



**I, Matthew Lawson, Tumu Whakarae | Chief Executive, hereby give notice that
an Ordinary Meeting of Council will be held on:**

Date: Tuesday, 5 May 2026
Time: 1:00 pm
Location: Council Chamber, Wairoa District Council,
Coronation Square, Wairoa

AGENDA

Ordinary Council Meeting

5 May 2026

MEMBERSHIP: His Worship the Mayor Craig Little, Cr Benita Cairns, Cr Jeremy Harker, Cr Roslyn Thomas, Cr Michelle Tahuri, Cr Trevor Waikawa, Cr Sara Bird

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**

Members need to stand aside from decision-making when a conflict arises between their role as a member of the Council and any private or other external interest they might have.

This note is provided as a reminder to members to review the matters of the agenda and assess and identify where they may have a pecuniary or other conflict of interest, or where there may be a perception of a conflict of interest.

If a member feels they do have a conflict of interest, they should publicly declare that at the start of the meeting, or at the relevant item of business, and refrain from participating in the discussion or voting on that item.

If a member thinks they may have a conflict of interest, they can seek advice from the Chief Executive or the Chief Operations Officer (preferably before the meeting). It is noted that while members can seek advice, the final decision as to whether a conflict exists rests with the member.

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 15.1 requests to speak must be made to the Chief Executive Officer 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 - 7 April 2026

Extraordinary Meeting – 24 March 2026 (Public Excluded)

**MINUTES OF WAIROA DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, WAIROA DISTRICT COUNCIL, CORONATION SQUARE, WAIROA
ON TUESDAY, 7 APRIL 2026 AT 1:00 PM**

PRESENT: His Worship the Mayor Craig Little, Cr Benita Cairns, Cr Jeremy Harker, Cr Roslyn Thomas, Cr Michelle Tahuri, Cr Trevor Waikawa, Cr Sara Bird

IN ATTENDANCE: **Matthew Lawson** (Tumu Whakarae | Chief Executive), **Juanita Savage** (Te Toihau Mahi | Chief of Operations), **Gary Borg** (Tumu Whakarae Tuarua | Deputy Chief Executive & Pouwhakarae – Pūtea/Tautāwhi Rangapū | Group Manager - Finance and Corporate Support), **Hinetaakoha Viriaere** (Pouwhakarae Whakamahere me te Waeture | Group Manager Planning and Regulatory), **Frances Manase** (Kaiurungi Mana Ārahi | Governance Officer), **Austin King** (Community Engagement Manager), **Kate Standing** (Executive Principal)

1 KARAKIA

The opening karakia was given by His Worship the Mayor Craig Little.

2 APOLOGIES FOR ABSENCE

Nil

3 DECLARATIONS OF CONFLICT OF INTEREST

4 CHAIRPERSON'S ANNOUNCEMENTS

5 LATE ITEMS OF URGENT BUSINESS

6 PUBLIC PARTICIPATION

Gordon Preston enquired about Local Government Funding Agency debt levels. The General Manager Finance confirmed the debt cap remains at \$20 million, with current debt at \$11 million, unchanged from the update provided last year.

7 MINUTES OF THE PREVIOUS MEETING

RESOLUTION 2026/16

Moved: Cr Benita Cairns

Seconded: Cr Michelle Tahuri

That the minutes and confidential minutes of the Ordinary Meeting held on 3 March 2026 and the Extraordinary Meeting held on 24 March 2026 be confirmed.

CARRIED

8 GENERAL ITEMS

8.1 MATANGIRAU RESERVES BOARD - MEETING SCHEDULE 2026

RESOLUTION 2026/17

Moved: Cr Benita Cairns

Seconded: Cr Jeremy Harker

That Council receives the report and adopt the 2026 meeting schedule for the The Rohe o Te Wairoa Reserves Board–Matangirau.

CARRIED

8.2 COUNCIL APPOINTMENTS TO EXTERNAL BODIES

RESOLUTION 2026/18

Moved: Cr Sara Bird

Seconded: His Worship the Mayor Craig Little

That Council:

1. Receive the report; and
2. Confirm appointments to external bodies as outlined in Appendix 1, subject to any amendments made at the meeting.

CARRIED

Cr Tahuri was appointed to fill the vacancy on the District Licensing Committee.

8.3 COUNCIL REBRAND

RESOLUTION 2026/19

Moved: Cr Benita Cairns

Seconded: Cr Jeremy Harker

That Council:

- a) Approves a soft refresh of a new Council visual identity and logo
- b) Endorses a phased rollout approach that avoids additional budget pressure

CARRIED

The Community and Engagement Manager introduced the report and in line with the approved soft refresh of Council's visual identity and phased rollout approach, it was noted:

- Council emphasised the need for clear messaging on the purpose of the rebrand, including key differences and cost considerations.
- Senior Leadership and Elected Members will oversee community communications.
- The rollout will extend across Council-owned entities, with signage updated as required to align with the phased approach and minimise costs. Key assets will support a consistent district-wide identity.
- His Worship the Mayor highlighted the importance of allowing time for community feedback through the rollout phase.

8.4 MSC - CONFIRMATION OF SELECTION PROCESS REPORT

RESOLUTION 2026/20

Moved: Cr Sara Bird

Seconded: Cr Michelle Tahuri

That Council receives the report.

That Council confirms the selection process of the Māori Standing Committee for the term 2025/2028.

CARRIED

The Māori Relationships Manager introduced the report and the discussions below were highlighted:

- Guidance was sought on representation for Lake Waikaremoana, noting differing positions among marae and hapū following a nomination from Putere Marae. Cr Cairns will follow up with Chairs of those within the takiwā to determine a way forward and report on options for representation through the Council process.
- A nomination was received and verbally confirmed by Māhia Mai Tawhiti. Formal approval will be completed by the Chief Executive upon receipt of the signed documentation from Wairoa District Council.

9 RECEIPT OF MINUTES FROM COMMITTEES/ACTION SHEETS

Nil

10 PUBLIC EXCLUDED ITEMS

Nil

The closing karakia was given by His Worship the Mayor, Craig Little at 1:56pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 5 May 2026.

.....

CHAIRPERSON

Council - Action Sheet

<u>ACTION</u>	<u>MEETING THE ACTION WAS RAISED IN</u>	<u>DUE DATE</u>	<u>OFFICER RESPONSIBLE</u>	<u>COMMENTS</u> <i>Update: 03/03/2026</i>	<u>COMMENTS</u> <i>Update: 03/03/2026</i>	<u>STATUS</u>	<u>PUBLIC EXCLUDED</u>
Report any cost-savings benefits and present the final location for the North Clyde Playground to Council by 31 March 2026 (Item 8.4)	16/12/2025	31/03/2026	Group Manager of Assets & Infrastructure	Council will be meeting with the North Clyde Community at the Wairoa Taiwhenua on Wednesday 18 th March, 5pm-7pm.	<p>Council will be meeting the Steering group for North Clyde and progressing with preferred design.</p> <p>Council will be progressing on installation of Lion st / McClean street playground in the meantime.</p> <p>Cost savings are still being finalised when considering all 3 playgrounds.</p>	In Progress	No
Prepare and release public communications regarding the wastewater trial.	07/04/2026	05/05/2026	Community and Engagement Manager		This was released in the local newspaper – The Wairoa Star on 23 rd April 2026.	Completed.	No

8 GENERAL ITEMS

8.1 MAKARETU BRIDGE (MANGAPOIKE ROAD) RESTRICTIONS

Author: Hira Campbell, Kaiwhakahaere Hua Pūmau Huarahi | Transport Asset Manager

Authoriser: Kamal Narang, Group Manager - Assets & Infrastructure

Appendices: Nil

1. PURPOSE

To provide Council with a clear summary of the current structural assessment of Makaretu Bridge (Mangapoike Road) and the recommended traffic controls required to ensure safe operation while maintaining reasonable access for local road users, with added importance for Council given the sensitive nature of this route following Cyclone Gabrielle.

RECOMMENDATION

The Kaiwhakahaere Hua Pūmau Huarahi | Transport Asset Manager RECOMMENDS that Council receive the report and endorse the recommended controls which are:

1. Heavy vehicle restrictions: Overweight vehicles, HPMV and 50MAX vehicles are to be excluded. General Access vehicles are permitted up to 80% of legal loading.
2. Speed restriction: A permanent 30km/h speed limit is to apply on the bridge to reduce dynamic loading effects and allowing a single vehicle at a time.
3. Signage: Standard heavy-vehicle restriction signage is to be installed, clearly showing allowable vehicle weights by axle count.
4. Inspection and monitoring: A special inspection is to be undertaken shortly after construction traffic associated with the nearby Te Puna Bridge works begins, followed by weekly inspections during the construction period.

2. BACKGROUND

- 2.1 Makaretu Bridge is an older concrete bridge that continues to support local traffic, including rural and construction-related movements. The bridge has been in service for 90 years. It is a Class 1 (Unrestricted Weight).
- 2.2 The bridge is on the same road as Te Puna Bridge (Mangapoike Road) which is undergoing major structural repair as part of the Cyclone Gabrielle Recovery, so an assessment was required on this bridge to ensure reliable access as well as be informed as to how the bridges on these key routes are performing.
- 2.3 Recent engineering assessment work has been undertaken to confirm the level of heavy vehicle loading the bridge can safely accommodate and to identify appropriate operational controls.

3. WHAT WAS ASSESSED

The assessment considered the bridge's observed condition and long service history, likely construction methods at the time it was built, its response to modern traffic loading, and current best-practice guidance for assessing older bridges. This ensures the assessment reflects how the bridge actually behaves in service while maintaining an appropriate margin of safety.

4. KEY FINDINGS

- a. The assessment indicates that the bridge can safely carry up to 80% of standard General Axle loading, provided suitable operational controls are in place as per the recommendations. The bridge's structural behaviour is gradual and predictable, meaning any emerging issues would develop while visible signs that can be identified through regular inspection and monitoring.
- b. Inspections indicate the bridge is in stable condition, with no signs of structural distress such as cracking or deformation.
- c. There is expected no major traffic issues or congestions as this structure is mainly used for stock transportation and is a single lane bridge.
- d. Residents will be advised on Council decision.
- e. Council is working through a replacement / repair programme and is in discussion with NZTA.

5. OPTIONS

- a. There are 2 Options;

Option1. Do Nothing – Which is Not Recommended due to safety issues

Option2. After considering the inspection results, and the importance of this route, the following controls **are recommended**:

- i. Heavy vehicle restrictions: Overweight vehicles, HPMV and 50MAX vehicles are to be excluded. General Access vehicles are permitted up to 80% of legal loading.
- ii. Speed restriction: A permanent 30km/h speed limit is to apply on the bridge to reduce dynamic loading effects.
- iii. Signage: Standard heavy-vehicle restriction signage is to be installed, clearly showing allowable vehicle weights by axle count and allowing a single vehicle at a time.
- iv. Inspection and monitoring: A special inspection is to be undertaken shortly after construction traffic associated with the nearby Te Puna Bridge works begins, followed by weekly inspections during the construction period.

6. WHAT THIS MEANS AND NEXT STEPS

- a. The measures outlined maintain public safety while supporting local access and minimising disruption. Risks associated with an ageing structure are actively managed through loading limits, speed control, and monitoring, avoiding premature strengthening works or lower conservative restrictions while still enabling informed long-term planning.

- b. A separate high-level review of potential strengthening or upgrade options is recommended to support Council's long-term planning, including indicative costs.

Maori Standing Committee

- c. This matter has not been referred to the MSC

7. SIGNIFICANCE

- a. Due to the considerable disruption on the route due to weather events and bridge repairs, it has been brought to the Council table for consideration.

8. RISK MANAGEMENT

- a. In accordance with the Council's Risk Management Policy the inherent risks associated with this matter are:

Human	Financial	Regulatory
Low	Low	Low
Operations	Employees	Image & Reputation
Low	Low	Med

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.

8.2 POSITIVE AGEING (OLDER PERSONS) POLICY REVIEW

Author: Sarayde Tapine, Kaiurungi Kaupapa Here me Mana Ārahi | Policy and Governance Advisor

Authoriser: Sarah Owen, Strategic Policy and Performance Manager

Appendices:

1. WDC Positive Ageing (Older Persons) Policy 2006 [↓](#)
2. WDC Pensioner Housing Policy [↓](#)
3. WDC Positive Ageing (Older Persons) DRAFT Policy (2006) [↓](#)

1. PURPOSE

1.1 To present the review findings of the Positive Ageing (Older Persons) policy and seek direction from Council on whether to retain, retire or replace the policy framework.

RECOMMENDATION

The Kaiurungi Kaupapa Here me Mana Ārahi | Policy and Governance Advisor RECOMMENDS that Council:

- a) Agrees to retire the Positive Ageing (Older Persons) Policy 2006 in its current form.
- b) Retains and reviews the Pensioner Housing Policy as the primary operational policy for Council's housing responsibilities.
- c) Directs staff to consider the development of a Positive Ageing Strategy (or incorporation into a broader wellbeing strategy) to provide high-level strategic direction.

EXECUTIVE SUMMARY

The Positive Ageing (Older Persons) Policy attached as Appendix 1, was adopted in 2006 and reflects historic planning frameworks, including the Long Term Council Community Plan (LTCCP) model and early central government strategies.

The review finds that:

- The policy is outdated (20 years old) and based on superseded legislative and planning frameworks.
- It is largely operational in nature, containing detailed actions better suited to service delivery or SOP-level documents.
- A significant portion of the policy is housing focused, duplicating or overlapping with the Pensioner Housing Policy attached as Appendix 2 to this report.
- There is limited evidence of ongoing implementation, monitoring or reporting, reducing its effectiveness as a governance tool.

Sector practice has shifted away from standalone Older Persons Policies towards broader Positive Ageing or community wellbeing strategies, which provide high-level direction while operational delivery sits within service-specific policies, plans and programmes.

Given Wairoa's context as a small, rural district with high levels of deprivation, an ageing population and direct Council responsibility for pensioner housing, there remains a clear need for both a defined operational policy framework for housing and a strategic response to the impacts of an ageing population.

However, the current policy does not effectively fulfil either of these functions. It is therefore recommended that the policy be retired and replaced with a more appropriate framework, consisting of a retained operational Pensioner Housing Policy and a high-level strategic approach to ageing, either as a standalone strategy or integrated within a broader community wellbeing framework.

2. BACKGROUND

2.1 Policy Context

2.2 The Positive Ageing (Older Persons) Policy was adopted in 2006 to respond to demographic change and align with the Government's Positive Ageing Strategy at that time. The policy establishes a range of goals across key wellbeing areas, including transport, housing, health and safety, employment and rural access and is supported by detailed action lists intended to guide Council activity. The policy also places a strong emphasis on Council's advocacy and facilitation role within the community.

