



MĀORI STANDING COMMITTEE

Agenda

NOTICE OF MEETING

Notice of a meeting of the Māori Standing Committee of the South Wairarapa District Council to be held in the Council Chambers, 18 Kitchener Street, Martinborough on Tuesday 4 August 2020 at 6.00pm.

MEMBERSHIP OF THE COMMITTEE

Narida Hooper, Nathan Maynard, Terry Te Maari, Teresa Aporo, Karen Mikaera, Carlene Te Tau, Andrea Rutene, Toni Kerr (pending), Mayor Alex Beijen, Cr Pip Maynard, Cr Brian Jephson and Cr Garrick Emms.

1. APOLOGIES:

2. CONFLICTS OF INTEREST:

3. ACKNOWLEDGEMENTS AND TRIBUTES:

4. PUBLIC PARTICIPATION:

- 4.1 Te Puritanga Jefferies speaking on matters relating to Māori Economic Development Strategy
- 4.2 Terry Te Maari and Teresa Aporo speaking to the grant application from Kohunui Marae
- 4.3 Narida Hooper and Karen Mikaera speaking to the grant application from Pae tū Mōkai o Taurira

5. ACTIONS FROM PUBLIC PARTICIPATION/PRESENTATIONS:

As per standing order 14.7 no debate or decisions will be made at the meeting on issues raised during the forum unless related to items already on the agenda.

6. MĀORI STANDING COMMITTEE MINUTES:

- 6.1 Minutes for Approval: Māori Standing Committee Minutes of 1 July 2020

Proposed Resolution: *That the minutes of the Māori Standing Committee meeting held on 1 July 2020 be confirmed as a true and correct record.*

7. OPERATIONAL REPORTS – COUNCIL OFFICERS:

- | | | |
|-----|------------------------------------------|--------------------|
| 7.1 | Criteria for Financial Assistance Report | Pages 6-27 |
| 7.2 | Financial Assistance Report | Pages 28-30 |
| 7.3 | Action Items Report | Pages 31-36 |
| 7.4 | Income and Expenditure Report | Pages 37-42 |

8. CHAIRPERSON REPORT

- 8.1 Chairperson Report (to be tabled)

Hone and Aperahama Hurihanganui of Engaging Well presenting on the proposal to conduct a Cultural Audit at South Wairarapa District Council



MĀORI STANDING COMMITTEE

Minutes from 1 July 2020

Present:	Narida Hooper (Chair), Teresa Aporo, Nathan Maynard, Karen Mikaera, Terry Te Maari, Carlene Te Tau, Andrea Rutene, Mayor Alex Beijen, Councillor Pip Maynard, Councillor Garrick Emms and Councillor Brian Jephson.
In Attendance:	Euan Stitt (Group Manager Partnerships and Operations), Karen Yates (Policy and Governance Manager) and Steph Dorne (Committee Advisor).
Also in Attendance:	Puhi Te Whaiti, Russell Hooper, Fred Waiker and Henrik Waiker.
Conduct of Business:	The meeting was held in the Council Chambers, 18 Kitchener Street, Martinborough. The meeting was conducted in public between 6:22pm and 8.18pm.

PUBLIC BUSINESS

Carlene Te Tau opened with a Karakia.

Ms Hooper welcomed Andrea Rutene who has been nominated to represent Ngāti Kahungunu ki Wairarapa on the Māori Standing Committee. Ms Rutene introduced herself and members did a round table of introductions.

1. APOLOGIES

MSC RESOLVED (MSC 2020/11) to receive apologies from Harry Wilson, Chief Executive.

(Moved Hooper/Seconded Mikaera)

Carried

2. CONFLICTS OF INTEREST

There were no conflicts of interest declared.

3. PUBLIC PARTICIPATION

3.1 Aoraki Bound – Puhi Te Whaiti

Puhi Te Whaiti shared her experiences from participating in Aoraki Bound earlier this year. The experience was valuable in areas of personal growth, networking and connection to Māori history. The Committee encouraged Puhi to engage with Kuranui College and local schools to share her

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experience and to encourage those within the South Wairarapa community to seek out leadership programmes. Puhī thanked the Committee for its support and expressed interest in work opportunities the Committee may be able to offer.

4. ACTIONS FROM PUBLIC PARTICIPATION

4.1 Aoraki Bound – Puhī Te Whaiti

The application for financial assistance would be discussed under agenda item 7.1, the Chairperson Report.

MSC NOTED:

Action 254: Discuss options for the Committee to support participation in the Aoraki Bound programme each year, MSC.

5. MINUTES FOR CONFIRMATION

5.1 Māori Standing Committee – 4 June 2020

MSC RESOLVED (MSC 2020/12) that the minutes of the Māori Standing Committee meeting held on 4 June 2020 be confirmed as a true and correct record.

(Moved Cr Maynard/Seconded Mikaera)

Carried

6. OPERATIONAL REPORTS – COUNCIL OFFICERS

6.1 Resource Consent Application for a Trial of Ecoreef Coastal Protection System at Palliser Bay

Russell Hooper, Fred Waiker and Henrik Waiker presented and responded to questions on the Ecoreef concrete module. The presentation covered the basic fundamentals, assembly features, technical fundamentals, transport and construction, aesthetics and ecology, benefits to the local community and specifications. Mr Hooper noted that the proposed trial is a variation to the existing consent and that all other protections would remain in place. Mr Stitt sought input from the Committee and undertook to provide a timeframe for when feedback is due.

