTION 2018/48**

Moved: Mr Kiwa Hammond

Seconded: Mr Henare Mita

That the Māori Standing Committee receives the report.

**CARRIED**

The Maori Relationships Manager presented his report. He reported on Updates (Informational) being Client Service Request, Pohiri-a-takiwa, Council Forum Rotation, Para Kore and Patangata Bridge. His report also included Salute Wairoa, Crown/Maori Relations, Papa Kāinga and Long Term Plan.

The Committee was asked to attend a Remission of Rates on Maori Freehold Land Work used for Papakainga Housing Workshop either a Tuesday or Friday with Council. The Committee were all in agreement for Tuesday.

**CHAIRPERSON'S REPORT**

The chairperson presented his report and reported on Te Wairoa Waiora, powhiri held on Friday 20<sup>th</sup> at Takitimu Marae for the Ngati Kahungunu Regional Kapa Haka and Powhiri a Takiwa.

**TAKIWA REPORTS**

Members of the Maori Standing committee presented their takiwa reports.

**MOTION****COMMITTEE RESOLUTION 2018/49**

Moved: Ms Sharon Cooper

Seconded: Ms Whaiora Maindonald

That the Maori Standing Committee receive the Takiwa Reports.

**CARRIED**

**The Meeting closed at 3.33pm with a karakia by H Mita.**

**The minutes of this meeting were confirmed at the Māori Standing Committee Meeting held on 14 June 2018.**

.....  
**CHAIRPERSON**



## 8 GENERAL ITEMS

### 8.1 MAORI RELATIONSHIPS MANAGER REPORT

**Author:** Duane Culshaw, Māori Relationships Manager

**Authoriser:** Kitea Tipuna, Electoral Officer

**Appendices:**

1. MSC - Chairman's Report - June 2018 [↓](#)
2. MSC - Rakaipaaka Takiwa Report - June 2018 [↓](#)
3. MSC - A Te Nahu Resignation Letter [↓](#)

#### 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.*

*It is recommended that the Māori Standing Committee RESOLVE to accept the resignation of Mr Anaru Te Nahu as representative for Māhia Mai Tawhiti, effective as of 10 May 2018.*

#### 2. UPDATES (INFORMATIONAL)

- 2.1 This is an update from the previous minutes (May) 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 **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, 3 July – Theresa Thornton**. The Māori Standing Committee will confirm members for the next three Council Forum's during this June ordinary meeting.
- 2.4 **Resignation – Anaru Te Nahu** – at the May meeting, Anaru Te Nahu tendered his written resignation from the Māori Standing Committee (MSC). At the request of the committee, Mr Te Nahu was asked to consider taking two-three months to recuperate before finalising his resignation. At the recent Mahia Māori Committee (MMC) hui on Sunday, 27 May 2018, Mr Te Nahu informed the MMC that after considering his options and appreciating the sentiment from the MSC, he has decided to formally resign effective immediately. The MMC have supported his resignation. The MMC have already instigated a selection process to find a new representative for Mahia Mai Tawhiti on the Wairoa District Council Māori Standing Committee. It is recommend that the MSC resolve to accept the resignation of Mr Anaru Te Nahu, effective as of 10 May 2018.
- 2.5 **Long Term Plan Consultation Document** – on Monday, 28 May 2018 the Council voted to accept the Long Term Plan Consultation Document. The public consultation starts 29 May 2018 and finishes 26 June 2018. The Consultation Document is not a summary of the entire Draft Long Term Plan (LTP) 2018-2028, it pulls out specific items in the draft LTP document. The Consultation Document is available on the Wairoa District Council

website. Public meeting dates are as follows:- **Raupunga Hauora, Raupunga** - Thursday, 14 June (5.30 pm – 7.30 pm); **Tuai Community Hall**, Tuwai – Monday, 18 June (5.30 pm – 7.30 pm); **Erepeti Marae, Ruakituri** – Tuesday, 19 June (5.30 pm – 7.30 pm); **Mokotahi Hall, Māhia Beach** – Wednesday, 20 June (5.30 pm – 7.30 pm); **Wairoa War Memorial Hall, Wairoa** – Thursday, 21 June (5.30 pm – 7.30 pm). The LTP submission hearings will be on Monday, 2 July 2018 and the LTP deliberation will be Tuesday, 3 July 2018. Depending on audit sign-off a tentative date of 18 July 2018 has been set aside to adopt the final LTP. The Council has also arranged meetings with the Post Settlement Government Entities (PSGE).