2.3 The policy is no longer aligned with current legislative, strategic or planning frameworks. It references outdated mechanisms, including the Long Term Council Community Plan 2006–2016, and contains detailed operational actions such as mobility parking provision, footpath accessibility, and liaison activities that are now embedded within existing Council functions and business-as-usual service delivery.

2.4 The policy also overlaps with other Council policies and activities, particularly in relation to pensioner housing. While a draft replacement policy has been identified and attached as Appendix 3 to this report, it similarly focuses on operational actions rather than providing clear strategic direction and therefore does not resolve the underlying issue.

2.5 Council Role

Council's role in positive ageing is primarily:

- Service delivery (housing, infrastructure, community facilities).
- Advocacy and facilitation.
- Strategic planning for community wellbeing (LGA 2002).

2.6 Contribution to Community Outcomes

Positive ageing contributes directly to a range of Council's community outcomes, including social wellbeing through the support of an ageing population, cultural wellbeing through the recognition and inclusion of kaumātua and the provision of safe and supported communities. It also supports equitable access to services particularly in rural areas where access challenges are more pronounced.

3. ASSESSMENT OF CURRENT POLICY

3.1 Strengths

- Recognises importance of older people in the community.
- Covers a broad range of wellbeing domains.
- Reflects local context (rurality, Māori population, ageing trends).

3.2 Limitations

- Outdated (2006 version) and not aligned with current planning frameworks.

- Blurs governance vs operations (contains detailed actions rather than direction).
- Duplicates housing policy content.
- Lacks clear monitoring or implementation mechanisms.
- Not actively used as a decision-making or strategic tool.

3.3 Key Issues

The primary issue identified is that the policy attempts to function as both a strategic document and an operational plan. This dual purpose results in a lack of clarity and effectiveness, with the policy failing to provide meaningful strategic direction while also duplicating operational activities already undertaken by Council.

4. IS THERE A NEED FOR A POSITIVE AGEING STRATEGY?

4.1 Wairoa Context

Wairoa has:

- A growing ageing population.
- High levels of deprivation and vulnerability.
- A large rural population with access challenges.
- A significant Māori population, where kaumātua roles are critical.

These factors indicate that ageing is a material strategic issue for the district.

4.2 Assessment

There is a clear need for a strategic approach to addressing the impacts of an ageing population, however, this need is not appropriately met through the current policy framework. Strategic direction should instead be provided at a high level, either through a dedicated strategy or as part of a broader community wellbeing framework, with operational delivery embedded within relevant Council policies, plans and service delivery activities.

In this context, Council may choose to develop a standalone Positive Ageing Strategy or incorporate ageing considerations into a wider Social or Community Wellbeing Strategy. For a district of Wairoa's size and capacity, integration within a broader strategy is likely to be the most efficient and sustainable approach.

5. OPTIONS

5.1 The options identified are:

a. Option a – Retain existing Policy

Continue using current policy.

Risks

- Outdated and not fit for purpose.
- Continues confusion between governance and operations.

b. Option b – Update Policy (Status quo approach)

Refresh policy content and structure.

Risks

- Maintains incorrect format (policy vs strategy confusion).
- Resource intensive for limited benefit.

c. Option c – Retire Policy and replace framework (Recommended)

- Retire current policy.
- Retain Pensioner Housing Policy (operational).
- Develop or integrate a Positive Ageing Strategy / Wellbeing approach.

Benefits

- Aligns with sector best practice.
- Improves clarity between governance and operations.
- More flexible and scalable approach.
- Better reflects Wairoa’s context and resourcing.
- The strategy would provide high-level direction on how Council supports an ageing population within a broader community wellbeing framework, rather than through a standalone operational policy.

5.1 The preferred option is **Option C**, this contributes to the following community Outcomes.

Cultural wellbeing	Economic wellbeing	Social Wellbeing	Environmental Wellbeing
Valued and cherished community.	Strong and prosperous economy.	Safe, supported and well-led community.	Protected and healthy environment

6. CORPORATE CONSIDERATIONS

What is the change?

6.1 Retirement of outdated policy and the establishment of a clearer distinction between operational policy and strategic direction.

Compliance with legislation and Council Policy

6.2 The proposed approach is consistent with the Local Government Act 2002, particularly sections 10 and 14, by supporting Council’s role in promoting community wellbeing and ensuring effective and efficient governance. It aligns with Council’s strategic framework, including the Long Term Plan and Annual Plan as it does not alter service delivery but improves clarity between strategic direction and operational policy.

What are the key benefits?

6.3 The proposed approach will provide a clearer governance framework, reduce duplication across Council policies, improve alignment with sector best practice and support more effective and targeted strategic planning.

What is the cost?

- 6.4 There is minimal cost associated with retiring the policy.
- 6.5 Should Council choose to develop a new strategy, any associated costs can be scoped and incorporated through the Long-Term Plan or relevant work programmes.

What is the saving?

- 6.6 There are no direct financial savings associated with the retirement of the policy. However, indirect efficiencies are expected through the removal of duplication, reduced administrative burden and improved clarity in Council's policy framework.

Service delivery review

- 6.7 A section 17A service delivery review has not been undertaken in relation to this policy as it is a governance document rather than a service delivery activity.
- 6.8 There is no section 17A service delivery review scheduled in relation to this matter.
- 6.9 This proposal does not trigger a section 17A review, as it does not involve any change to the delivery of Council services.

Māori Standing Committee

- 6.10 This matter has not previously been formally considered by Council or its Committees.
- 6.11 The Māori Standing Committee will be informed of the outcome of this report and any future direction relating to a strategic approach to ageing and community wellbeing.

7. SIGNIFICANCE

- 7.1 Low-moderate significance as it does not change service levels and improves internal governance clarity.

8. RISK MANAGEMENT

- 8.1 In accordance with the Council's Risk Management Policy the inherent risks associated with this matter are: Low

Human	Financial	Regulatory
Low	Low	Low
Operations	Employees	Image & Reputation
Low	Low	Low

Who has been consulted?

No formal consultation has been undertaken in relation to this matter.

Further Information

- Wairoa District Council Long Term Council Community Plan 2006-2016
- New Zealand Positive Ageing Strategy (Ministry of Social Development) –
- [Positive Ageing Goals and Key Actions - Ministry of Social Development](#)
- New Zealand Positive Ageing Strategy Annual Report 2001-2002 - [518.Ann. Rep](#)

- Local Government Act 2002

References (to or from other Committees)

This matter has not previously been formally considered by Council or its Committees. The Māori Standing Committee will be informed of the outcome of this report and any future direction relating to a strategic approach to ageing and community wellbeing.

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.

Wairoa District Council

OLDER PERSONS POLICY

*Towards a society wholly inclusive of the older generation
He anga oranga kau mō te hunga pakeke*

Adopted 10 October 2006



 *Te Wairoa Hōpūpū Hōnengenenge
Matangirau*



ACKNOWLEDGEMENTS

The development of the Wairoa District Council Older Persons Policy has involved valued input from a wide range of individuals, groups and organisations. The advice and comments from the following contributors is particularly acknowledged:

Age Concern New Zealand
Grey Power
Bay Home Support
Catholic Women's League
Citizens Advice Bureau
Work and Income New Zealand
Neighbourhood Support Group
Wairoa District Council
Wairoa Hospital
Volunteer Community Co-ordinators and focus group participants

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This document is available on the following website:

<http://www.wairoadc.govt.nz/>

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FOREWORD

- Mayor of Wairoa



I am pleased to be able to contribute the Foreword to this Older Persons Policy. Within the body of the document is this statement:

“Older people are important and valued members of the community”

This is a very good starting point for a comprehensive policy that will take us into the future when dealing with all issues that involve older people.

It is true that throughout the western world people are living longer, are staying healthier longer and are working longer. Even so, they are still a group within our community that require separate consideration so that they can carry on with the very valuable contribution that they still make and when they do get to the stage where they need more attention and special services, we need to be in a position to deliver those services in an efficient and timely manner.

The Policy has been formulated in co-operation with and in consultation with a large number of agencies and organisations. The Wairoa District Council is just one of these groups. The Policy is part of Council's Long Term Council Community Plan which, when complete, will be a valuable tool to carry us into the future with confidence.

It is my hope that this document will be widely read and acknowledged throughout the District and the issues and statements within are acted upon and become part of the culture of the Wairoa District community.

A handwritten signature in black ink that reads "Les Probert". The signature is written in a cursive, flowing style.

His Worship the Mayor - Les Probert
Mayor of Wairoa

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INTRODUCTION

People aged 65 and over make up a large and growing proportion of New Zealand's population. At the time of the 2001 Census of Population and Dwellings, they numbered 450,426 and made up around 12 percent of the total usually resident population. Over the next 25 years, the number of people aged 65 and over is projected to rise significantly to reach 924,400 by 2026. By that time, they will make up around 20 percent of the total usually resident population. This is projected to increase further to 25 percent in 2051.

The key factor allowing us to be reasonably sure of the shape and nature of the older people of the next few decades is that they are largely already part of the population of the country. While some immigration and some mortality will occur, it will only have a minor effect on the composition of these age groups. The major areas of change are expected to occur in internal migration patterns, regional competition for resources and changing work practices, which may modify in fundamental ways the lifestyles and location of older people. These will be linked to changes in care needs, family structures and the relative wealth of the retired population.

As a group, older people are becoming more diverse as their life experiences increasingly deviate from the life paths of their predecessors. For example, increasing numbers of those entering older age will have experienced marital disruption and sole parenthood, some will have remarried, and more women will have worked for large periods of their working life.

The growth of the older population, both in its size and in its diversity will have impacts on policy and programme delivery. The sheer increase in the number of people aged 65 and over will result in increasing expenditure in a range of areas, particularly health care and retirement income. Furthermore, in attempting to meet the needs of an older population, planners and service providers will need to take into account the increasing ethnic and social diversity of this population in the future. There will be higher proportions of Māori, Pacific and Asian peoples with different needs and expectations.

Much of the debate around the increasing size of the older population has focused upon the negative impacts, particularly the capacity of New Zealand's economic, social welfare and health systems to cope with the growth. However, the increasing number of older people has other implications. Most older people are fit and healthy well into their 70s, and can continue to play an active role in society for many years beyond the age of 65.

This growing older population trend is reflected in Wairoa population projections. At the 2001 Census 11.6 percent of people in the Wairoa District were aged 65 years and over compared with 12.1 percent for all of New Zealand. This percentage is expected to grow to 15 percent in 2021.

Other trends in Wairoa include:

- The ethnic and social diversity of the older population increasing
- More older people will be better educated and may seek more work options at age 65

- With a smaller workforce population (aged 25-65) and economic growth there will be additional demands on the labour market and employers may increasingly seek to employ older people
- Gradually increasing numbers of older people who have never owned their own homes
- The gender imbalance decreasing in future years. (At present women live longer than men, and make up the majority of the older population)

In both research and government policy papers, Older Persons tend to be defined as those who are 65 and over. Many people who were consulted and Māori in particular articulated how much older people and kaumātua are valued in the community. They also indicated that they view older people and kaumātua in relation to stages of the life cycle, whānau leadership and the holistic life experiences that have contributed to that person's status, mana and wisdom rather than in relation to a specific age. In addition, some distinctions are made between frail elderly and active older people on the basis of age. Those distinctions also tend to be arbitrary as age is not necessarily a determinant of frailty or level of activity.

The Positive Ageing Strategy:

The Government has responded to the anticipated increased number of older people by developing a Positive Ageing Strategy (2001) which affirms and supports the contribution of older people in society, and sets down ten goals, each with a set of actions that aim to improve opportunities for older people to participate in the community.

The Wairoa District Council recognises the following statements taken from the Governments Positive Ageing Strategy as the definition of positive ageing:

“The concept of ‘positive ageing’ embraces a number of factors, including health, financial security, independence, self-fulfilment, community attitudes, personal safety and security, and the physical environment. The underpinning is that the years of ‘old age’ should be both viewed and experienced positively. The focus is therefore not only on the experience of older individuals, but also on the younger generation’s attitude, expectations and actions regarding ageing and older people.”

Our vision is for society where people can age positively, where older people are highly valued and where they are recognised as an integral part of families and communities. New Zealand will be a positive place in which to age when older people can say that they live in a society that values them, acknowledges their contributions and encourages their participation.

The strategy has an overarching aim to improve opportunities for older people to participate in the community in the ways that they choose. As part of that Strategy, a Positive Ageing Action Plan is developed each year and monitored by the Ministry of Social Development.

Central government is responsible for the implementation of the Positive Ageing Strategy and takes the lead in terms of meeting its goals. However territorial local authorities are encouraged to contribute to the Strategy. This Policy articulates the

contribution that the Wairoa District Council can make to those goals while acknowledging the leadership role that central government agencies have. In many areas the Council's role is one of advocacy based on its close relationship to the community.

The New Zealand Positive Ageing Strategy aims to improve opportunities for older people to participate in the community in ways they choose. The principles of the Strategy were developed with input from a wide range of individuals, groups and organisations throughout New Zealand and formed the basis of the consultation process for this policy. The ten principles are:

1. Empower older people to make choices that enable them to live a satisfying life and lead a healthy lifestyle.
2. Provide opportunities for older people to participate in and contribute to family, whānau and community.
3. Reflect positive attitudes to older people.
4. Recognise the diversity of older people and ageing as a normal part of the lifecycle.
5. Affirm the values and strengthen the capabilities of older Māori and their whānau.
6. Recognise the diversity and strengthen the capabilities of older Pacific people.
7. Appreciate the diversity of cultural identity of older people living in New Zealand.
8. Recognise the different issues facing men and women.
9. Ensure older people, in both rural and urban areas, live with confidence in a secure environment and receive the services they require to do so.
10. Enable older people to take responsibility for their personal growth and development through changing circumstances.

The Positive Ageing Strategy includes ten goals each with action points. The goals are concerned with income, health, housing, transport, ageing in place, cultural diversity, rural, attitudes, employment and opportunities. This policy contributes directly to all of these goals except for that concerned with income.

This policy articulates how the Wairoa District Council will contribute to those remaining goals. Specifically the goals are:

1. **Housing:** *Affordable and appropriate housing options for older people.*
2. **Transport:** *Affordable and accessible transport options for older people.*
3. **Opportunities and Information:** *Increasing opportunities for personal growth and community participation.*

4. **Health:** *Equitable, timely, affordable and accessible health services for older people.*
5. **Ageing in Place (safety):** *Older people feel safe and secure and can “age in place”.*
6. **Attitudes:** *People of all ages have positive attitudes to ageing and older people.*
7. **Cultural diversity:** *A range of culturally appropriate services allows choices for older people.*
8. **Employment:** *Elimination of ageism and the promotion of flexible work options.*
9. **Rural:** *Older people living in rural communities are not disadvantaged when accessing services.*

The positive Ageing Policy aims to improve the quality of life of those over 65 and to be successful it will engage with all groups within the community.