Members expressed interest in undertaking a site visit and to receive report backs should the trial go ahead.

MSC RESOLVED (MSC 2020/13):

1. To receive the Resource Consent application for a trial of the Ecoreef coastal protection system at Palliser Bay Report.

(Moved Cr Jephson/Seconded Aporo)

Carried

2. To note the proposed trial is being undertaken in areas already designated as “Existing Boulder Beach” under the existing consent and that all other protections of the consent would remain in effect.

(Moved Cr Maynard/Seconded Mayor Beijen)

Carried

MSC NOTED:

Action 255: Provide feedback on the Resource Consent Application for a Trial of Ecoreef Coastal Protection System at Palliser Bay, MSC.

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6.2 Officers' Report

Mr Stitt spoke to matters as outlined in the Officers' Report and provided members with an update of the activities during the Covid-19 lockdown, the drone survey at Cape Palliser Road and the tree removal at Lake Ferry settlement. Mr Stitt also updated members on key activities relating to water, including the plans for the Featherston Wastewater Treatment Plant, the Manganese Reduction Plan upgrade, the drinking water programme, and the programme of work to mitigate risks associated with the wastewater system. Mr Stitt undertook to forward the wastewater programme of work prepared by Wellington Water.

Mayor Beijen responded to questions on the review of the District Plan and the timing of the Spatial Plan workshop. The Chair of the Māori Standing Committee would be invited to the upcoming Spatial Plan workshop.

MSC RESOLVED (MSC 2020/14) to receive the Officers' Report.

(Moved Rutene/Seconded Mikaera)

Carried

6.3 Action Items Report

Members discussed the items, noting further updates and a further action in relation to:

Action 256: Hold a workshop to discuss the budget, how to allocate funding, and to review the grant criteria and application form for community and marae grants, MSC.

Ms Hooper provided an update of a proposed one-day wānanga as restorative justice for the wastewater overflow incident. Members supported the proposed wānanga and suggested members of the Martinborough Community Board be invited. Members suggested Wellington Water be invited back to a following meeting after the wānanga to discuss the experience.

MSC RESOLVED (MSC 2020/15) to receive the Action Items Report.

(Moved N Maynard/Seconded Cr Maynard)

Carried

6.4 Income and Expenditure Report

MSC RESOLVED (MSC 2020/16) to receive the Income and Expenditure Statement for the period 1 July 2019 – 31 May 2020.

(Moved Mikaera/Seconded Aporo)

Carried

6.5 Election of Māori Standing Committee Chairperson Report

Members discussed whether the election of the chairperson could be deferred until the member vacancies had been filled. Ms Yates advised that the Local Government Act and Standing Orders require committees to have a chairperson but that the committee could elect a chairperson and acknowledge within the Committee that this would be on an interim basis.

MSC RESOLVED (MSC 2020/17) to:

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1. Receive the Election of Māori Standing Committee Chairperson Report receive the Officers' Report.
2. Elect a Chair using system A as outlined in clause 25 of Schedule 7 of the Local Government Act 2002 for the election of the Committee's Chair for the 2019-2022 triennium
3. Hold another election for the Chair of the Māori Standing Committee once member vacancies from Hau Ariki and Papawai Maraes are filled.
(Moved Mayor Beijen/Seconded Rutene) Carried

Mr Stitt called for nominations to the position of Māori Standing Committee Chair.

MSC RESOLVED (MSC 2020/18) that Narida Hooper be elected as Māori Standing Committee Chair.

(Moved Mayor Beijen/Seconded Te Maari) Carried

7. CHAIRPERSON REPORT

7.1 Chairperson Report

Ms Hooper spoke to matters as outlined in the Chairperson Report. Members undertook to grant Puhi Te Whaiti the full amount requested as the short timeframe Puhi was required to work within was considered a special circumstance to exceed the maximum grant value of \$500. Members discussed having a youth representative and the Committee undertook to considering adding this to its Terms of Reference.

MSC RESOLVED (MSC 2020/19):

1. To receive the Chairperson Report.
(Moved Aporo/Seconded Mikaera) Carried
2. To approve the reimbursement of \$460.70 + GST to Narida Hooper for catering expenses and a gift for Raihānia Tipoki's farewell, funds to come from the MSC Operational fund.
(Moved Mikaera/Seconded N Maynard) Carried
3. To approve the grant application from Puhi Te Whaiti for a cost of \$609.75 for expenses related to the Aoraki Bound Program completed.
(Moved Aporo/Seconded Mikaera) Carried
4. To consider adding a youth representative to the Māori Standing Committee Terms of Reference.
(Moved Rutene/Seconded Mikaera) Carried
5. To write a letter of support to Greytown Trials Trust on the Tauherenikau Cycle Bridge Project.
(Moved Hooper/Seconded Mikaera) Carried

MSC NOTED:

Action 257: Discuss the long-term goals and objectives of the Māori Standing Committee, MSC.