- 2.6 **Salute Wairoa Dedication** – the date for the dedication for the touch table (currently located in the library) has been confirmed for Saturday, 21 July 2018 at the Wairoa War Memorial Hall starting at 9.00 am. There will also be a blessing of the touch table that is located at the Wairoa Museum earlier in the morning (time to be confirmed). The Wairoa District Council Māori Standing Committee will receive an official invitation in due course. Details to follow.
- 2.7 **Remission of Rates for Land Used for Papa Kāinga Housing** – as discussed at the previous Māori Standing Committee the Senior Rates Officer submitted a report to Council regarding the Policy for the Remission of Rates for Land Used for Papa Kāinga Housing. The representatives of the Māori Standing Committee were asked to look over the draft policy and provide feedback. It is recommended that the Māori Standing Committee focus on this policy, in particular the ‘Conditions and Criteria’ to advise the Council accordingly. A workshop with Councillors is yet to be confirmed.
- 2.8 **Hawke’s Bay Regional Council Māori Committee** – a reminder that representatives of the Wairoa District Council Māori Standing Committee have been invited to attend the HBRC Māori Committee to be hosted by Ruataniwha Marae on **Tuesday, 12 June 2018** with the pōhiri at 9.30 am.

Furthermore, we received an email from Cr Fenton Wilson of the Hawke’s Bay Regional Council (HBRC) asking us to mention the following updates:-

Nuhaka River Road – the HBRC have an agreement with the Wairoa District Council on costings/design and are now going through a consent involving Fish and Game, plus local hapū. If there is no hold up on unresolvable questions they are looking to complete the work through July/August. This gives access to Aramatua Station and other land blocks.

Ruataniwha Marae Upgrade – stabilising of the river bank has been completed and are monitoring to see how successful this work has been. This is an ongoing project.

Mātiti Urupā – slumping and erosion has challenged the area containing the Mātiti Urupā in recent years. The HBRC have ongoing work in this area. Stephen Cave (Team Leader – Open Spaces) has contacted the landowners to indicate that the HBRC will be harvesting willow poles to be planted in three rows of thirty-three (33) on the slip face below Mātiti Urupā and heading upstream.

Destination Playground – protection work at the Destination Playground site is waiting for materials and machinery to complete the protection work in front of the playground.

- 2.9 Long Term Plan – other ongoing work for the Wairoa area will start after completion of the long term plan commitments.

**3. ELECTORAL ROLL OPTION (INFORMATIONAL)**

- 3.1 The Māori Electoral Option usually occurs during the Census year, in which if you are of Māori descent you can choose to be on either the Māori electoral roll or the General electoral roll.
- 3.2 The option to change your preference is taking place this year between 3 April-2 August. A Māori Electoral Option pack has already been sent in the mail with information about how to make your choice.
- 3.3 For further information, you can contact the Electoral Commission via their website ([maorioption.org.nz](http://maorioption.org.nz)), phone 0800367656 or email Michelle Jaggard (Registrar of Electors) at [michelle.jaggard@elections.org.nz](mailto:michelle.jaggard@elections.org.nz).



**4. REPRESENTATION REVIEW (INFORMATIONAL)**

- 4.1 The Electoral Officer (Kitea Tipuna) has submitted a report to Council (12 June 2018) to consider its representation arrangements. At the last local body elections the Wairoa community voted to establish Māori wards. The Māori Standing Committee is aware that Council will establish Māori wards for the next two triennial elections. This Representation Review is a legislative requirement for Council and the Māori Standing Committee will be kept up-to-date of the progress of this review.

**5. CONCLUSION**

- 5.1 The Māori Relationships Manager RECOMMENDS that the Māori Standing Committee receives the report.
- 5.2 It is recommended that the Māori Standing Committee RESOLVE to accept the resignation of Mr Anaru Te Nahu as representative for Māhia Mai Tawhiti, effective as of 10 May 2018.