Positive ageing is achieved when:

- Society respects older people, values their knowledge, wisdom and skills, and acknowledges the considerable contributions they make to family, whānau and the community;
- We have created communities where people of all ages can enjoy a satisfying life;
- Ageing is a positive experience, regardless of gender, age, culture, or ability;
- Older people can participate in the community in the ways they choose and their participation is valued and respected by others;
- The community works together to provide an environment where people can age positively;
- Partnerships that support positive ageing are developed between local and central government, communities and support agencies;
- Older people are welcomed as mentors for younger generations;
- Ageing provides opportunities for opening new doors and offering new experiences;
- Society recognises the potential and talent of a steadily growing number of older people;
- Older people are able to continue to learn and make the most of their talents;
- Ageism is eliminated from all sectors of society and everyone is valued for who they are regardless of age;
- Flexible employment practices support older people in the workforce;
- The importance of a healthy lifestyle, leisure and recreation is recognised throughout life;
- Health promotion supports a wellness model of ageing;
- Older people are able to live in a safe and secure environment and receive the necessary support when they can no longer live independently;
- New Zealanders have access to a continuum of health services;
- There is security and stability in retirement income policies that provide a reasonable standard of living in older age;
- Accessible transport supports community participation;
- Adequate housing is available to ensure people can live with dignity;
- A wide range of services supports ageing in place;

- Older people living in isolated and sparsely populated rural communities are not disadvantaged when accessing services;
- New Zealanders have positive attitudes to ageing and older people; and
- The concept and importance of positive ageing is widely understood.

The New Zealand Disability Strategy

Older people are highly represented among people with disabilities, especially sensory and physical disabilities. Released in 2001 the Disability Strategy aims to achieve the vision of an inclusive society (Ministry of Health, 2001).

New Zealand will be inclusive when people with impairments can say they live in a society that highly values our lives and continually enhances our full participation.

The strategy addresses attitudinal, policy and service issues. It also outlines barriers that occur at various points in a person's life, and those that are constant over a lifetime, that may act to create social and economic isolation for disabled people.

Health of Older People Strategy

In May 2002 the Health of Older People Strategy was launched, setting out the Government's policy for the future direction of health and disability support services for older people (Ministry of Health, 2002).

The vision of the strategy is:

Older people participate to their fullest ability in decisions about their health and wellbeing and in family, whānau and community life. They are supported in this by coordinated and responsive health and disability support programmes.

Long Term Council Community Plan 2006-2016 (LTCCP)

An LTCCP (Long Term Council Community Plan) is a wide-ranging document prepared by Council, which sets out the Council's priorities over the medium to longer term.

The Plan provides the foundation for economic, environmental, cultural and social activity within the Wairoa District. It describes all activities managed by Wairoa District Council over the life of the plan, with evidence of cost, current function, and service levels.

The Long Term Plan is a key mechanism for Wairoa District Council to work with the Community. It will take into account Community Outcomes, which will guide the

development of the Wairoa District for the next 10 years. It will also be invaluable as a baseline for monitoring progress towards these Community Outcomes.

Community Outcomes are goals that the community believes are important for its present and future economic, social, cultural and environmental well-being.

It is important to remember that these outcomes belong to the community – they are not Council outcomes. The role of the Council is to give the community an opportunity to have their say in the future direction and well-being of the Wairoa District.

The Wairoa Community Outcomes are listed below in order of priority:

1. A strong prosperous and thriving economy.
2. A safe and secure community.
3. A lifetime of good health and wellbeing.
4. An environment that is appreciated, protected and sustained for future generations.
5. Supportive, caring and valued communities.
6. A safe and integrated transport system.
7. Strong district leadership and a sense of belonging.
8. Safe and accessible recreational facilities.
9. A community that values and promotes its culture and heritage.

Purpose of the Wairoa District Council Older Persons Policy:

This policy has six key purposes:

1. To document and summarise the identified concerns and needs of the older community within the Wairoa District.
2. To outline the goals that have been identified as the key priorities to respond to these concerns and needs and to therefore achieve positive ageing.
3. To summarise in the form of an Annual Action Plan the initiatives that have been developed in order to begin moving towards these goals.
4. To expand on the commitment of the Wairoa District Council to older people enshrined in the Long Term Council Community Plan 2006-2016. This commitment states that:
 - a. “Older people are important and valued members of the community”

5. To provide a mechanism through which the National Positive Ageing Strategy can become a reality for the local community within the Wairoa District.
6. To provide a frame work that:
 - a. Enables all members of the community to understand how positive Ageing will be achieved.
 - b. Enables new partnerships to be developed to contribute to achieving positive ageing.
 - c. Ensures that positive ageing is a living process that changes and updates in order to meet the future needs of new generations.

This Older Persons Policy is intended to address the current needs of older people within the Wairoa District and ensures that they experience positive ageing. It has also been created with the flexibility to adapt and develop so that future needs can be met. The policy will therefore ensure that Wairoa District remains a place in which older people can achieve and enjoy positive ageing.

Implementation and Monitoring:

Associated with the goals are actions for the Wairoa District Council to implement the Older Persons Policy.

This policy is premised on the basis of partnership with the community. Effective implementation requires strong relationships with representative groups such as Age Concern and Grey Power and also with the older community more generally.

Along with the actions associated with the goals, opportunities will be sought for discussions/forum on specific issues, encouraging the participation of older people, to finding solutions.

There are two key monitoring mechanisms:

- Monitoring through the Positive Ageing Strategy Action Plan whereby the Council's planned actions that support the Strategy are included in the annual action plan prepared by the Office for Senior Citizens. That office on an annual basis then prepares a report on progress.
- The business plan of the unit responsible for implementation of the policy. The plan will include performance indicators and measures.

1. TRANSPORT:

Goals /Objectives

Affordable and accessible transport options for older people. (Positive Ageing Strategy 2001)

A safe and integrated transport system (WDC LTCCP 2006-2016)

Transport is identified as a barrier to older people's participation and access to services and resources and the cost of transport can act as a barrier to accessing services (in particular health services).


Wairoa District Council can contribute to ensuring affordable and accessible transport for older people through its provision of parking, control of roads and advocacy to other transportation providers for effective transport networks and services.

Up to 35% of people over 65 years report some disability and currently 80% of mobility parking cardholders are over 65 (approximately 102 of the 128 Wairoa district residents with mobility cards). There is a need for an increased number of mobility car parks provided in strategic locations and for greater enforcement in relation to use of mobility car parks in general.

For older people to have ease of access, pedestrian crossings need to be in safe places and footpaths need to be accessible by mobility scooters. The Council can use its community networks to promote community based transport options for older people and it also has an advocacy role in provision of public transport.

Actions: Council will support affordable and accessible transport by:

- 1.1 Researching and reporting on options for community based transport.
- 1.2 Promoting "giving a lift" amongst all community NGOs, including churches, social and recreational groups, and health support.
- 1.3 Reviewing mobility car parks - their distance apart, closeness to key facilities/services, and seating/shelter.
- 1.4 Enforcing mobility car parks.
- 1.5 Encouraging friends/family to drive older people to facilities.
- 1.6 Auditing pedestrian access to key town buildings.
- 1.7 Ensuring road signage is clear throughout the town.
- 1.8 Continuing to ensure all footpaths are safe and mobility scooter access friendly. Keep surfaces even and free of obstructions and where possible paint guidance lines on footpaths.
- 1.9 Identifying places where handrails would make public places/ roads/crossings safer; and install as appropriate.

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- 1.10 Encouraging the expansion of the provision of mobility scooters.
 - 1.11 Advocating for the provision of adequate transportation to health care services, in particular the nature of vehicles (i.e. whether vehicles have wheelchair lifts etc) and appropriate travel times to and from health care services.
 - 1.12 Reviewing public seating - distance apart, amount, closeness to key facilities/services, and signage associated with their use and ensure that design does not create obstacles for vision impaired people.
 - 1.13 Liaise with kaumātua bus operators to ascertain their needs and issues.
 - 1.14 Continue to support the Wairoa Disability Transport Service to the benefit of older people.

2. HOUSING:

Goals /Objectives

Affordable and appropriate housing options for older people. (Positive Ageing Strategy 2001)

To provide accommodation for those who are unable to access private sector rental properties (WDC LTCCP 2006-2016)

Most older new Zealanders “age in place” so housing is critical to their well-being. Older people in New Zealand have at this stage a high rate of home ownership, but there are limited options for those who want or need supported housing. As the older population increases in both size and diversity, an increasing range of housing options is required.

Older people, particularly those with limited financial means, often require housing which the market does not provide, such as smaller units requiring minimal upkeep.

Council has a long-standing commitment to providing housing for older people and currently manages pensioner-housing units. Council acknowledges the importance of pensioner housing to those in the community, who through personal circumstances, are unable to rent accommodation in the private market.

The medium term focus for Council is to manage and maintain pensioner housing to a standard and at a cost that is acceptable to the community and tenants. (WDC LTCCP 2006-2016)


The critical issue for older people is the cost of accommodation, including, rent, rates and maintenance.

To meet the needs of an increasing number of older people it would seem that Council needs to ensure the social housing stock continues to be made available to older people at least at the current rate. Criteria for Council housing eligibility will be kept under review to ensure Council housing is available to older people who face barriers to accessing housing.

At present the Wairoa District Council does not have a Rates Postponement Policy. A Rates Postponement Policy would recognise that for some older people on fixed incomes, rates can be a barrier to ageing in place. This type of policy provides for rates to be postponed until the house changes ownership or the property is sold.

Actions: Council actively addresses the housing needs of an ageing population by:

- 2.1 Continuing to provide housing for older people as detailed in the Long Term Council Community Plan 2006-2016.
- 2.2 Actively promoting “ageing in place” tactics so that older people can stay in their own homes: for example, care services and supporting the provision of accessible information on appropriate services that support ageing in place, for example, maintenance, cleaning and gardening.

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- 2.3 Regularly consulting with older people to keep abreast of housing issues and solutions for older people.
 - 2.4 Design housing stock to ensure it is safe and accessible for vision impaired people.
 - 2.5 Council will liaise with tenants regularly to ensure that housing is satisfactory and that tenants' needs are being met. Council will also provide referral to certain services that can meet tenants' needs.
 - 2.6 Ensuring the criteria for eligibility for Council housing takes account of the demographic trend of an increasing population of older people.
 - 2.7 Where appropriate encourage older people to locate close to essential facilities in retirement.
 - 2.8 Encourage older people to remain in Wairoa as a place of choice.
 - 2.9 Continuing to provide and upgrade social housing units and taking account of older people's needs when allocating housing (access needs, safety and social satisfaction) to older people.
 - 2.10 Actively researching the need for a Rates Postponement Policy and establishing networks with other Council Rates Departments with a view to developing and implementing a Wairoa District Council Rates Postponement Policy, in 2006/07. Once in place Council staff would actively support older people and their families in making applications for rates postponement.

3. OPPORTUNITIES AND INFORMATION:

Goals /Objectives

*Increasing opportunities for personal growth and community participation
(Positive Ageing Strategy 2001)*

“Opportunities for personal growth and community participation may take many forms, including lifelong learning, physical activity and volunteering. There are many factors that influence whether an older person can participate in activities, including income and cost, health and disability, transport, living situation and attitudes.”
(Positive ageing in New Zealand, 2001)

It is important to bear in mind that retirement from paid work provides opportunities to remain active in a range of roles, such as volunteers, caregivers, committee and trust members, kaumātua, and business mentors and advisors.

Information about opportunities is a critical component to maximising the ability of older people to take advantage of opportunities and remain active within the Wairoa community. The Council can influence this goal by facilitating information provision about available services and resources.

Where possible, published information affecting older people should be made available at appropriate venues, for example Health Organisations, Marae and other cultural venues, the Citizen Advice Bureau, the Visitor Information Centre and the Public Library.

An increasing number of older people use the Internet and other electronic media to access information and maintain relationships. Council should explore these avenues when considering the publication of information that affects older people.

Actions: Council will focus on increasing opportunities for personal growth and community participation for older people and ensure a two-way flow of information between older people and the Council by:

- 3.1 Improving educational opportunities for older people within the Wairoa community.
- 3.2 Encouraging utilisation of the experience and skills of older people.
- 3.3 Regularly consulting with older people to keep abreast issues and solutions for older people.
- 3.4 Promoting and supporting volunteer organisations.
- 3.5 Actively consulting with older people and interest groups about their needs, priorities and barriers to accessing information and opportunities.
- 3.6 Actively seeking the views of older people when developing policies.
- 3.7 Reporting on and implementing strategies to enhance information services in libraries and community centres, e.g. enhancing access to health services,

job opportunities, community functions, the public library, recreation, discounts etc.

- 3.8 Supporting older peoples access to and training on information and communication technologies.
- 3.9 Taking account of the information needs of people caring for older people.
- 3.10 Monitoring and advising on consultation carried out by the Council with older people.

4. HEALTH:

Goals /Objectives

Equitable, timely, affordable and accessible health services for older people (Positive Ageing Strategy 2001)

A Life Time Of Good Health And Wellbeing: An environment in which all people are able to achieve a lifetime of good health and wellbeing. They are protected from the negative effects of pollution, drug and alcohol abuse and illness. They have confidence in and access to health care provided in our region (WDC LTCCP 2006-2016)

Health issues are particularly important to older people, as health often deteriorates with age. Most people aged 65 or over are fit and healthy. A minority are frail and vulnerable and require high levels of care and disability support.

The World health Organisation (WHO) defines health as a state of complete physical, mental and social well-being and not merely the absence of disease or infirmity.

Life expectancy is increasing and, since the mid-1980s, has been increasing more for males than for females. However, women can still expect to live longer than men, with life expectancy at birth currently 80.4 years for females and 75.2 years for males. Life expectancy for Māori and Pacific peoples is still lower than for the general population, due to higher mortality rates at younger ages, particularly from cardiovascular conditions and cancer. Life expectancy for Māori and Pacific peoples is, however, increasing.

Older people are significant users of both health and disability support services. The New Zealand Government Budget 2005/06 commits \$9.68 billion to health. Around 39 percent of that expenditure will be for the 12 percent of the population aged 65 and over.


Medical health care is primarily the role of central government rather than local government, but the Wairoa District Council can advocate for the concerns of older people through submissions to central government and other organisations on important health issues that affect the older generation.

A recent survey undertaken by National Research Bureau Ltd indicated that 70% of Wairoa residents aged 60+ years are 'very satisfied/satisfied' with health services provided in Wairoa. (Communitrak™ Survey: Public Perceptions And Interpretations Of Council Services & Representation: Prepared As Part Of The Public Feedback Programme For: Wairoa District Council, July 2005)

Wairoa's older people considered accessing health services to be a priority issue. The Council can facilitate the provision of information and act as an advocate for older people on health issues.

Actions: Council will support access to equitable, timely and affordable health services by:

4.1 Council advocating on behalf of older people on relevant health issues, to agencies and organisations responsible for health care and public health.