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Councillor Maynard paid tribute to Rita Hiha and Tania Aporo who had recently passed away. Rita had done a lot of work with kōhanga and the libraries to teach children Te Reo and Tania had given a lot to Hau Ariki Marae and youth in the community.

Councillor Maynard also acknowledged Charles Kaka in his new role as the Chief Executive of Trust House.

MSC NOTED:

Action 258: Include acknowledgements and tributes as a standing item on the agenda, K Yates.

Carlene Te Tau closed with a Karakia.

The meeting closed at 8.18pm.

Confirmed as a true and correct record

.....Chairperson

.....Date

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MĀORI STANDING COMMITTEE

4 AUGUST 2020

AGENDA ITEM 7.1

CRITERIA FOR FINANCIAL ASSISTANCE

Purpose of Report

To consider the revised Māori Standing Committee financial assistance application forms.

Recommendations

Officers recommend that the Māori Standing Committee:

1. *Receive the 'Criteria for Financial Assistance' Report.*
2. *Approve the individual, organisation and marae financial assistance application forms.*
3. *Approve that the financial assistance application forms be made available on the Council website.*
4. *Agree that a further review of the financial assistance application forms be undertaken in 12 months' time following the development of the Committee Terms of Reference and review of the Grant Policy.*

1. Background

In May 2019, it was agreed that Māori Standing Committee (MSC) funding would be made available for grant funding and that it would be allocated based on a grant application form being completed and considered at a MSC meeting (MSC 2019/16).

During subsequent discussions on developing the funding criteria, members agreed to hold over a review of the funding criteria for financial assistance grant applications until the Terms of Reference for the MSC had been developed.

The MSC recently held a workshop to discuss its funding criteria. At this workshop, changes to the current funding criteria were proposed through the development of three new application forms. The MSC is asked to consider approving these application forms for use.

A further review of funding criteria may still be undertaken once the Terms of Reference for the MSC have been developed.

Council has also agreed that the Grant Policy will be reviewed this financial year which may have impacts across all grants, including Community Board and MSC grants. Consultation on the Grants Policy will be undertaken as part of the consultation on the 2021/2031 Long Term Plan. It is recommended a review of MSC financial assistance application forms be held over until the outcome of this review.

2. Discussion

2.1 Current Grant Funding Criteria

The current funding criteria set out in the financial assistance application form for MSC grant funding is outlined below.

South Wairarapa

To be eligible, applications must be from non-profit organisations that are benefiting the local South Wairarapa community. All grants will be considered on a case by case basis and must list all funding raised at time of application. Grants are considered at every meeting throughout the year.

1. Applicants need not be incorporated bodies, but the Board must be satisfied that they are responsible organisations which will be fully accountable for any grants they receive, have relevance to the Community and do not qualify for Creative Communities New Zealand funding.
2. Successful applicants are required to expend grants received within six months of payment being made. A request must be made, should an extension of time be needed.
3. An accountability in report form, together with evidence of the expenditure of a grant received (copies of invoices or receipts) is required within three months of a grant being expended.
4. All questions must be completed.
5. The maximum grant will be \$500 unless special circumstances are considered to exist. (GST will be added to grants approved for GST registered applicants).
6. Applications must reach the Council not less than ten days before the Māori Standing Committee is to consider an application.
7. Grant applications will be considered at every meeting.
8. Where the applicant is the committee of one our local Marae (Hau Ariki, Kohunui or Pāpāwai) or Pae tu Mokai o Tauria Incorporated Society. Applying for funds for their marae or premise, the applicant must show proof of contents and building insurance.

2.2 Proposed Grant Funding Criteria

All three forms propose applicants are eligible for one grant per year and that applicants will be invited back to present to the MSC after completing the activity to share their experience.

All forms also include the criteria that a MSC Accountability Form together with evidence of the expenditure is required within three months of a grant being spent. This timeframe is intended to be reviewed as part of a broader review of the Grant Policy to be undertaken this year and may need to be amended depending on the outcome of this review.

2.2.1 Proposed Criteria for Individual and Organisation Grant Funding

The individual and organisation forms propose that the activity must connect to one or more of the following community outcomes: Social (leadership opportunity), Cultural (opportunity to learn matauranga māori), Environmental (training opportunity), or Economic (work experience or job opportunity).

Individuals must also be able to demonstrate their connection to South Wairarapa through whakapapa or family connection or how the activity will benefit South Wairarapa māori and non-māori community. The proposed maximum grant is \$500 unless special circumstances are considered to exist. The application form for individuals is presented in Appendix 1.

Organisations must be non-profit and able to demonstrate they have a focus on building communities. The proposed maximum grant is \$1,000. The application form for organisations is presented in Appendix 2.

2.2.2 Proposed Criteria for Marae Grant Funding

The application form for marae is presented in Appendix 3. It proposes that the project or activity must meet the aspirations of the marae and demonstrate connections to marae, whānau, hapū, iwi and the wider community.

It is intended that marae grants will be funded from the Marae Development Fund, which is a one-off grant of \$27,000 that was approved by Council in July 2019 to be distributed between the three marae in the district. This was approved as part of the 2019/20 Annual Plan process and has been rolled over to 2020/21. The MSC may consider applying for further Marae Development funding from Council in future years.