**Signatories**

	
Author Duane Culshaw	Approved by Kitea Tipuna

**Wairoa District Council Māori Standing Committee**  
**Chairman's Report**  
Kiwa Hammond  
Thursday, 14 June 2018

*Uru mārangaranga te tipua, uru mārangaranga te tawhito, uru mārangaranga te tapu, uru mārangaranga ko taku waka, ko Takitimu i runga i Te Moana nui a Kiwa. Hei a ia! Hei a ia!*

It is my pleasure to present the Chairman's report for May 2017 with reference to early June 2018 (including this Māori Standing Committee meeting, Thursday 14 June 2018).

Since the last MSC meeting in May, in my role as MSC Chairman I was not required to or unable (due to illness) to attend meetings requested by WDC or required to represent the MSC at other unscheduled meetings over the past month. Thank you to my fellow MSC members who were able to fulfil those roles such as attending the Council Forum. I look forward to hearing reports back from the representing MSC members about those hui.

As a result this report will be uncharacteristically short. However, there are some key WDC kaupapa that MSC will have been involved with prior to the today's meeting. Furthermore, there are several matters toward which MSC needs to turn its attention over the coming weeks.

Hawkes Bay Regional Council Māori Standing Committee (12/06/18): Hosted at Ruataniwha Marae, this is the meeting is the regional council equivalent of our very own MSC meetings. Unfortunately, the elected member for Te Wairoa, Mr Fenton Wilson was unable to attend this meeting as the date for this hui was set after that for a prior commitment. However, I had an opportunity to speak at length with Mr Wilson and sought updates on several regional council matters and issues requiring resolution (some urgent) in regard to our community. These included:

- Nuhaka River Road
- Ruataniwha Marae upgrade of river bank
- Matiti Urupā (Huramua) slumping and erosion
- Destination Wairoa Playground river bank protection work
- Ongoing work in Wairoa after completion of the Long-Term Plan.

At the time of those discussions (which were followed by written updates by Mr Fenton by email on 22/05/18) it was envisaged that more complete operational updates would be provided by HBRC personnel attending the Ruataniwha Marae based meeting.

WDC Long Term Plan: *Hāpaitia* – Uplifting Our Community Consultation Document has been released for our community to consider and make comment on. If you have not done so already please take time to read through the consultation document and discuss it with your respective takiwā. WDC will be hosting a series of public meetings starting tonight with submissions to be heard in early July 2018.

From a MSC perspective there are some aspects of the consultation document need to be noted such as:

- Increased use of te reo Māori (written) throughout the document in the form of mihi, titles, subtitles, and some text content which is a positive reflection of the WDC Māori Language Policy in action. Recommendation: WDC review its application of the WDC Māori Language Policy in regard to quality assurance of Māori language content.
- These key words appear in the document followed by the number of times each is mentioned: Māori (3), reo/Reorua (1), marae (1), iwi (2), hapū (2), tangata whenua (1), hāpori (4), awa (1).
- The LTP is an opportunity to assist WDC to set its budget priorities for the next 10 years meaning that it is important that the Council be properly informed by our community when it comes time for the Council to make its final determinations. Not everyone will be happy with the end result hence why it is essential that the submissions be informative, clear, and compelling so that our community benefits from any decisions made now for the future.

Other upcoming events of note for discussion include:

- Council Forum (3 July 2018, WDC)
- Te Maruata (14 July 2018, Tuahiwi Marae, Christchurch)
- Local Government New Zealand Conference (15-17 July 2018, Christchurch)
- Matariki – Māori New Year (June-July 2018)

Finally, an acknowledgment to other recent events that took place during Queens Birthday Weekend including Mana Wairoa – Wairoa Māori Film Festival, Frasertown Hunting Competition, Wairoa Whānau Market, Māori Womens Welfare League Market, and a host of other kaupapa too numerous to mention. While the weather was varied (and downright wet at times) it was hopefully an enjoyable one for all you and your whānau.