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- 4.2 Regularly consulting with older people to keep abreast of issues, taking on a coordination/facilitation role as required, and advocating with central government/ Hawke's Bay District Health Board to address older people's concerns.
 - 4.3 Working with NGOs to ensure older people are contacted and encouraged to participate in recreational activity.
 - 4.4 Continue to provide support for recreational facilities such as the Community Centre, the proposed Wairoa Walkway and various Parks and Reserves to the benefit of older people.
 - 4.5 Assist the Hawke's Bay District Health Board where necessary to develop the policy to support an integrated continuum of care for older people.
 - 4.6 Improving co-ordination across the health sector, including central and local government, to ensure that the range of health services are accessible and appropriate for older people.
 - 4.7 Developing collaborative national and regional relationships over public health services, provide intersectoral leadership and co-funding with other agencies, (for example, other government agencies, non-government agencies, local authorities), and become involved in planning services with providers.
 - 4.8 Continue to support the Wairoa Disability Transport Service to the benefit of older people.

5. AGEING IN PLACE (SAFETY):

Goals /Objectives

Older people feel safe and secure and can “age in place” (Positive Ageing Strategy 2001)

Safe Living Environment: Council’s aim is to provide services and facilities, which contribute to community health and safety and ensure that the natural and physical resources of the district are preserved for future generations (WDC LTCCP 2006-2016)


“Ageing in place” is the term used to describe the principle of older people residing at home for as long as possible and is concerned with the provision of support and services that facilitates this process. This requires that people have the resources they need to live in the setting they choose and can be greatly assisted by community planning initiatives (e.g. planning communities that foster social engagement and facilitate access to key services such as doctors, food outlets etc). A critical issue for older people in deciding to stay or move is feeling safe. Facilitating support and services to contribute to ageing in place is traversed throughout this policy, so this section focuses on the safety aspect.

Safety is a priority for Wairoa District Council and there is an increasing emphasis on safety in the home and in the neighbourhood. Safety is concerned with both injury prevention and crime reduction. In respect of the latter the Neighbourhood Support Group works with Police and Community groups to help reduce and prevent crime in the Wairoa District. Moreover Council employs a staff member to deliver the Crime Prevention Unit’s ABC (Anti Burglary Crime) Project, which is designed to reduce crime and create safer communities. For many older people, the choice to age in place depends on whether they feel safe and secure at home and in their communities. Moreover

A recent survey of the ‘perceptions of safety’ within the Wairoa District undertaken by National Research Bureau Ltd indicated that 28% of residents feel that generally Wairoa District is definitely a safe place to live (42% in 2004), 54% say it is mostly (45% in 2004). 13% of residents think the District is not really a safe place to live (10% in 2004) with 4% saying it is definitely not (1% in 2004). 1% are unable to comment. (Communitrak™ Survey: Public Perceptions And Interpretations Of Council Services & Representation: Prepared As Part Of The Public Feedback Programme For: Wairoa District Council, July 2005)

Actions: Wairoa District Council will support ageing in place by:

- 5.1 Extending work with NGOs to ensure older people living alone are contacted on a regular basis.
- 5.2 Promote and implement safety awareness programmes in collaboration with organisations such as the Police and Neighbourhood Support Groups for older people.
- 5.3 Develop as wide a range of services as possible within the Wairoa district that support ageing in place.

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- 5.4 Improve the development and delivery of information about provisions and services that enable older people to age in place.
 - 5.5 Work with organisations such as the Police and Neighbourhood Support Groups to actively encourage a greater sense of community and looking out for one's neighbour.
 - 5.6 Ensuring that the Hawke's Bay Civil Defence Emergency Management Group Plan considers the needs of older people in a crisis.

6. ATTITUDES:

Goals /Objectives

People of all ages have positive attitudes to ageing and older people (Positive Ageing Strategy 2001)

Underpinning this policy is the move to change people's perceptions of the older generation in our community. What is more, this policy is designed to steer positive attitudes about ageing and to reaffirm the value of older people in the Wairoa community.

This document is the start of encouraging all Wairoa citizens to celebrate older people, and to celebrate ageing. The policy articulates Wairoa District Council's commitment to positive ageing as well as reinforcing the value we place on older people in our society.

"Attitudes to older age and older people vary in New Zealand. On the one hand, older people are valued for their knowledge, wisdom and experience; on the other, their contributions are often invisible and their value to the community unrecognised... Ideas and attitudes about ageing and the role of older people differ across time and across generations." (Positive Ageing in New Zealand 2001)

Positive ageing is as much about attitude as it is about empowering older people to make choices that enable them to live satisfying, healthy lives. It's about valuing and respecting their contribution, and ensuring they have continuing opportunities to participate in society in the ways they choose. It is also about changing the attitudes of the whole of society towards older people and to the process of ageing itself.

Actions: Wairoa District Council supports positive attitudes to ageing and older people by:

- 6.1 Celebrating October 1st, International Day for Older People, by promotion of the older person in the community as an active, contributing and valuable member of society.
- 6.2 Ensuring that positive images of older people are part of the district's promotional material.
- 6.3 Working collaboratively with NGOs to foster positive attitudes towards older people and ageing in general.
- 6.4 Working to challenge negative opinions, attitudes and images of older people within the community.

7. CULTURAL DIVERSITY:

Goals /Objectives

A range of culturally appropriate services allows choices for older people (Positive Ageing Strategy 2001)

Communities recognising, achieving and promoting their cultural goals. Acknowledging and protecting places of significance to pass to future generations. Communities respecting and embracing the cultural environment of all cultures represented in our community (WDC LTCCP 2006-2016)

Wairoa is a unique part of New Zealand. The Wairoa district has the highest proportion of Māori of any local authority in the country, 55% in 2001 (4,935 out of 8,916 total population).


Central Government's Positive Ageing Strategy outlines in respect of cultural diversity the needs to increase the number of quality services provided by and for Māori and Pacific peoples, and identifying issues of specific concern to older people from ethnic communities and developing options for addressing these.

Council believes that our unique culture and heritage must be encouraged and supported at all times and will work closely with the following organisations to achieve this outcome:

- Tangata Whenua including various Māori organisations and groups
- NZ Historic Places Trust
- Other Hawke's Bay Councils
- Council has a funding partnership for the support of the Wairoa Museum Trust, which operates the Wairoa Museum
- Local and Regional Tourism Operators

Actions: Wairoa District Council encourages and promotes a range of culturally appropriate services by:

- 7.1 Continuing to maintain and strengthen relationships and partnerships with Tangata Whenua including various Māori organisations and groups throughout the District. The Māori Liaison Officer and the Council Māori Committee (a full standing committee of Council) also provide opportunities for relationship building and dialogue.
- 7.2 Promoting participation of the older generation within our cultural communities.
- 7.3 Ensuring that when consulting with Māori, Pacific people and ethnic minorities in the town that older people are included and heard.
- 7.4 Actively ensuring that all cultures are recognised and embraced throughout our region, and that policy development reflects this.
- 7.5 Encouraging correct pronunciation of the Māori language, and a greater understanding of Māori customs and heritage with a view to better working relationships.

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- 7.6 Identifying the physical assets and heritage of our communities, and encouraging the development and preservation of places of significant character, for the enjoyment and benefit of all residents. In this regard noting the importance of striking a balance between protecting significant sites and interpreting and facilitating public access to them.

8. EMPLOYMENT:

Goals /Objectives

Elimination of ageism and the promotion of flexible work options (Positive Ageing Strategy 2001)

The number of people aged 65 years and over in paid employment has more than doubled since 1991, with 49,935 people or 11 percent of people in that age group in paid employment in the week preceding the 2001 Census. People in this age group were also involved in unpaid activities both inside and outside their household. In the four weeks preceding the 2001 Census, 73 percent of older New Zealanders reported they had done housework for their own household and 17 percent had done voluntary work such as for an organisation, group or marae.

Older people are valued as important members of society and have the right to dignity and security in their senior years. They have opportunities to use their skills, knowledge and experience to contribute to society. Participation in employment by older workers brings social and financial benefits to society, to industry and business, and to older people themselves. In New Zealand, older workers are indicating they want to work longer, either because they want to or feel they need to.

Predictions are that older people will be more educated and may seek work options at age 65. Concurrently it is expected that there will be a smaller workforce population aged between 25 and 65 years. Economic growth will mean there are additional demands on the labour market and employers may increasingly seek to employ older people. As such, both employers and older people themselves are likely to demand more work opportunities for the older generation of our community. The Council may have a role in provision of information to both employers and older people about work opportunities.

Actions: Council supports the elimination of ageism and encourages employment opportunities for older people by:

- 8.1 Facilitating access to information about appropriate job opportunities for older people, for example, in the Public Library and via the NGOs, for example Age Concern and government departments specifically Work and Income New Zealand – Wairoa Branch.
- 8.2 Actively promoting skills sharing/mentoring schemes using the skills of abilities of older people.
- 8.3 Promoting employment policies in the Wairoa business community that recognise and acknowledge the value of older workers.
- 8.4 Actively encouraging older people to update their knowledge and skills, as needed, to enhance their employability if labour force participation is desired.
- 8.5 Actively promote and encourage flexible employment practices to support older people in the workforce.

9. RURAL DISADVANTAGE:

Goals /Objectives

Older people living in rural communities are not disadvantaged when accessing services (Positive Ageing Strategy 2001)

Community Representation: Council's long-term leadership focus is to work with the community to assist them to achieve their vision for the future. Council believes the quality of representation, and the sustainability of the District, as critical outcomes to be achieved. (WDC LTCCP 2006-2016)

The Wairoa District is a largely rural area, with substantial areas of rural hill country mostly used for sheep/cattle farming and forestry, and flat land along the coast and in river valleys.

Like the rest of New Zealanders, older people are highly urbanised. Over two-thirds of older people live in the main urban areas (i.e. areas with 30,000 or more residents). However, significantly more live in secondary and minor urban areas than the general population (22 percent compared with 16 percent). Another notable feature of the rural-urban distribution of older people is the variation by age. For example, around two in every three people aged 65–74 years lived in main urban areas in 2001. At ages 85 years and over, three in every four people were living in main urban areas.

The reasons for the higher concentration of older people in main urban areas are presumably related to the more fragile health status of this group and consequently the need to be near care facilities. At the 2001 Census, about a third of all women aged 85 years and over living in urban areas were living in institutions. The proportion for men was much lower at about a fifth, reflecting the fact that men are more likely to have younger partners at home to care for them. This contrasts with rural centres and other rural areas, where there are fewer institutions; and people who are sufficiently well tend to remain at home, either living alone or with family.

At the 2001 Census 41 percent of people in Wairoa aged 65 years and over lived in rural areas (423 of the 1,033 people in Wairoa aged 65 years and over; Wairoa Districts total population = 8,913). This is about 7 percent higher than the national average.

Overall, older people living in rural areas are much more likely to be employed than their urban counterparts. The employment rates for people aged 65 and over who usually live in main, secondary and minor urban areas sit in a range between 9 and 10 percent, whereas the rate in rural centres is 13.3 percent. Nearly a third (30.7 percent) of older people living in 'other rural' areas were employed in 2001, meaning that this group was three times more likely to be employed than their peers living in urban areas. Noteworthy for the Wairoa district is the fact that a large number of older employed people were farmers.

People aged 65 and over in rural areas were more likely than those in other areas to work full time, with 60.1 percent of those employed in other rural areas working 30 hours or more per week in 2001, compared with just 43.4 percent of those living in main urban areas.

One of the ongoing challenges of Council is the need to focus on seeking to understand the needs of our diverse rural and urban communities so that Council can provide good representation aimed at achieving the community's vision for the future.

Actions: Council actively works to ensure older people living in rural communities are not disadvantaged when accessing services by:

- 9.1 Actively promoting and supporting policies that encourage opportunities for growth and development for older people living in rural communities.
- 9.2 Improving service delivery to rural areas.
- 9.3 Ensuring policies address the additional costs associated with providing services to sparsely populated and rural communities.
- 9.4 Supporting equity of access to health services for people in rural areas.
- 9.5 Developing options to address the transport needs of rural older people accessing services and activities in urban areas.
- 9.6 Ensuring needs of the diverse rural and urban communities within the Wairoa District are met by providing effective representation and careful management of resources.

TE KAUPAPA HERE MŌ TE WHARE PĀKEKE

PENSIONER HOUSING POLICY

CATEGORY:	Community Assets and Services	STATUS:	FINAL
DATE POLICY ADOPTED:	5 February 2019	APPROVAL BY:	Council
REVIEW PERIOD:	3 years	NEXT REVIEW DUE BY:	2022
DATE PREVIOUSLY ADOPTED:	10 August 2010	REVISION NUMBER:	1

PURPOSE

The purpose of this policy is to provide clear guidelines on Council's practice in regard to the provision, management and tenancy of pensioner housing.

BACKGROUND

Wairoa District Council has a long standing commitment to providing housing for the elderly residents who have limited incomes. Rents are set so there is no impact on rates and are assessed at market rental. Rents are reviewed annually by way of a registered valuation.

Council currently manages and maintains 32 residential units on six sites located in the Wairoa Township¹. The units are self-contained (attached and detached) and are surrounded by other units in the various complexes. They provide for privacy and independence, while also providing a community atmosphere. Regular inspections are conducted by staff to ensure all necessary upgrades are carried out in accordance with a planned maintenance schedule.

PRINCIPLES

The principles underlying this policy are that:

- There is a genuine and growing need for long-term affordable accommodation for the elderly and Wairoa District Council has a role in meeting this need.
- The Council's pensioner housing units shall continue to be available for rental at below private market rentals.
- the facilities are self-funding without rates input.
- Any monies generated within the activity in excess of operational needs (including the proceeds of any divestment) will remain in the activity and be utilised as considered appropriate for the maintenance, management, renewal and extension of the pensioner housing activity.

DEFINITIONS

"Current Market Rental" is the level of rental the houses would attract if exposed to the open market, as determined by a registered valuer.

¹ Wairoa District Council LTCCP 2009- 2019 – Pensioner Housing Activity Management Plan

"Elderly" are those people aged 65 or over, but may include younger persons 55 years and older if they have a medical condition, and they are on an age related benefit or similar².

"Pensioner Housing" refers to residential accommodation for a person or persons of an age that is eligible for the national pension.

ELIGIBILITY FOR TENANCY

1. APPLICANTS

a) The prospective applicant for tenancy of a pensioner unit shall be determined by application and assessed in accordance with eligibility criteria.

b) All applicants must be a New Zealand citizen or be permitted to reside here in New Zealand, have an urgent need for accommodation due to their current circumstances and have family living within the Wairoa District that can support their tenancy.

c) Council will use a priority based eligibility scale to determine suitability of prospective tenants.