The MSC Annual Plan submission for the marae grant implied that the grant funding was intended to be split evenly between the three marae. Officers recommended that the MSC write to the three marae to advise them there is a grant pool of \$27,000 to be spent in this financial year and ask each marae to submit a grant application form.

2.3 Financial Considerations

Council approved two sets of funding through the 2019/20 Annual Plan process:

- An annual operating budget of \$20,000 pa to be used by the MSC in a similar way to the Community Board operating budgets.
- A total grant pool of \$27,000 to be used for the maintenance and development of the three marae in the district. This was a one-off grant for the 2019/20 financial year and has been rolled over to 2020/21.

Council also agreed to carry forward the unspent portion of the \$10,000 granted to MSC for the 2018/19 financial year.

Unspent funding from 2019/20 will be rolled over to 2020/21. An update of the MSC funding allocation for 2020/21 will be presented at the next MSC meeting.

Community grant funding and Committee expenditure must be made by resolution at a formal meeting.

2.4 Communications

Council staff will advertise the MSC community grant availability in Council's newspaper advertorial and on social media from time to time. The grant forms will be available on Council's website at this address: www.swdc.govt.nz/grants

3. Conclusion

If the MSC approves the changes in funding criteria, the revised grant application forms will be published on the Council website.

Further amendments could still be made in a full review of the funding criteria once the Terms of Reference have been developed.

4. Appendices

Appendix 1 – Individual Grant Application Form

Appendix 2 – Organisation Grant Application Form

Appendix 3 – Marae Grant Application Form

Contact Officer: Steph Dorne, Committee Advisor

Reviewed By: Karen Yates, Policy and Governance Manager

Appendix 1 – Individual Grant Application Form



**MĀORI STANDING
COMMITTEE**
Kia Reretahi Tātau

Application form for Financial Assistance for an Individual

CRITERIA:

South Wairarapa

To be eligible applicants must be able to demonstrate their connection to South Wairarapa through whakapapa or family connection, or how the activity will benefit the South Wairarapa Māori and non-Māori community.

The activity must connect to one or more of the following community outcomes: Social (leadership opportunity), Cultural (opportunity to learn Mātauranga Māori), Environmental (training opportunity) or Economic (work experience or job opportunity).

1. Successful applicants will be required to spend the grant received within 6 months of receipt. Should an extension of time be required, a written request is required to be made to the Māori Standing Committee (MSC) chairperson.
2. An MSC Accountability Form together with evidence of the expenditure is required within 3 months of a grant being spent (*provide all receipts*).
3. All questions must be completed.
4. The maximum grant is \$500 unless special circumstances are considered to exist.
5. All grants will be considered on a case by case basis and are required to be submitted for consideration at least 10 days prior to the MSC meetings
https://www.swdc.govt.nz/sites/default/files/2020%20meeting%20calendar_0.pdf
6. An individual is eligible for one grant per year from the MSC Grants Fund.
7. Applicants will be invited back to present to the MSC after completing the activity to share their experience.

GENERAL DETAILS:

Name of applicant:

Postal Address:

Phone:

Email:

Please demonstrate your connection *(whakapapa, family or activity):*

Provide a description of the activity you wish to do and how it connects to one or more of the kaupapa *(leadership, cultural, environmental, or work experience):*

FINANCIAL DETAILS:

Cost of activity \$ _____

Breakdown of costs

_____ \$.....
 _____ \$.....
 _____ \$.....

Other funding or grants received or being sought:

Names of funders

_____ \$.....
 _____ \$.....
 _____ \$.....

Total: \$ _____

Amount of Grant Sought: \$ _____

Name on bank account

Bank account number:

If you are successful, your grant will be deposited into this account.

Have you applied to the Māori Standing Committee for funding before?	Yes / No
If yes, how many times in the last 3 years?	
If yes, when, for what purpose and how much was granted?	

PERSONAL CONTACT DETAILS

Contact details of a parent or guardian if applicant is under the age of 18.

Name of parent or guardian:

Address:

Mobile:

Email:

Contact details of person who can provide more detail of the activity you are choosing

Name of contact person:

Address:

Mobile:

Email:

DECLARATION

I hereby declare that the information supplied is correct.

Name:

Signature:

Date:

CONSENT UNDER PRIVACY ACT 1993

I, _____ consent to the South Wairarapa District Council collecting the personal information above only for a lawful purpose connected with the function or activity of this application. This consent is given in accordance with the Privacy Act 1993. <https://www.swdc.govt.nz/privacy-statement>

Date: _____ Signature (hand written): _____

Please return application to:

**COMMITTEE ADVISOR
SOUTH WAIRARAPA DISTRICT COUNCIL
P.O. BOX 6
MARTINBOROUGH 5741
PHONE 306-9611
Or by email to:
Steph.Dorne@swdc.govt.nz**

Appendix 2 – Organisation Grant Application Form



**MĀORI STANDING
COMMITTEE**
Kia Reretahi Tātau

Application form for Financial Assistance for an Organisation

CRITERIA:

South Wairarapa

To be eligible the applicant must be from a non-profit organisation that can demonstrate they have a focus to building communities.