Nō reira, unuhia ngā taumahatanga, unuhia ngā taipēhitanga kia mā te rae, kia tau te mauri, kia rere te wairua whakaputa atu e Rangi ki te whaiao, ki te ao mārama. Hui te marama! Hui te ora e!

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, 14 June 2018

**Rakaipaaka Wānanga:**

All Tātau Tātau o Te Wairoa cluster groupings have been frantically preparing for the impending third and final reading into law of Kahungunu ki Te Wairoa's treaty settlement. Entities like Te Iwi o Rakaipaaka Incorporated (TIORI) have been busy preparing themselves and their people for post-settlement life. It is an exciting and challenging period ahead for all of us.

**Bluck's Pit Viewing Site/Civil Defence Event:**

On Friday 18<sup>th</sup> of May, as a precursor to a Rakaipaaka wananga weekend, WDC staff members Annalena Atzwanger (Economic Development Officer) and Duane Culshaw (Pouahurea Māori) engaged locals concerning Bluck's Pit, Tahaenui Rocket Lab viewing site. They were followed by Denal Meihana (Civil Defence Officer) who spoke about actions we would need to take in the aftermath of a major Civil Defence emergency. Annalena has asked locals for their suggestions concerning the viewing site which is still being worked on, and because some unexpected issues were raised, it is clear that further engagement will be necessary.

**Nick Chapman, Queens' Birthday Honour:**

A celebratory night was organised for newly honoured Nuhaka School Principal, Nick Chapman on Saturday 26 May. Nick was welcomed on to Kahungunu Marae followed by a lovely meal and terrific speeches. It was a deserved honour for a humble workaholic. An inspiration to be around, always optimistic and positive Nick was supported by his wonderful wife Maraea Chapman. A ball of energy herself they make an incredible dynamic duo. It was all very inspirational, Nick accompanied by colleagues, family, school board members and his trusty surfing comrades. Wairoa should be very proud of what Nick and Whaea Hine Kohn have achieved.

**Nuhaka Swamp Area:**

During our Rakaipaaka Wananga it was heartening to see that many of our people wanted to see the beautification of our central swamp areas. People hoped in the future that these areas could be planted in native swamp plants in order to attract native bird-life and swamp-life. There was mention made too of wooden footpaths being built in and around these areas.

**Wairoa Film Festival:**

Festivals like this are important because it provides a much needed platform for independent film-makers to ply their trade, and an amazing opportunity for local New Zealand actors. There were short films, documentaries and feature films and we should count ourselves very fortunate to have seen such a huge variety of film genre. The documentaries especially were a very sobering experience. I congratulate the organising committee for their hard work and trust that the Wairoa District Council will continue to support this initiative.

Nāku noa, nā

Henare Mita  
MSC Rakaipaaka

Anaru Te Nahu  
720 Mahia East Coast Road  
RD 8  
Mahia 4192

10 May 2018

WDC Māori Standing Committee  
C/- Duane Culshaw  
Māori Relationships Manager  
P O Box 54  
Wairoa 4160

Tēnā koutou

**RESIGNATION – ANARU TE NAHU FROM WDC MĀORI STANDING COMMITTEE**

It is with regret that I tender my resignation from the Wairoa District Council Māori Standing Committee due to personal circumstances, effective immediately.

I have enjoyed my short time on this committee and I sincerely thank the Council and the Māori Standing Committee for allowing me the opportunity to participate within the Council environment.

I further extend my gratitude to my takiwā of Māhia Mai Tawhiti for selecting me. I will continue to support this kaupapa in any way I can.

I wish everyone the very best in your future endeavours.

Mā te Atua e manaaki, e tiaki ki a koutou katoa.

Nāku noa, nā



Anaru Te Nahu  
Māngai – Māhia Mai Tawhiti

**8.2 REMISSION OF RATES ON MĀORI FREEHOLD LAND USED FOR PAPAKĀINGA HOUSING**

**Author:** David Doole, Senior Rates Officer

**Authoriser:** Steven May, Chief Executive Officer

**Appendices:**

1. Policy - REMISSION OF RATES FOR LAND USED FOR PAPAKĀINGA 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!!!