2. PRIORITY ONE ELIGIBILITY CRITERIA

a) In order to be given this priority the applicant must satisfy all of the following criteria:

i) Must be 65 years of age or older (being the age eligible for a pension in New Zealand) and be retired from full time work; **and**

ii) The applicant's primary source of income is from a permanent New Zealand/Overseas age related benefit:

- National Superannuation
- War Disablement Pension
- New Zealand Veterans Pension **and**

iii) The combined value of the applicant's assets (excluding car, furniture and personal household effects) must not exceed the figures below:

- Single person \$20,000
- Couple \$30,000 **and**

iv) Assets may include cash in the bank, shares, trusts, investments or any other property of value (but excluding car, furniture and personal households effects);

and

v) In the case of a couple, both partners must meet all of the eligibility criteria.

And

vi) They are self-reliant or have the necessary support in place to live independently.

b) Applicants who do not satisfy the Priority One criteria on the grounds of age (younger than 65 years) or main source of income (a non-age related benefit) may qualify for a place in a pensioner unit if they satisfy the Priority two criteria.

3. PRIORITY TWO ELIGIBILITY CRITERIA

a) In order to be given this priority the applicant must satisfy all of the following criteria:

i) Must be 55 years of age or older and be retired from full time work. **and**

² Definitions for older person or elderly fall into three main categories: 1) chronology; 2) change in social role (i.e. change in work patterns, adult status of children and menopause); and 3) change in capabilities (i.e. invalid status, senility and change in physical characteristics).

ii) The applicant's primary source of income is from a permanent New Zealand/Overseas benefit other than an age related benefit, including

- Sickness Benefit
- Invalids Benefit
- ACC Payment **and**

iii) The combined value of the applicant's assets (excluding car, furniture and personal household effects) must not exceed the figures below:

- Single person \$20,000
- Couple \$30,000 **and**

iv) Assets may include cash in the bank, shares, trusts, investments or any other property of value (but excluding car, furniture and personal households effects)

and

v) In the case of a couple, both partners must meet all the eligibility criteria.

And

vi) They are self-reliant or have the necessary support in place to live independently.

4. INDIVIDUAL MERITS

a) Applicants who do not satisfy any of Priority One or Priority Two criteria may still be considered individually on the merits of their application.

b) The acceptance (or otherwise) of applications remains at the full discretion of the Council. Wairoa District Council reserves the right to decline any application that does not meet the criteria.

c) All of the pensioner units are designed for independent living. Priority One applicants may require a recent medical certificate relating to applicant's health and their ability to care for themselves independently.

5. CHANGES TO ELIGIBILITY DURING TENANCY

A tenant's eligibility to occupy a pensioner unit will be re-assessed if there are reasonable grounds to indicate a change in eligibility status.

Where it is suspected that there are existing or impending eligibility issues for medical, physical or mental health reasons; the Council will in the first instance seek to facilitate the provision of the appropriate social service support.

Following consultation with the appropriate social service, if the tenant is clearly unable to meet the eligibility on an on-going basis, the Council will consider giving the tenant the required notice to vacate.

All tenants will be required to sign a new eligibility form every two years.

WAITING LISTS

The Council will maintain a waiting list of prospective tenants which will be regularly reviewed and updated. If a waiting list does not exist, the Council will market and promote its pensioner housing to ensure maximum occupancy.

1. ADMINISTRATION OF WAITING LISTS

a) Where the number of eligible applicants exceeds the number of units available, a waiting list will be maintained by Council and shall be kept at the Council offices.

b) The list shall be kept up to date, and those on the list will be contacted at regular intervals, or as required, so as to verify that all applicants still wish to remain on the list and also update their applications if the situation has changed.

RENTS, RENT COLLECTION AND RENT ARREARS

1. RENTS

Rentals are to be set at 80% of the market rate or at 30 per cent of the gross amount of National Superannuation (after adjustment for the assessed level of the Work and Income accommodation supplement), whichever is the lesser of the two, with rent changes taking effect on 1 July annually. Pensioner housing will continue to be self-funding without rates input.

Rent increases will be limited to a maximum of \$30-00 per week each year.

Rent reviews need to be initiated as part of the annual financial planning process and provided they fall within policy, will take effect from 1 July with an advisory note to Council before any communication with tenants;

2. RENT COLLECTION

- a) Tenants are required to pay four weeks' rent in advance on being accepted for a pensioner unit.
- b) Rent shall be paid by the tenant, or on behalf of the tenant, fortnightly in advance by way of automatic payment.
- c) Council will record all rent payments, which will be credited against the Tenant's rent account.

3. ARREARS MANAGEMENT

- a) All arrears are governed by the Residential Tenancies Act 1986.
- b) All rent arrears will be brought to the attention of the tenant in writing.
- c) Where rent arrears are outstanding for a period of 2 weeks, Council will arrange recovery of rent arrears by means of direct deductions from the tenant's WINZ payments.
- d) Where rent arrears remain outstanding and/or ongoing in excess of 3 months, Council will refer the matter to the Tenancy Tribunal for resolution in accordance with the Residential Tenancies Act.

MAINTAINING AND UPGRADING PROCEDURES

1. MANAGEMENT

- a) The day to day administration of pensioner housing is carried out by the Administration Department of the Council, with contract and maintenance works overseen by the Engineering Department preferred methods.
- b) In the case of tenants placed in Council's pensioner units at the referral of another service provider, Council reserves the right to manage the pensioner units in a manner that is to the benefit of Council approved tenants
- c) The Council may consider alternative arrangements or partnerships for the future administration and management of pensioner units if it is in the best interests of tenants and is cost-effective.

GRIEVANCE MECHANISM

1. GRIEVANCE PROCEDURE

a) A tenant who has a grievance regarding any aspect of the Pensioner Housing policies, may state the grievance in writing or in person to the Administration Manager. Upon receipt of the grievance the following procedure will be followed:

- i) Initially, the Chief Executive Officer, or delegate, will meet with the aggrieved in an informal manner in an effort to resolve the grievance and reach a mutually acceptable agreement.

ii) If this fails, the Chief Executive Officer, or delegate, will convene a Grievance Committee, comprising of two people. This Committee will be able to be approached by the Tenant(s) in a further effort to resolve the matter in an informal manner.

iii) If the matter cannot be resolved through the process in (ii) above, it will be deferred to the Residential Tenancies Tribunal for formal mediation.

iv) If processes (i) to (iii) prove unsuccessful the matter may be referred to a Court of Law for final resolution.

b) Within each stage, a decision must be made and the Tenant notified within ten working days. The decision may be to resolve the issue or to advance to the next stage in the process.

c) All grievance procedures will be recorded for public scrutiny and to enable a precedent to be set should a similar case arise.

TENANCY MATTERS

1. SMOKING IN PENSIONER UNITS

a) The Council does not support cigarette smoking. As at the adoption date of this policy tenants will not be permitted to smoke within the units. This will not apply to tenants who were occupying units prior to the adoption of this policy. However, for these existing tenants, planned refurbishments will be undertaken (approximately every seven years) only if the tenant agrees not to smoke in the unit, or to allow others to do so.

2. ANIMALS

a) It is not Council policy to allow tenants to have pets. However, a small animal such as a bird, cat or small dog may be permitted with the Council's consent provided that any such animal must be well behaved, and properly cared for so they do not pose a nuisance to other tenants. Tenants are limited to one animal only and in the case of a cat or a dog, the animal must be neutered or spayed.

3. KEYS

One set of keys will be provided to the tenant at the beginning of the tenancy. It is the tenant's responsibility to take care of these keys. If the tenant loses their keys, property staff will provide a new set for a \$10 charge. If the tenant locks themselves out of their unit, property staff will unlock the unit during normal working hours. If this happens after normal working hours the tenant will need to contact a locksmith at their own expense. Any damage caused by a tenant to gain access to their unit must be repaired by the tenant. Alternatively, keys may be collected from the Council and a \$10 bond will be charged. The \$10 bond will be refunded when the keys are returned.

4. LIGHT FIXTURES

It is the tenant's responsibility to replace light bulbs that expire during their occupancy

5. WELFARE

The Council acknowledges its role as landlord, and as such, will be accessible and diligent towards the general welfare of its tenants. This will not extend to the provision of social services (other than that to which Council has agreed to) to tenants, as these services are better provided by other professional service providers.

The Council will however, endeavour to provide its tenants with the contact information for professional services and service providers. Council staff will consult and work with health, social welfare, and other professional service providers where tenant concerns or difficulties arise outside of the Council's expertise.

POSITIVE AGEING POLICY

Person responsible:

Category:

Status: Draft

Date revised policy adopted: n/a

Approval by: Council

Review period:

Next review due by:

Date previously adopted: 2006

Revision number: 1

1 INTRODUCTION

- 1.1 The Wairoa District Council (WDC) is committed to supporting and enabling a community where people can age positively throughout their lives.
- 1.2 WDC has developed a draft Positive Ageing Policy (PAP) in consultation with the Wairoa community about WDC's commitment to supporting and enabling older persons in the Wairoa district (district)¹.
- 1.3 The PAP promotes a community where older people are highly valued and are recognised as an integral part of families and communities.
- 1.4 The PAP uses the key goals from the Government's Positive Ageing Strategy (GPAS) to produce a set of action plans. These plans will be used to guide WDC in its work towards improving the wellbeing of older people in the district.
- 1.5 The PAP replaces the WDC's Older Persons Policy, adopted in 2006.

¹ **Figure 1** displays the district's boundaries where the WDC's PAP will apply.

2 POLICY OBJECTIVE

2.1 The vision of the PAP is that Wairoa is a place where:

- People can age positively;
- Older people are highly valued;
- Older people are recognised as an integral part of families and communities.

2.2 The PAP aligns with *nine* of the GPAS's ten goals². These are:

- 1. Health**
Equitable, timely, affordable and accessible health services for older people
- 2. Housing**
Affordable and appropriate housing options for older people
- 3. Transport**
Affordable and accessible transport options for older people
- 4. Ageing in the community**
Older people feel safe and secure and can age in the community
- 5. Cultural diversity**
A range of culturally appropriate services allows choices for older people
- 6. Rural services**
Older people living in rural communities are not disadvantaged when accessing services
- 7. Positive attitudes**
People of all ages have positive attitudes to ageing and older people
- 8. Employment opportunities**
Elimination of ageism and the promotion of flexible work options
- 9. Personal growth and participation**
Increasing opportunities for personal growth and community participation

² The GPAS goal which relates to 'income' is not an area of focus in the WDC PAP.

3 POLICY STATEMENT

This policy statement is divided into nine sections. These sections provide an outline of the PAP's nine key goals, each of which are linked to specific WDC community outcomes. Each section contains an outline of the activities that WDC will undertake to support the achievement of the goals.

3.1 HEALTH

Goal: Equitable, timely, affordable and accessible health services for older people.

WDC will support the health needs of older persons in the district by:

- Advocating on behalf of older people on relevant health issues to organisations responsible for health care, and maintaining relationships with agencies that deliver local support to older persons.
- Providing and promoting safe, pleasant and convenient walking and cycling options. Investing in quality walkway/cycle way facilities, including the Wairoa Walkway and the Mountain Bike Park.
- Providing support for recreational facilities that support health and fitness, including the Community Centre. Operating parks and reserves that provide services in the form of sports grounds, public gardens and memorials, neighbourhood parks and playgrounds, and access along riverbanks and foreshores.
- Continuing to manage and operate the Wairoa Centennial Library, which provides access to books and electronic resources that assist older people in learning about good health and wellbeing.
- Supporting and developing relationships with the local health sector to ensure that the range of health services are accessible and appropriate for older people.

These health-related activities support the community outcome of *a lifetime of good health, education and wellbeing.*

3.2 HOUSING

Goal: Affordable and appropriate housing options for older people.

WDC will support the housing needs of older persons in the district by:

- Providing housing units for older people as detailed in the Pensioner Housing Policy.
- Maintaining the housing stock to a standard consistent with providing a safe, healthy and pleasant environments for its tenants.

- Liaising with tenants to ensure that housing is satisfactory and that tenants' needs are being met.
- Ensuring the criteria for eligibility for WDC housing takes account of the demographic trend of an increasing population of older people.

These housing-related activities support the community outcome of *a strong, prosperous and thriving economy*.

3.3 TRANSPORT

Goal: Affordable and accessible transport options for older people.

WDC will support the transport needs of older persons in the district by:

- Continuing to support the Wairoa Disability Transport Service, and reviewing requests for support by other community-based transport services.
- Reviewing the provision for accessible carparks on a triennial basis, including their distance apart, closeness to key facilities/services, and seating/shelter.
- Enforcing adherence to mobility carpark regulations.
- Ensuring District Plan car parking provisions are relevant.
- Responding to pedestrian accessibility issues regarding key town buildings.
- Ensuring signage is clear and in accordance with WDC's Signage Strategy.
- Ensuring all footpaths are appropriately maintained and constructed to WDC standards to ensure ease of access and public safety.
- Ensuring that transport infrastructure design considers best practise for safe use (e.g. hand rails, tactical crossing.)

These transport-related activities support the community outcome of *a safe and integrated infrastructure*.

3.4 AGEING IN THE COMMUNITY

Goal: Older people feel safe and secure and can age in the community.

WDC will support older persons ageing in the district by:

- Collaborating with other local agencies in support and promotion of any safety awareness programmes that encourage a greater sense of community and looking out for one's neighbour.
- Maintaining relationships with local organisations that provide for the social and recreational needs of older people.
- Ensuring that the Hawke's Bay Civil Defence Emergency Management Group Plan considers the needs of older people in a crisis.

- Continuing to support Sport Hawkes Bay and the Community Centre to provide services that foster social engagement and help older people maintain a connection with others in their community.
- Continuing to manage and operate the Wairoa Centennial Library, a facility where older persons may read, study, and relax, and where their social, cultural, recreational and educational needs are supported. Supporting the Library's 'Housebound' book delivery service and their Rest Home visits in which they provide books for reading.
- Continuing to support the Wairoa Disability Transport Service, and reviewing requests for support by community-based transport services.

These activities, which support ageing in the community, align to the community outcome of a *safe and secure community*.

3.5 CULTURAL DIVERSITY

Goal: A range of culturally appropriate services allows choices for older people

WDC will support the cultural diversity needs of older persons in the district by:

- Maintaining and strengthening relationships and partnerships with Māori. The Māori Relationships Manager and the WDC Māori Standing Committee (MSC) also provide opportunities for relationship building and dialogue.
- Recognising and promoting Te Reo Māori as the indigenous language of Aotearoa and as a taonga of iwi and Māori. Encouraging its use in communications, hui and day to day operations of the organisation, as detailed in the Te Reo Policy.
- Collecting and preserving, or providing access to material about our district's culture and heritage, and continuing to develop local history and Māori collections at the Wairoa Centennial Library.
- Facilitating enhanced opportunities for older Māori to contribute to Council's decision-making processes as detailed in the Māori Policy.
- Facilitating occasions where it is appropriate for Council-run activities to have pakeke in attendance – for pōhiri, tangihanga, and hui. This is particularly important in giving due respect to tikanga, where a whaikōrero/karanga/karakia is appropriate.
- Ensuring that the older generation are included and heard during consultation processes.
- Supporting unique culture and heritage by working closely with the following organisations:
 - Tangata Whenua, including various Māori organisations and groups
 - Heritage New Zealand Pouhere Taonga
 - Other councils in the region
 - Wairoa District Heritage & Museum Trust, which operates the Wairoa Museum, and with whom WDC has a funding partnership to provide support for its operation
 - Local and regional Tourism Operators

These cultural diversity activities support the community outcome of *a community that values and promotes its culture and heritage*.