The activity must connect to one or more of the following community outcomes: Social (leadership opportunity), Cultural (opportunity to learn Mātauranga Māori), Environmental (training opportunity) or Economic (work experience or job opportunity).

1. A successful organisation will be required to spend the grant received within 6 months of receipt. Should an extension of time be required, a written request is to be made to the Māori Standing Committee (MSC) chairperson.
2. An MSC Accountability Form together with evidence of the expenditure is required within 3 months of a grant being spent (*provide all invoices & receipts*).
3. All questions must be completed.
4. Applications to a maximum value of \$1000 will be considered (*GST will be added to grants approved for GST registered applicants*).
5. All grants will be considered on a case by case basis and are required to be submitted for consideration at least 10 days prior to the MSC meetings
https://www.swdc.govt.nz/sites/default/files/2020%20meeting%20calendar_0.pdf
6. An organisation is eligible for one grant per year from the MSC Grants fund.
7. Applicants will be invited back to present to the MSC after completing the activity to share their experience.

Kia Kaha, Kia Maia, Kia Manawanui
Mauriora

GENERAL DETAILS:

Name of organisation: _____

Postal Address: _____

Phone: _____

Email: _____

Please describe the ‘focus area’ of your organisation that will help build communities *(Do you have a business plan, vision statement and strategy? Please supply)*

Provide a description of the activity your organisation wishes to do and how it connects to one or more of the kaupapa *(leadership, cultural, environmental or work experience):*

FINANCIAL DETAILS:

(All figures shown are to be exclusive of GST)

Cost of activity \$ _____

Breakdown of costs

_____ \$.....
 _____ \$.....
 _____ \$.....

Other funding or grants received or being sought:

Names of funders

_____ \$.....
 _____ \$.....
 _____ \$.....

Total: \$ _____

Amount of Grant Sought: \$ _____

Name on bank account: **GST:**

Bank account number:

If you are successful, the grant will be deposited into this account. GST registered organisations will be asked for a tax invoice.

Have you applied to the Māori Standing Committee for funding before?	Yes / No
If yes, how many times in the last 3 years?	
If yes, when, for what purpose and how much was granted?	

PERSONAL CONTACT DETAILS

Name of person completing the application

Name of contact person

Address

Phone

Email

Name of person who can provide more detail of the activity you are choosing to do

Please note that consent must be obtained to provide these details as per the Privacy Act 1993.

Name of contact person

Address

Phone

Email

DECLARATION

I hereby declare that the information supplied is correct.

Name:

Signature:

Date:

CONSENT UNDER PRIVACY ACT 1993

I, _____ consent to the South Wairarapa District Council collecting the personal information above only for a lawful purpose connected with the function or activity of this application. This consent is given in accordance with the Privacy Act 1993. <https://www.swdc.govt.nz/privacy-statement>

Date: _____ Signature (hand written): _____

Please return application to:

**COMMITTEE ADVISOR
SOUTH WAIRARAPA DISTRICT COUNCIL
P.O. BOX 6
MARTINBOROUGH 5741
PHONE 306-9611
Or by email to:
Steph.Dorne@swdc.govt.nz**

Appendix 3 – Marae Grant Application Form



Application form for Financial Assistance for Marae Wawata

CRITERIA:

South Wairarapa

To be eligible the marae committee must describe that the project or activity will meet the aspirations of their marae.

The project or activity must demonstrate connections to marae, whānau, hapū, iwi and the wider community.

1. A successful application will require the grant to be spent within 6 months of receipt. Should an extension of time be required, a written request is required to be made to the Māori Standing Committee (MSC) chairperson.
2. An MSC Accountability form together with evidence of the expenditure is required within 3 months of a grant being spent (*provide all invoices & receipts*).
3. All questions must be completed.
4. GST will be added to grants approved for GST registered marae.
5. All grants will be considered on a case by case basis and are required to be submitted for consideration at least 10 days prior to the MSC meetings
https://www.swdc.govt.nz/sites/default/files/2020%20meeting%20calendar_0.pdf
6. A marae is eligible for one grant per year from the MSC **Marae Development Fund**.
7. A marae committee member will be invited back to present to the MSC after completion of their project or activity to share their experience.

GENERAL DETAILS:

Name of Marae: _____

Postal Address: _____

Phone: _____

Email: _____

Please give a brief description of your project and how your marae, whānau, hapū, iwi and the wider community will be involved? *(Do you have a business plan with vision statement and strategy? please supply)*

Please describe how this project will help to achieve the aspirations of your marae?

FINANCIAL DETAILS:

(All figures shown are to be exclusive of GST)

Cost of activity \$ _____

Breakdown of costs

_____ \$.....
 _____ \$.....
 _____ \$.....

Other funding or grants received or being sought:

Names of funders

_____ \$.....
 _____ \$.....
 _____ \$.....

Total: \$ _____

Amount of Grant Sought: \$ _____

Name on bank account: **GST:**

Bank account number:

If you are successful, your grant will be deposited into this account. GST registered Marae will be asked for a tax invoice.

Have you applied to the Māori Standing Committee for funding before?	Yes / No
If yes, how many times in the last 3 years?	
If yes, when, for what purpose and how much was granted?	

MARAE COMMITTEE CONTACT DETAILS

Please note that consent must be obtained to provide these details as per the Privacy Act 1993.

Committee Chairperson

Address

Phone

Email

Committee Treasurer or Secretary

Address

Phone

Email

DECLARATION

I hereby declare that the information supplied is correct.

Name:

Signature:

Date:

I, _____ consent to the South Wairarapa District Council collecting the personal information above only for a lawful purpose connected with the function or activity of this application. This consent is given in accordance with the Privacy Act 1993. <https://www.swdc.govt.nz/privacy-statement>

Date: _____ Signature (hand written): _____

Please return application to:

**COMMITTEE ADVISOR
SOUTH WAIRARAPA DISTRICT COUNCIL
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Steph.Dorne@swdc.govt.nz**

MĀORI STANDING COMMITTEE

4 AUGUST 2020

AGENDA ITEM 7.2

APPLICATION FOR FINANCIAL ASSISTANCE

Purpose of Report

To present the Māori Standing Committee with applications received requesting financial assistance.

Recommendations

Officers recommend that the Committee:

1. *Receive the Application for Financial Assistance Report.*
2. *Consider the request from Pae tū Mōkai o Taurira for a six-month extension of the grant approved in September 2019 to assist with new signage for the new premises at the old Featherston Golf Course.*
3. *Consider the application from Kohunui Marae for funding of \$8,122 to assist with establishing a Native Plant Nursery, Kāuta storage and upgrade, and replacement cooking vessels.*
4. *Consider the application from Pae tū Mōkai o Taurira for funding of \$1,000 to assist with building a Native Tree and Plant Nursey in Featherston at Te Whare Whakapapa Raranga (old Featherston Golf Clubrooms).*

1. Executive Summary

The Māori Standing Committee has delegated authority to make financial decisions within the confines of the allocated and available budget as shown in the Income and Expenditure Report.

Applications will be provided to members in confidence.

2. Discussion

A grant application from Pae tū Mōkai o Taurira was considered on 9 September 2019 to assist with new signage for the new premises at the old Featherston Golf Course. The Committee approved funds of \$500 with funds being paid directly after the meeting date.

The current criteria states that successful applicants are required to expend grants received within six months of payment being made. A request must be made, should an extension of time be needed.

On 15 July 2020, Pae tū Mōkai o Taurira advised that there have been delays in completing the project due to COVID-19 but that the sign is currently being printed. Pae tū Mōkai o Taurira has requested a six-month extension to complete the project, which includes erecting the sign once it is printed.

The Committee is asked to consider approving this extension for the project to be completed.

3. Criteria

The current criteria of the grant are:

South Wairarapa

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1. Applicants need not be incorporated bodies, but the Board must be satisfied that they are responsible organisations which will be fully accountable for any grants they receive, have relevance to the Community and do not qualify for Creative Communities New Zealand funding.
2. Successful applicants are required to expend grants received within six months of payment being made. A request must be made, should an extension of time be needed.
3. An accountability in report form, together with evidence of the expenditure of a grant received (copies of invoices or receipts) is required within three months of a grant being expended.
4. All questions must be completed.
5. The maximum grant will be \$500 unless special circumstances are considered to exist. (GST will be added to grants approved for GST registered applicants).
6. Applications must reach the Council not less than ten days before the Maori Standing Committee is to consider an application.
7. Grant applications will be considered at every meeting.
8. Where the applicant is the committee of one our local Marae (Hau Ariki, Kohunui or Pāpāwai) or Pae tu Mokai o Taurira Incorporated Society applying for

funds for their marae or premise, the applicant must show proof of contents and building insurance.

4. Assessment

The grants from Kohunui Marae and Pae tū Mōkai o Taurira have been assessed against the current criteria and it is noted that the applications exceed the maximum grant limit of \$500. The Committee is able to approve grants above \$500 if special circumstances are considered to exist.

The Committee is being asked at this meeting to approve financial assistance application forms for organisations and marae which set out the proposed new criteria. The proposed new criteria increases the \$500 limit for applications from organisations to \$1,000 and removes a maximum limit for marae grants.

Officers recommend that the grant application from Kohunui Marae be considered from the \$27,000 available to be used for maintenance and development of marae in the district. On applying, the applicant was notified that the Committee had not yet agreed a criteria and application form for accessing this funding and that the Committee intends to consider this at this meeting. It was recommended the applicant applies once this form becomes available however the applicant has requested proceeding with the application.

The Committee is asked to consider the applications. The Committee may either approve, decline or request further information from the applicants. The Committee may also request that an application to access the Marae Development Fund is made on the new marae grant application form should this form be approved.

5. Accountability Reports

Applicant	Status of Accountability Forms for Previous Grants
Kohunui Marae	No outstanding accountability form
Pae tū Mōkai o Taurira	Outstanding accountability form for the project that a six-month extension is being sought for

Contact Officer: Steph Dorne, Committee Advisor

Reviewed By: Harry Wilson, Chief Executive

MĀORI STANDING COMMITTEE

5 AUGUST 2020

AGENDA ITEM 7.3

ACTION ITEMS REPORT

Purpose of Report

To present the Committee with updates on actions and resolutions.