3.6 RURAL SERVICES

Goal: Older people living in rural communities are not disadvantaged when accessing services.

WDC will support the rural service needs of older persons in the district by:

- Continuing to manage and operate the Wairoa Centennial Library, a facility which provides those travelling into town with a 'living room away from home' – a space that older people can use and relax in, and utilise for meeting others, educational programmes, and other activities.
- Supporting policies that encourage opportunities for growth and development for older people living in rural communities.
- Monitoring service delivery to rural areas of the district.
- Supporting equity of access to health services for people in rural areas.
- Developing options to address the transport needs of rural older people accessing services and activities in urban areas.
- Developing relationships with local agencies who support and protect the welfare and wellbeing of older people, irrespective of their location.

These rural service activities support the community outcomes of 1) *safe and accessible recreational facilities*, 2) *supportive, caring and valued communities*, and 3) *a lifetime of good health, education and wellbeing*.

3.7 POSITIVE ATTITUDES

Goal: People of all ages have positive attitudes to ageing and older people

WDC will support the need for positive attitudes of older persons in the district by:

- Celebrating October 1st, International Day for Older People, by promoting the older person in the community as an active, contributing and valuable member of society.
- Ensuring that positive images of older people are part of the district's promotional material.
- Delivering high quality level of customer service and kind behaviour towards older people who make inquiries to WDC.
- Continuing to manage and operate the Wairoa Centennial Library, which ensures that basic library services are available to older people, and is complimented with professional assistance of skilled staff to provide easy access to material. This includes a delivery service for those who are housebound, and a book service to Glengarry Rest Home. It also provides a wide variety of audiobooks, large font books and e-books.

- Working collaboratively with NGOs to foster positive attitudes towards older people and ageing in general.
- Working to challenge negative opinions, attitudes and images of older people in the community.

The activities that promote positive attitudes towards ageing support the community outcome of *supportive, caring and valued communities*.

3.8 EMPLOYMENT OPPORTUNITIES

Goal: Elimination of ageism and the promotion of flexible work options

WDC will support employment opportunities for older persons in the district by:

- Continuing to manage and operate the Wairoa Centennial Library, a facility which not only provides technology to enable older people to access information about employment opportunities, but provides learning materials that support professional growth and skills-building.
- Facilitating access to information about job opportunities for older people, for example, via agencies such as Age Concern and Work and Income.
- Supporting local skills sharing or mentoring schemes that use and promote the skills and abilities of older people.
- Networking with and supporting the aims of local learning organisations, and the educational and upskilling opportunities they provide for older people within the district.

The activities that support employment opportunities align to the community outcomes of 1) *a strong, prosperous and thriving economy*, and 2) *supportive, caring and valued communities*.

3.9 PERSONAL GROWTH AND PARTICIPATION

Goal: Increasing opportunities for personal growth and community participation

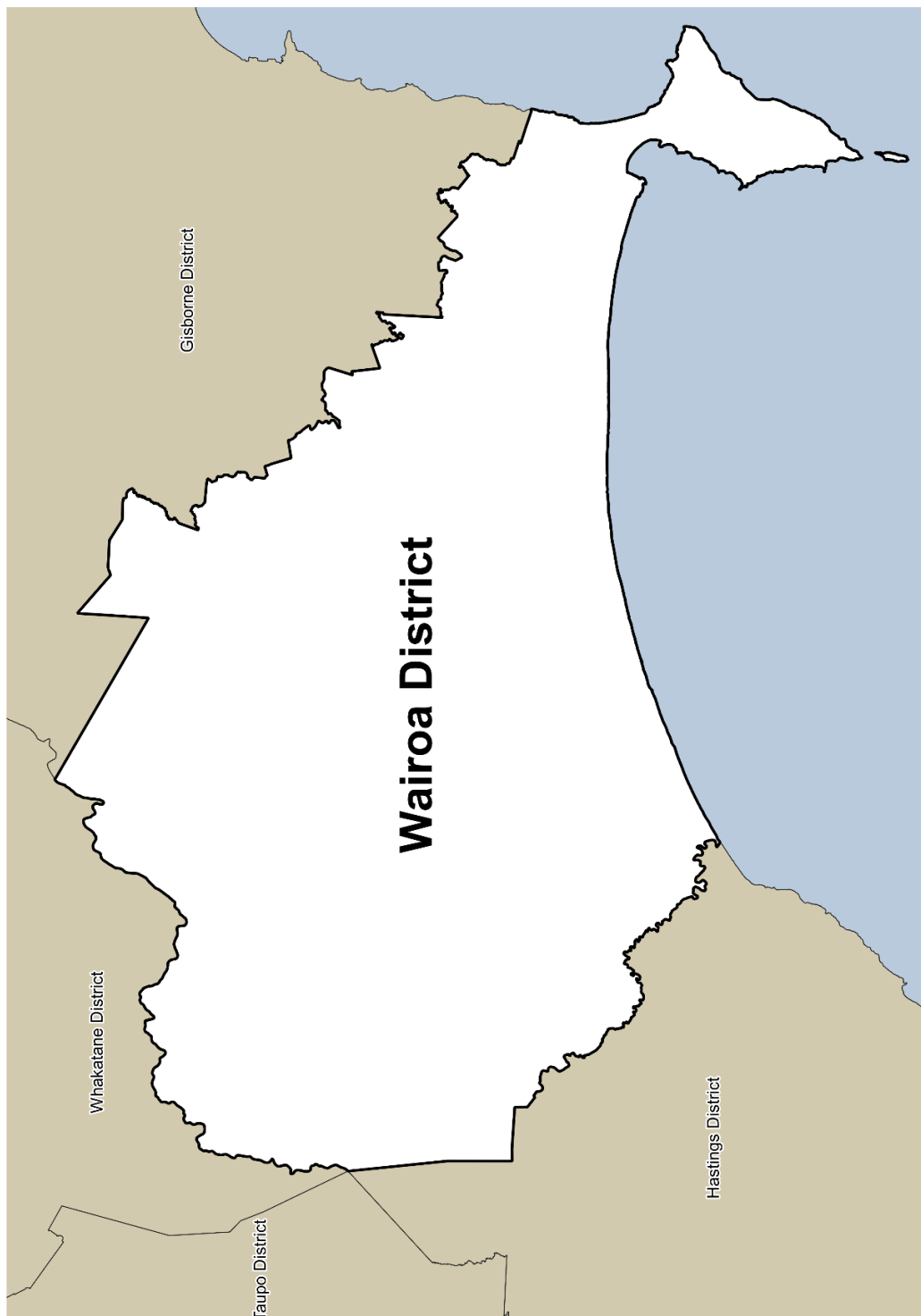
WDC will support opportunities for personal growth and participation in older persons in the district by:

- Continuing to manage and operate the Wairoa Centennial Library, a facility that provides older people with learning and participation opportunities through the provision of resources, learning materials, and also technology which enables access to information about how to participate and engage with WDC.
- Supporting local initiatives which encourage using the experience and skills of older people.
- Supporting the aims of local organisations that assist older people to participate in community activities.

- Consulting with older people and interest groups about older person's needs, barriers and opportunities, especially when developing policy.
- Implementing strategies that support the provision of information from the Library, Visitor Information Centre, and Community Centre.
- Providing the opportunity for older people to meet with the Mayor to discuss their concerns.

The activities that support personal growth and opportunities for participation align to the community outcomes of *1) a lifetime of good health, education and wellbeing, and 2) supportive, caring and valued communities.*

Figure 1: Wairoa District Council's jurisdiction



8.3 MĀORI POLICY REVIEW

Author: Sarayde Tapine, Kaiurungi Kaupapa Here me Mana Ārahi | Policy and Governance Advisor

Authoriser: Sarah Owen, Strategic Policy and Performance Manager

Appendices: 1. WDC Māori Policy 2026 [↓](#)
[↓](#)2. WDC Māori Policy 2017

1. PURPOSE

1.1 The purpose of this report is to present the updated Māori Policy for Council consideration and adoption, replacing the current 2017 policy.

RECOMMENDATION

The Kaiurungi Kaupapa Here me Mana Ārahi | Policy and Governance Advisor RECOMMENDS that Council:

- a) Adopts the Māori Policy 2026.
- b) Revokes the Māori Policy 2017.
- c) Notes that the amendments to the policy are minor and non-material, representing a refinement and modernisation of the existing policy rather than a substantive change in direction.
- d) Confirms that on this basis, the policy review does not require a Special Consultative Procedure (SCP) under the Local Government Act 2002.

EXECUTIVE SUMMARY

The current Māori Policy attached as Appendix 2 to this report was adopted in 2017 and is significantly out of date, with its last review due in 2020.

A full review has been undertaken to ensure the policy reflects:

- Current legislative requirements under the Local Government Act 2002.
- Best practice for engagement and partnership with tangata whenua.
- The Wairoa district context, including updated demographic data.
- Clearer expectations for early and meaningful Māori participation in decision-making.

The updated policy attached as Appendix 1 to this report, strengthens the existing framework by moving from a largely principles-based document to a more structured and implementable approach, while maintaining the original intent.

The changes are not substantive in nature and do not alter the overall direction of the policy. As such, the Special Consultative Procedure as per section 83 of the Local Government Act 2002 is not required.

2. BACKGROUND

2.1 The Māori Policy was originally adopted in 2012 and last revised in 2017.

- 2.2 The policy is overdue for review and no longer reflects current legislative, operational or community expectations.
- 2.3 The existing policy is highly principle-based and lacks clear mechanisms, accountability and direction for implementation.
- 2.4 This review aligns with Council's ongoing commitment to strengthening relationships with tangata whenua and ensuring inclusive, effective decision-making processes.

3. CURRENT STATE AND ISSUES

3.1 The existing policy:

- Does not reflect updated legislative provisions.
- Lacks clarity on how Māori views are incorporated into decision-making.
- Provides limited operational direction for implementation.
- Has not been reviewed within required timeframes.

3.2 This creates risk in terms on legislative compliance, inconsistent engagement practices, reduced transparency and accountability and reputational risk.

4. PROPOSED APPROACH

4.1 The updated Māori Policy introduces:

- Alignment with key provisions of the Local Government Act 2002.
- Clear expectations for early, ongoing and meaningful engagement.
- A structured engagement framework (inform, consult, involve, collaborate, empower).
- Recognition of Wairoa's demographic and cultural context.
- Improved clarity on roles responsibilities and internal capability.

4.2 The policy also strengthens monitoring, accountability and alignment with existing Council policies, including the Significance and Engagement Policy.

5. CURRENT STATE VS PROPOSED APPROACH

AREA	CURRENT POLICY (2017)	PROPOSED POLICY (2026)
Legislative Alignment	Primarily references section 81	Aligns with sections 4, 14, 77, 78, 81 and 82
Policy Approach	High-level, principles-based	Structured and implementable framework
Engagement with Māori	Broad statements	Clear expectation of early and ongoing engagement
Decision-Making Influence	Advisory	Embedded at the outset of decision-making
Wairoa Context	Outdated	Updated to reflect current data and context
Clarity and Implementation	Limited guidance	Clear direction for staff and elected members

Monitoring	Limited	Defined monitoring and reporting
Internal Capability	Implicit	Explicit focus on resourcing and capability
Policy Alignment	Limited	Strong alignment with existing Council policies

The proposed policy represents a refinement and strengthening of the existing framework rather than a fundamental shift in direction.

6. OPTIONS

6.1 The options identified are:

a. Option a – Adopt the updated Māori Policy (Recommended)

- Ensures legislative compliance.
- Reflects current best practice.
- Strengthens engagement and partnership.

b. Option b – Retain the existing Māori Policy

- Maintains current gaps and risks.
- Does not meet legislative or operational expectations.

6.2 Option b is not recommended.

6.3 The preferred option is **Option a**, this contributes to the following community outcomes

Cultural wellbeing	Economic wellbeing	Social Wellbeing	Environmental Wellbeing
Valued and cherished community.	Strong and prosperous economy.	Safe, supported and well-led community.	Protected and healthy environment

7. CORPORATE CONSIDERATIONS

What is the change?

7.1 Adoption of an updated Māori Policy that modernises Council's approach to engagement and partnership with tangata whenua.

Compliance with legislation and Council Policy

7.2 **Annual Plan** – No direct impact; implementation will be managed within existing budgets.

7.3 **Long Term Plan** – Supports outcomes relating to community engagement, partnership and inclusive decision-making.

7.4 **District Plan** – No direct impact.

- 7.5 **Economic Development Strategy** – Supports inclusive and culturally responsive development approaches.
- 7.6 **Other Council Policies** – Aligns with the Significance and Engagement Policy.
- 7.7 **Relevant legislation** – Consistent with the Local Government Act 2002, particularly sections 4, 14, 77, 78, 81 and 82.

What are the key benefits?

- 7.8 Improved legislative compliance.
- 7.9 Stronger and more consistent engagement practices.
- 7.10 Clearer internal guidance.
- 7.11 Reduced legal and reputational risk.

What is the cost?

- 7.12 No direct costs associated with the update of this Policy. Implementation will be managed within existing budgets.

What is the saving?

- 7.13 Indirect efficiencies through improved processes and reduced risk.

Service delivery review

- 7.14 This policy review does not relate to the delivery of a Council service and therefore a section 17A service delivery review is not applicable. No previous review has been undertaken in this context and the adoption of the updated Māori Policy will not trigger a section 17A review.

Māori Standing Committee

- 7.15 This report will be provided to the Māori Standing Committee at their next scheduled meeting in June.

8. SIGNIFICANCE

- 8.1 The impact of this decision is moderate as it applies district-wide but does not materially change existing policy direction or service delivery.
- 8.2 There is ongoing public and stakeholder interest in Māori participation in Council decision-making, particularly in the Wairoa context.
- 8.3 There is no direct impact on Council budget or operational capacity.
- 8.4 The decision can be reversed or amended through a future policy review if required.
- 8.5 There is no alteration to the service levels of any Council significant activity.
- 8.6 There is no impact on any Council strategic assets.
- 8.7 This decision does not change the way any significant activity is delivered.
- 8.8 Overall, the significance of this decision is considered moderate.

9. RISK MANAGEMENT

9.1 In accordance with the Council's Risk Management Policy the inherent risks associated with this matter are: Low-Medium.

Human	Financial	Regulatory
Low	Low	Medium (If not updated)
Operations	Employees	Image & Reputation
Low	Low	Medium

Failure to adopt the updated policy presents regulatory and reputational risk.