Recommendations

Officers recommend that the Committee:

1. *Receive the Action Items Report.*

1. Executive Summary

Action items from recent meetings are presented to the Committee for information. The Chair may ask Council officers for comment and all members may ask Council officers for clarification and information through the Chair.

If the action has been completed between meetings it will be shown as 'actioned' for one meeting and then will be remain in a master register but no longer reported on.

2. Appendices

Appendix 1 - Action Items to 24 July 2020

Contact Officer: Steph Dorne, Committee Advisor

Reviewed By: Harry Wilson, Chief Executive Officer

Appendix 1 – Action Items to 24 July 2020

Ref #	Raised Date	Action Type	Responsible Manager	Assigned to	Action or Task details	Status	Update/Notes
444	17-Jun-19	Action	Russell	Euan	Conduct a review, and replace signs as needed for the following: Waihenga Lane in rural Martinborough should be Waihenga Lane, Rimutaka Cycle Trail should be Remutaka (blue and white sign near Featherston Railway Station, improved signage to Hau Ariki Marae	Actioned	22/7/19: Signage improvements request noted and will be corrected. 29/7/19: MSC requested Waihenga bridge signage review be put on hold 17/2/20: Mr Wilson updated members that he approached NZTA about changing name of bridge and noted Ms Mikaera was going to check the naming. Members agreed to leave the action open for further investigation of the naming. 24/07/20: The signs for Remutaka and the Marae have been ordered. All others are complete.
30	29-Jul-19	Action	MSC		Discuss the recommendations from the report in the next MSC Workshop (agree what portion of the operating budget of \$20k will be used for community grants and agree to a method by which the grants approved for the three marae will be distributed)	Actioned	Workshop held 16/07/20
148	9-Sep-19	Action	MSC		Discuss the criteria for grant funding applications at the next MSC workshop	Actioned	Workshop held 16/07/20
149	9-Sep-19	Action	MSC		Invite a representative from YETE to talk to the MSC at their next meeting about the Provincial Growth Fund funding for YETE and the rangitahi programme	Open	<i>Note: Reassigned to MSC from Wayne Pitau</i> 1/07/20: Members discussed incorporating this into their considerations for an MSC planning day.
150	9-Sep-19	Action	MSC		Talk to Jason Kerehi at Rangitane and discuss the Wairarapa Economic Development Strategy from a Māori viewpoint	Actioned	01/07/2020: Mr Tipoki had a phone conversation with Jason Kerehi.
152	9-Sep-19	Action	MSC		Organise a meeting with Hau Ariki Marae and Ngati Hikawera to discuss ways to work together	Actioned	01/07/2020: Nathan Maynard will progress this outside of the MSC.
305	9-Dec-19	Action	Harry	Suzanne	Discuss arranging a council induction on local history and the Treaty with Mr Wilson (Chief Executive)	Actioned	24/06/20: The Council Treaty workshop scheduled for 2 April by Dr Ingrid Huygens was cancelled due to Covid-19. 22/07/20: The workshop has been rescheduled for 12 November
54	17-Feb-20	Action	MSC	N Hooper	Discuss ideas for how Wellington Water could make restorative justice for the wastewater overflow incident	Actioned	3/3/20: Members discussed ideas and N Hooper is making contact with Maaira Dentice to request Wellington Water present a restorative package. 4/6/20: Members requested Maaira Dentice attend the MSC meeting in August 2020 to present ideas

Ref #	Raised Date	Action Type	Responsible Manager	Assigned to	Action or Task details	Status	Update/Notes
							for restorative justice and N Hooper undertook to contact Maaira. 14/7/20 Narida Hooper made contact with Maiora Dentice, Narida proposed a 3 part wānanga, a facilitated discussion of a particular species and its habitat i.e mudfish, a restorative justice process followed by going out to site and planting specific trees or grasses to the species habitat. Members supported holding a one day wānanga. Members of the Martinborough Community Board, Wellington Water, SWDC, Marae and MSC would be invited. A tentative date for wānanga and venue is Sunday 26th July at Hau Ariki Marae. MSC would write a process for Restorative Justice for future use by MSC and a report will be written about the experience of the day by the MSC and presented at the next MSC meeting. 22/07/20: Wānanga being held 26/07/20 and report back to be included as part of Chair Report at meeting on 04/08/20.
176	4-Jun-20	Action	MSC	N Hooper	To request Te Puritanga Jefferies present to the Committee on progress made on developing a Māori Economy Strategy since the Committee meeting in February 2020.	Actioned	24/06/20: Te Puritanga Jefferies presenting at MSC meeting 04/08/20
177	4-Jun-20	Action	MSC	N Hooper	To discuss the Māori Standing Committee budget with Katrina Neems, Chief Financial Officer, ahead of the next Māori Standing Committee meeting	Actioned	N Hooper met with Katrina Neems on 13/07/20 and an MSC workshop was held 16/07/20
178	4-Jun-20	Action	Euan	Tim	To investigate opening walking and cycling access to the paper road that leads to the Owhanga Landing Reserve	Open	24/06/20: Initial indications are the cost is potentially prohibitive in the current situation as it would require going over a stream which could cost \$800k-\$1m to put the road in. Further work will be done to look into this in more detail. 22/07/20: This is still being scoped but officers are looking to include it in the District-wide pedestrian/cycleway/trails plan.
252	1-Jul-20	Resolution	Karen	Steph	MSC RESOLVED (MSC 2020/17) to: 1. Receive the Election of Māori Standing Committee Chairperson Report receive the Officers' Report. 2. Elect a Chair using system A as outlined in clause 25 of Schedule 7 of the Local Government Act 2002 for the election of the	Open	1 - No action required 2 - No action required 3 - Election to be held once vacancies are filled