Who has been consulted?

Internal staff relevant to the review.

Further Information

- Local Government Act 2002

Confirmation of statutory compliance

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

- containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
- 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.

MĀORI POLICY



WAIROA
DISTRICT COUNCIL

Stored:	Hyperlink
Approved by:	Ordinary Council
Department:	External Policy
Date Approved:	
Next Review Date:	July 2029
Reviewed:	April 2026
Revision No:	3
Relevant:	Local Government Act 2002
Legislation related policies:	Significance and Engagement Policy

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PURPOSE

This policy establishes how Wairoa District Council (Council) will partner with tangata whenua of Wairoa to ensure meaningful, early and ongoing participation in decision-making and achieve outcomes that reflect the aspirations of whānau, hapū and iwi across the district.

This policy recognises Wairoa as a district with a significant Māori population and strong cultural identity, where effective partnership is critical to community wellbeing and development.

SCOPE

This policy applies to all Council elected members, committees and staff and informs all decision-making processes, planning activities and engagement with tangata whenua.

WAIROA CONTEXT

Wairoa District has one of the highest proportions of Māori of any local authority area in New Zealand with approximately 68.5% of the population identifying as Māori (2023 census). This demographic context reinforces the importance of enabling meaningful Māori participation in Council decision-making processes.¹

Council acknowledges:

- The high proportion of Māori within the Wairoa district.
- The role of local iwi and hapū as mana whenua.
- The importance of marae as key community and cultural hubs.
- The strong presence of tikanga Māori in local practices and decision-making.

Council will prioritise place-based, relationship-driven engagement that reflects the unique identity, tikanga and aspirations of Wairoa.

LEGISLATIVE FRAMEWORK

Council recognises its obligations under the Local Government Act 2002, particularly the following sections which collectively require Council to engage meaningfully with Māori, enable their participation in decision-making and uphold the principles of Te Tiriti o Waitangi -

- Section 4 – The Treaty of Waitangi.
- Section 14 – Principles relating to local authorities.
- Section 77 – Requirements in relation to decisions.
- Section 78 – Community views in relation to decisions.
- Section 81 – Contributions to decision-making processes by Māori.
- Section 82 – Principles of consultation.

These obligations are implemented through the commitments, mechanisms and practices outlined in this Policy. Council is committed to upholding the principles of Te Tiriti o Waitangi in all decision-making and any future legislation relation to Māori participation in local government decision making.

PRINCIPLES

This policy sets a clear expectation that tangata whenua are engaged at the outset of decision-making, ensuring their input informs outcomes from the beginning rather than at an advisory

¹ [Wairoa, Place and ethnic group summaries | Stats NZ](#)

stage. Council will be guided by the below principles that underpin how Council will interact and work with tangata whenua.

- **Tika** – A shared commitment to “do the right thing” morally and ethically by making certain that everyone is treated with equal respect and fairness.
- **Pono** – A shared commitment to ensure informed decision-making is underpinned by and made with honesty, integrity and good faith.
- **Manaakitanga** – The mutual elevation of mana in encounters and when engaged in discourse as a means of seeking shared understanding based on the spirit of respect and dignity.
- **Rangatiratanga** – The duty of Council to accept and support tangata whenua in fulfilling their role as mana whenua over lands, resources and other taonga tuku iho within the local authority boundaries.
- **Kaitiakitanga** – The duty of Council to recognise and support tangata whenua in fulfilling their duty as kaitiaki of air, land, water and all other taonga tuku iho.
- **Whakapapa** – Mutual acknowledgment that Council and tangata whenua share a common history in their duty of care for the area that is defined as the Wairoa district.
- **Kete Mātauranga** – Council recognises that tangata whenua have an embodied set of expertise and skills in providing a Māori world view.
- **Kawenga** – Council and tangata whenua share a strong sense of responsibility and reciprocal obligation toward taonga as all taonga are interrelated, interconnected and interdependent.
- **Te Tiriti o Waitangi** – Te Tiriti o Waitangi/The Treaty of Waitangi is the founding document of New Zealand. Council accepts the great importance of this living dynamic document and is committed to upholding the spirit of Te Tiriti o Waitangi principles.
- **Kotahitanga** – Mutual respect of the unity of all things tangible and intangible.
- **Whai Mōhiotanga** – Mutual acceptance by Council of the importance of whai within the rohe in offering cultural knowledge, expertise, guidance and advice.
- **Te Reo Māori** – Council encourages supports and promotes the use of Te Reo Māori in the district.

REPRESENTATION

Council recognises the importance of effective representation mechanisms to enable tangata whenua participation in decision-making. Representation may occur through multiple mechanisms, including committees, advisory groups and direct engagement with iwi and hapū and must consider all of the principles outlined above and the diversity of tangata whenua in the district. Council will periodically review the effectiveness of representation arrangements to ensure they remain appropriate and inclusive of the diversity of tangata whenua.

SIGNIFICANCE AND ENGAGEMENT

The Council’s Significance and Engagement Policy lets both Council and the communities identify the degree of significance attached to particular decisions, to understand when the community can expect to be engaged in Council’s decision making processes and know how this engagement is likely to take place. Council will engage with tangata whenua using the following approaches:

- **Inform** – Sharing accessible and timely information.
- **Consult** – Seeking feedback on proposals.
- **Involve** – Working directly with tangata whenua in shaping outcomes.
- **Collaborate** – Partnering in decision-making processes.
- **Empower** – Enabling tangata whenua-led solutions where appropriate.

Engagement with tangata whenua will:

- Occur early in the decision-making process.
- Be proportionate to the significance of the decision.
- Be kanohi ki te kanohi wherever possible.
- Recognise tikanga and local kawa.
- Be tailored to hapū, marae and takiwā structures.

For decisions of moderate to high significance affecting Māori, Council will:

- Prepare and implement an engagement plan.
- Document feedback received from tangata whenua.
- Demonstrate how that feedback has influenced decisions.

ADVOCACY

There are a number of decision-making processes that lie outside the scope of Council and are undertaken at a regional or national level. Council acknowledges that some decisions affecting tangata whenua occur outside its jurisdiction. Council and the Māori Standing Committee may advocate on matters affecting tangata whenua, provided such advocacy is undertaken with the full knowledge of Council when representing such positions. This does not prevent individuals (whether on the Māori Standing Committee or Council) from advocating on behalf of their own hapū or group, as long as there is a declaration that they are not acting on behalf of Council.

An important role for the Māori Standing Committee is an advocate for tangata whenua perspectives and issues to local, regional and national bodies.

CULTURAL PROTOCOLS

Council will ensure that tikanga Māori is appropriately recognised and incorporated into Council activities and events where relevant. This includes ensuring appropriate cultural support such as kaumātua or pakeke, is available for formal occasions including pōwhiri, hui and tangihanga where required.

INTERNAL CAPABILITY AND RESOURCING

Underpinning Council's commitment to the effective facilitation of Māori in decision-making is the provision of dedicated staff and other resources. The aim of this is to increase Māori influence in the Council and foster greater understanding of Māori issues. Council will build and maintain capability to effectively engage with tangata whenua by:

- Providing appropriate resourcing for engagement activities.
- Supporting the role of the Māori Relationships Officer.
- Promoting the use of Te Reo Māori in Council communications and operations.
- Providing cultural competency and Te Tiriti o Waitangi training for staff and elected members.

The position of the Māori Relationships Officer has been established by Council as a means of facilitating and enhancing Māori involvement in decision-making. The purpose of the position is to provide advice to and liaise with Council and its Committees, Council staff and the community in respect to their relationship with and impact on tangata whenua.

MONITORING AND REVIEW

Council will monitor the implementation of this policy through:

- Annual reporting to Council and the Māori Standing Committee on engagement activities and outcomes.
- Tracking engagement with tangata whenua on significant decisions.
- Identifying opportunities for continuous improvement.

This policy will be formally reviewed every three years with input from tangata whenua. The Māori Standing Committee will also monitor the policy through an informal annual review to assess its relevance and effectiveness.

DEFINITIONS

Council	Refers to Wairoa District Council elected members and staff.
District	Refers to the territorial authority area of the Wairoa District Council.
Māori Standing Committee Member	Refers to members selected by their takiwā, each of whom bears an obligation to faithfully represent the views of their takiwā and collectively as a committee, the interests of all Māori in the district.
Takiwā	Refers to ward areas for the purpose of having a set number of areas and therefore independent members as representatives on the Māori Standing Committee.
Tangata Whenua	Refers to whānau, hapū and iwi who whakapapa to whenua in the Wairoa district and is inclusive of Māori organisations and taura here who have chosen to live in the district and be a part of the wider Māori community.

APPENDIX 1 – GLOSSARY OF MAORI TERMS

- **Ahi kaa** – The continuous unbroken occupation of land by whānau, hapū or iwi over successive generations.
- **Hapū** – Sub-tribe.
- **Hui** – Gathering/meeting.
- **Iwi** – Tribe.
- **Kaitiaki** – Whānau, hapū or iwi given the responsibility to care, maintain, manage and protect taonga tuku iho (tangible and intangible) within their territorial domain.
- **Karakia** – Incantation, prayer, affirmation.
- **Karakia (Whakanoa)** – Prayer to remove tapu.
- **Karanga** – Ceremonial calling of visitors.
- **Kawa** – The specific protocols and processes that particular hapū or iwi engage to formalise encounters with others. Kawa varies amongst hapū and iwi, however the kawa of the hosts will take precedence and will govern proceedings.
- **Kawenga** – Duties incumbent on someone to fulfil responsibilities.
- **Manaakitanga** – The expression and responsibility inherent to the mana of encounter or engagement as in the reciprocal relationships between host and visitor.
- **Mana whenua** – The acknowledged authority, that a particular whānau, hapū or iwi has over a particular area. This authority affords whānau, hapū or iwi rights as kaitiaki and obligation to manaaki. It also infers the obligation of other groups to negotiate or consult for access rights to land and resources.
- **Pōwhiri/Pōhiri** – Ritual of encounter.
- **Tangihanga** – Grieving ritual/process.
- **Taonga** – Tangible resources or treasures.
- **Taonga tuku iho** – Intangible resources or treasures that are important to the cultural heritage of tangata whenua, taura here and the wider community.
- **Tapu** -Sacred restriction.
- **Taura here** – The association of Māori individuals or groups who join together to fulfil a common purpose or goal that share similar aspirations and who live outside their tribal area.
- **Wāhi tapu** – Sacred place.
- **Whaikōrero** – Oratory.
- **Whakapapa** – Related to the genealogy not only of people but all things. It is the relationships to and between all elements, tangible and intangible, such as matter and energy, the universe, the gods, people, mokopuna and other forms of life.
- **Whenua** – Land.

MĀORI POLICY

DATE ADOPTED: 9 MAY 2017



TE WAIROA
WAIROA DISTRICT

PERSON RESPONSIBLE:	Māori Relationships Manager	COMMITTEE RESPONSIBLE:	Māori Standing Committee
CATEGORY:	Economic Development & Engagement	STATUS:	Final
DATE REVISED POLICY ADOPTED:	9 May 2017	APPROVAL BY:	Council
REVIEW PERIOD:	3 Years and As required	NEXT REVIEW DUE BY:	2020
DATE PREVIOUSLY ADOPTED:	13 November 2012	REVISION NUMBER:	2

TE WAIROA HŌPŪPŪ HŌNGENGENE MATANGIRAU TE WAIROA TĀPOKO RAU

This policy does not prevent any individual, whānau, hapū or iwi from dealing directly with the Council concerning any issue that may affect them.

1. STATEMENT OF INTENT

1.1 CONTEXT

The Wairoa District has the highest proportion of Māori of any local authority area in the country – approximately 59%¹ of the district's 7890 people.

Section 81 of the Local Government Act 2002 requires Council to:

- (a) *establish and maintain processes to provide opportunities for Māori to contribute to the decision-making processes of [Council]; and*
- (b) *consider ways in which it may foster the development of Māori capacity to contribute to the decision-making processes of [Council], and*
- (c) *provide relevant information to Māori for the purposes of paragraphs (a) and (b).*

This gives Wairoa District Council the ability to facilitate enhanced opportunities for Māori to contribute to Council's decision-making processes.

The Māori policy outlines the collaborative approach of Council's decision-making processes that is within the spirit of Te Tiriti o Waitangi².

1.2 SCOPE

This policy provides a foundation for establishing processes that provide for tangata whenua to contribute to Council's decision-making responsibilities.

1.3 DEFINITIONS

- **Council** refers to Wairoa District Council – elected representatives and staff.
- **District** refers to the territorial authority area of the Wairoa District Council.
- **Tangata whenua** refers to whānau, hapū, and iwi who whakapapa to whenua in the Wairoa district and is inclusive of Māori organisations and taura here who have chosen to live in the district and be a part of the wider Māori community.
- **Takiwā** refers to ward areas for the purpose of having a set number of areas and therefore independent members as representatives on the Māori Standing Committee
- **Māori Standing Committee Member** refers to members selected by their takiwā, each of whom bears an obligation to faithfully represent the views of their takiwā and, collectively as a committee, the interests of all Māori in the district.

1.4 PURPOSE

The purpose of this policy is to:

- provide a framework for relationships between tangata whenua and Wairoa District Council to achieve mutually beneficial outcomes for the community of Wairoa
- ensure the provision of processes and procedures that facilitate effective communication between tangata whenua and Wairoa District Council
- enable Māori views to be incorporated into local government decision making, policies and procedures
- Promote and facilitate Māori participation in Council activities.

2. WORKING TOGETHER

The following principles underpin **how** Council will interact and work with tangata whenua. The Chief Executive Officer and senior managers (Corporate Services, Finance, Engineering, Operations and Economic Development & Engagement) are responsible for ensuring that the day-to-day operations of Council are carried out in accordance with these principles.

i. Tika

A shared commitment to “do the right thing” – morally and ethically – by making certain that everyone is treated with equal respect and fairness.

ii. Pono

A shared commitment to ensure informed decision-making is underpinned by, and made with, honesty, integrity and good faith.

iii. Manaakitanga

The mutual elevation of *mana* in encounters and when engaged in discourse as a means of seeking shared understanding based on the spirit of respect and dignity.

iv. Rangatiratanga

The duty of Council to accept and support tangata whenua in fulfilling their role as mana whenua over lands, resources and other taonga tuku iho within the local authority boundaries.

v. Kaitiakitanga

The duty of Council to recognise and support tangata whenua in fulfilling their duty as kaitiaki of air, land, water and all other taonga tuku iho.

vi. Whakapapa

Mutual acknowledgement that Council and tangata whenua share a common history in their duty of care for the area that is defined as the Wairoa district.

vii. Kete Mātauranga

Council recognises that tangata whenua have an embodied set of expertise and skills in providing a Māori world view.

viii. Kawenga

Council and tangata whenua share a strong sense of responsibility and reciprocal obligation toward taonga, as all taonga are inter-related, inter-connected and inter-dependent.

ix. Tiriti o Waitangi

Tiriti o Waitangi is the founding document of New Zealand. Council accepts the great importance of this living, dynamic document, and is committed to upholding the spirit of Tiriti o Waitangi/Treaty of Waitangi principles.

x. Kotahitanga

Mutual respect of the unity of all things tangible and intangible.

xi. Whai Mōhiotanga

Mutual acceptance by Council of the importance of whai within the rohe in offering cultural knowledge, expertise, guidance and advice.

xii. Te Reo Māori

Council encourages, supports and promotes the use of te Reo Māori in the district.

3. REPRESENTATION

Representation refers to the mechanisms which provide for individuals and groups authorised to speak for tangata whenua to participate in Council decision-making processes. Tangata whenua representation can be undertaken through a variety of mechanisms. These mechanisms take into account all of the Principles of Working Together and the diversity of tangata whenua in the district.

3.1 TANGATA WHENUA PROVISION IN STANDING ORDERS OF COUNCIL

Section 29 of the Council's standing orders outlines 'Additional provisions for tangata whenua'. This section outlines the process for tangata whenua representatives in attending and speaking at meetings as part of their representation roles. These provisions are in addition to members of the public being able to speak/attend Council meetings as outlined in Section 14 (Public Forums) and Section 11.1 of standing orders (Meetings open to the public). These provisions apply at Council and committee meetings (including the Māori Standing Committee) as defined on pg 14 of the Council's standing orders.

3.2 MĀORI STANDING COMMITTEE

The Māori Standing Committee is a committee of the Council. The Māori Standing Committee acts as a check and balance on Council processes, especially on those matters requiring a Māori perspective, as well as an advisory body for Council on matters requiring a Māori perspective. This includes the development and revision of Council policies and strategies. Tangata whenua can take issues to their takiwā representative or the Māori Standing Committee, who can then advocate for the tangata whenua to Council or to other bodies (if appropriate). Recommendations from the Māori Standing Committee will be communicated through a report from the Chair and will be given due consideration by the Council when making decisions that directly impact on Māori and on all matters that require the perspective of te Ao Māori. All members of the Māori Standing Committee shall adhere to the Wairoa District Council Code of Conduct, which sets out the standards of behaviour expected from committee members in the exercise of their duties.

4. SIGNIFICANCE & ENGAGEMENT

The Council's Significance and Engagement Policy lets both Council and the communities identify the degree of significance attached to particular decisions, to understand when the community can expect to be engaged in Council's decision making processes, and know how this engagement is likely to take place. This provides Council with a tool that clearly guides the assessment of significance during decision-making and provides direction on the consideration of community views and the level of community engagement that might be desirable to enable Council to develop a clearer understanding of community views and preferences on an issue or proposal. This policy includes a specific section about 'Engagement with Māori'.

5. ADVOCACY

There are a number of decision-making processes that lie outside the scope of Council and are undertaken at a regional or national level.

It is expected that interaction and advocacy with external agencies on behalf of Council either by Councillors or Māori Standing Committee members would be with the full knowledge of Council. This does not prevent individuals (whether on the Māori Standing Committee or Council) from advocating on behalf of their own hapū or group, as long as there is a declaration that they are not acting on behalf of Council.

An important role for the Māori Standing Committee is as an advocate for tangata whenua perspectives and issues to local, regional and national bodies.

6. PAKEKE

There are occasions where it will be appropriate for Council-run activities to have Pakeke in attendance – for pōwhiri/pōhiri, tangihanga, hui. This is particularly important in giving due respect to tikanga, where a whaikōrero/karanga/karakia is appropriate.

7. KAITAKAWAENGA MĀORI – MĀORI RELATIONSHIPS MANAGER

Underpinning Council's commitment to the effective facilitation of Māori in decision making is the provision of dedicated staff and other resources. The aim of this is to increase Māori influence in the Council and foster greater understanding of Māori issues.

The position of Kaitakawaenga Māori/Māori Relationships Manager, has been established by Council as a means of facilitating and enhancing Māori involvement in decision making. The purpose of the position is to provide advice to, and liaise with, Council and its Committees, Council staff and the community in respect to their relationship with, and impact on, tangata whenua.

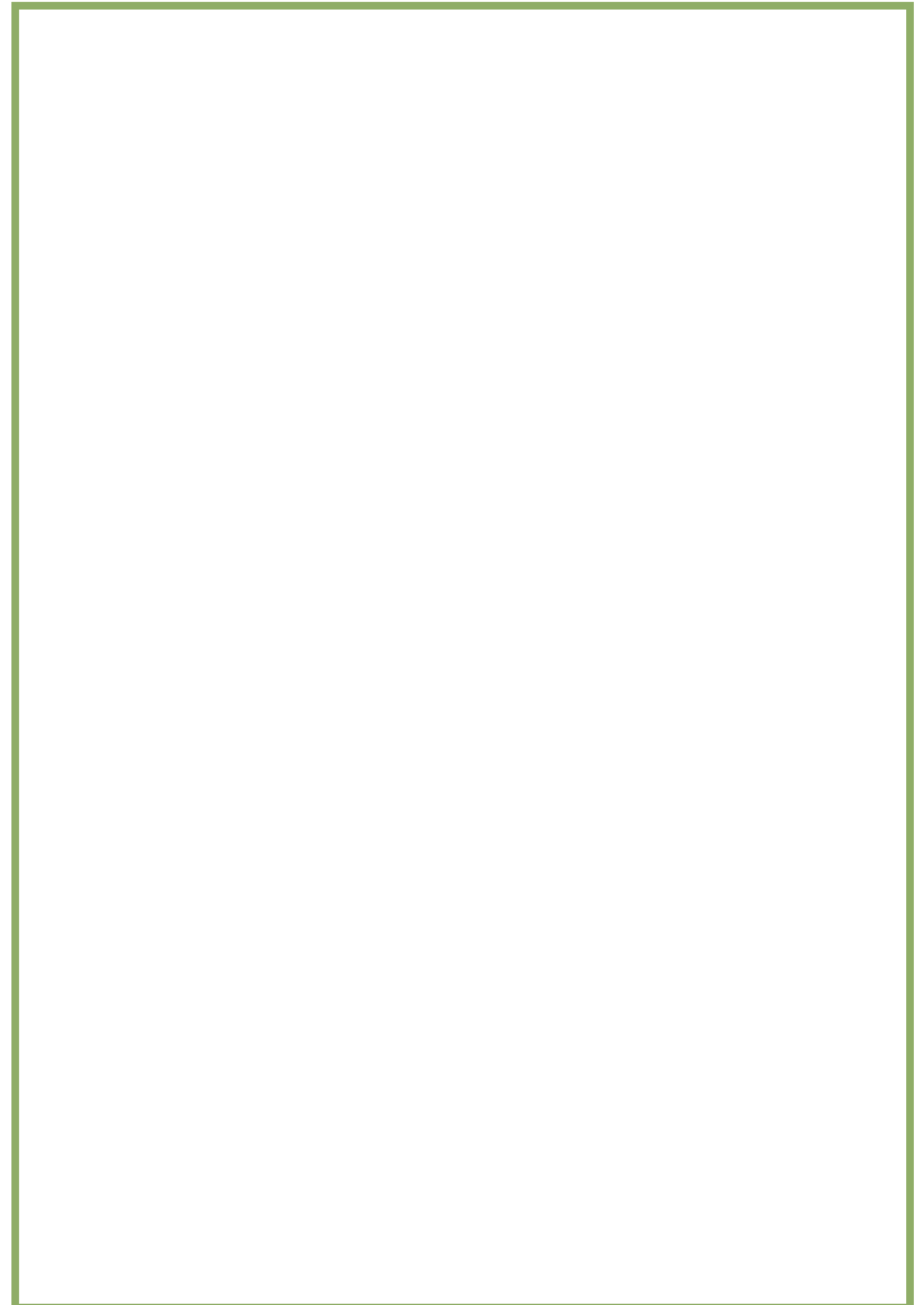
8. MONITORING & REVIEW

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

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

GLOSSARY OF MĀORI TERMS

<i>ahi kaa</i>	The continuous unbroken occupation of land by whānau, hapū or iwi over successive generations.
<i>hapū</i>	Sub-tribe
<i>hui</i>	Gathering / meeting
<i>iwi</i>	Tribe
<i>kaitiaki</i>	Whānau, hapū or iwi given the responsibility to care, maintain, manage and protect taonga tuku iho (tangible and intangible) within their territorial domain.
<i>Karakia</i>	Incantation, prayer, affirmation
<i>karakia (whakanoa)</i>	Prayer to remove tapu
<i>karanga</i>	Ceremonial calling of visitors
<i>kawa</i>	The specific protocols and processes that particular hapū or iwi engage to formalise encounters with others. Kawa varies amongst hapū and iwi, however the kawa of the hosts will take precedence and will govern proceedings
<i>kawenga</i>	Duties incumbent on someone to fulfill responsibilities
<i>manaakitanga</i>	The expression and responsibility inherent to the mana of encounter or engagement as in the reciprocal relationships between host and visitor
<i>mana whenua</i>	The acknowledged authority, that a particular whānau, hapū or iwi has over a particular area. This authority affords whānau, hapū and iwi rights as kaitiaki and obligations to manaaki. It also infers the obligation of other groups to negotiate or consult for access rights to land and resources
<i>pōwhiri/pōhiri</i>	Ritual of encounter
<i>tangihanga</i>	Grieving ritual/process
<i>taonga</i>	Tangible resources or treasures
<i>taonga tuku iho</i>	Intangible resources or treasures that are important to the cultural heritage of tangata whenua, taura here, and the wider community
<i>tapu</i>	Sacred restriction
<i>taura here</i>	The association of Māori individuals or groups who join together to fulfil a common purpose or goal, that share similar aspirations and who live outside their tribal area
<i>wāhi tapu</i>	Sacred place
<i>whaikōrero</i>	Oratory
<i>whakapapa</i>	Relates to the genealogy, not only of people but all things. It is the relationships to and between all elements, tangible and intangible, such as matter and energy, the universe, the gods, people, mokopuna and other forms of life
<i>whenu</i>	Land



APPENDIX 1: MĀORI STANDING COMMITTEE TERMS OF REFERENCE

1. STATUS

The Māori Standing Committee is a committee of Council under clause 30(1)(a) and (2) of Schedule 7 of the Local Government Act 2002.

2. PURPOSE

The purpose of the Māori Standing Committee is to:

- Advocate on behalf of tangata whenua to local, regional and national bodies as appropriate
- Consider governance issues relating to Council obligations to tangata whenua
- Investigate and report to the Council on any issues that the Māori Standing Committee considers necessary that may have an implication for tangata whenua.

3. MEMBERSHIP

Māori Standing Committee members' term of office shall expire at the end of the year in which the triennial local body elections are held.

Independent members of the Māori Standing Committee shall be determined at a series of district-wide hui of hapū/marae within each takiwā, held after the triennial elections, whereby those present will endorse representatives to the Committee.

Eight (8) takiwā representatives – one (1) representative per takiwā, The takiwā is defined by Council).

One (1) Wairoa Whānui representative to represent Māori who whakapapa back to hapū/iwi outside of Wairoa

The Māori Standing Committee shall consist of:

- nine (9) independent members (with a minimum of seven (7) members)
- His/Her Worship the Mayor as ex-officio
- two (2) Councillors – to be nominated by the Māori Standing Committee and confirmed by Council.

If a takiwā position is not filled during the initial selection process or becomes vacant during the term of office then the Committee will run another selection process for that particular takiwā in order for the takiwā to decide who they would like to fill the seat.

The Chairperson and Deputy Chairperson of the committee will be chosen via one of two methods:

- appointment by the Mayor using the powers under the Local Government Act; or,
- selection in accordance with standing orders at the inaugural meeting.

4. RESPONSIBILITIES

The Māori Standing Committee shall nominate two (2) members, of whom one will be Chair, to attend every scheduled ordinary, and extraordinary public meeting of full Council. These representatives will have speaking rights.

The Māori Standing Committee shall nominate members as representatives at committees as indicated in the terms of reference of these committees.

There is an expectation that members will make every effort to attend all Māori Standing Committee meetings.

The unconfirmed/confirmed minutes and all recommendations made by the Committee will be included in the next ordinary Council meeting agenda.

The Māori Standing Committee has full responsibility to make decisions regarding the expenditure of its budget.

5. DELEGATED AUTHORITIES

The Māori Standing Committee has the authority to:

- delegate to any subcommittee of the Māori Standing Committee any authorities that have been delegated by Council to the committee and to appoint members
- make recommendations to Council on all governance issues relating to the statutory functions, powers and duties within its terms of reference
- make recommendations to the CEO on professional development opportunities which will enable members of the Māori Standing Committee to better contribute to its decision-making processes. The CEO will sign off on these in accordance with budget provisions.

- review and determine how the steps that Council will take to develop Māori capacity to contribute to decision-making processes should be described, planned and monitored in the draft and final Council Long-term Plan
- make submissions on Māori-related matters in conjunction with Council.

6. MEETINGS

The Māori Standing Committee shall hold all meetings at such frequency, times and place(s) as agreed for the performance of the functions, duties and powers delegated under the Terms of Reference.

7. QUORUM

As per Standing Order 10.2:

- (a) A Council sets the quorum for its committees and subcommittees, either by resolution or by stating the quorum in the terms of reference.

In accordance with Standing Order 10.2, the quorum for the Māori Standing Committee will be six (6) members, of which five (5) must be independent members (takiwā or Wairoa Whānui representatives) and at least one (1) must be an elected WDC member.

8. ELECTION YEAR TRANSITION

In a local government election year, the Māori Standing Committee shall schedule district-wide hui for the selection process to decide the membership of the next Māori Standing Committee by the end of November.

The incoming Māori Standing Committee members shall be confirmed by the newly elected Council at its next available ordinary meeting.

The incumbent Māori Standing Committee shall remain in office until the succeeding Māori Standing Committee are confirmed by the newly elected Council.

A robust induction process will be in place for all incoming members of the Wairoa District Council's Māori Standing Committee.

9. BUDGET

The Māori Standing Committee shall be responsible for its own budget as set through the Annual Plan process.

Members of the Committee are allocated a budget for the financial year ending 30 June – the budget shall cover the following items:

- fair remuneration for Committee duties undertaken on behalf of the Council
- travel allowance for members attending Committee meetings
- the commission of expertise for advice, training and workshops
- administration expenses including (but not limited to): materials, venue hire, catering.

10. SERVICING

The Māori Relationships Manager will be the primary contact for the Māori Standing Committee.

9 RECEIPT OF MINUTES FROM COMMITTEES/ACTION SHEETS

Nil

10 PUBLIC EXCLUDED ITEMS**RESOLUTION TO EXCLUDE THE PUBLIC****RECOMMENDATION**

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
10.1 - Statute Barred Rate Arrears Write-off 2018-19	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7