Ref #	Raised Date	Action Type	Responsible Manager	Assigned to	Action or Task details	Status	Update/Notes
					Committee's Chair for the 2019-2022 triennium 3. Hold another election for the Chair of the Māori Standing Committee once member vacancies from Hau Ariki and Papawai Maraes are filled. (Moved Mayor Beijen/Rutene) Carried		
253	1-Jul-20	Resolution	Katrina (2,3) MSC(4) MSC (5)	Charly (2,3) MSC (4) K Mikaera (5)	MSC RESOLVED (MSC 2020/19): 1. To receive the Chairperson Report. (Moved Aporo/Seconded Mikaera) Carried 2. To approve the reimbursement of \$460.70 + GST to Narida Hooper for catering expenses and a gift for Raihānia Tipoki's farewell, funds to come from the MSC Operational fund. (Moved Mikaera/Seconded N Maynard) Carried 3. To approve the grant application from Puhī Te Whaiti for a cost of \$609.75 for expenses related to the Aoraki Bound Program completed. (Moved Aporo/Seconded Mikaera) Carried 4. To consider adding a youth representative to the Māori Standing Committee Terms of Reference. (Moved Rutene/Seconded Mikaera) Carried 5. To write a letter of support to Greytown Trials Trust on the Tauherenikau Cycle Bridge Project. (Moved Hooper/Seconded Mikaera) Carried	Open	1 - No action required 2 – Done, to accounts for payment 9/07/2020 3 – Done, to accounts for payment 09/07/2020 4 - 5 -
254	1-Jul-20	Action	MSC		Discuss options for the Committee to support participation in the Aoraki Bound programme each year	Open	
255	1-Jul-20	Action	MSC		Provide feedback on the Resource Consent Application for a Trial of Ecoreef Coastal Protection System at Palliser Bay	Actioned	Letter sent 21/07/20
256	1-Jul-20	Action	MSC		Hold a workshop to discuss the budget, how to allocate funding, and to review the grant criteria and application form for community and marae grants	Actioned	Workshop held 16/07/20
257	1-Jul-20	Action	MSC		Discuss the long-term goals and objectives of the Māori Standing Committee	Open	

Ref #	Raised Date	Action Type	Responsible Manager	Assigned to	Action or Task details	Status	Update/Notes
258	1-Jul-20	Action	Karen	Steph	Include acknowledgements and tributes as a standing item on the agenda	Actioned	

MĀORI STANDING COMMITTEE

4 AUGUST 2020

AGENDA ITEM 7.4

INCOME AND EXPENDITURE STATEMENTS

Purpose of Report

To present the Māori Standing Committee with the most recent Income and Expenditure Statements.

Recommendations

Officers recommend that the Committee:

1. *Receive the Income and Expenditure Statement for the period 1 July 2019 – 30 June 2020.*

1. Executive Summary

The Income and Expenditure Statement for 1 July 2019 – 30 June 2020 is attached in Appendix 1. Please note that the Māori Standing Committee approved \$1,070.45 of expenses on 1 July 2020 and these will be reflected in the next Income and Expenditure Statement along with the funding allocation for the new financial year.

The Income and Expenditure Statement for 1 July 2018 – 30 June 2019 is attached in Appendix 2.

The Chair may ask Council officers for comment and all members may ask the Council officers for clarification and information through the Chair.

2. Appendices

Appendix 1 - Income and Expenditure Statement for 1 July 2019 – 30 June 2020

Appendix 2 - Income and Expenditure Statement for 1 July 2018 – 30 June 2019

Contact Officer: Charly Clarke, Senior Financial Accountant

Reviewed By: Katrina Neems, Chief Financial Officer

**Appendix 1 – Income and Expenditure
Report for the period 1 July 2019 – 30
June 2020**

Maori Standing Committee : Te Māngai O Ngā Hapori Māori						
Income & Expenditure for the Period Ended 30 June 2020						
Income						
		Annual Plan 2019/20 Grants				27,000.00
		Annual Plan 2019/20 Operating Expenses				41,584.00
		Total Income 2019/20				68,584.00
Expenditure						
		Members' salaries and meeting fees				11,494.00
		Mileage reimbursements				2,464.15
		Total Personnel Costs				13,958.15
General Expenses						
	19/08/2019	He Putiputi Lim	Flowers for Lee Carter			47.83
	28/02/2020	He Putiputi Lim	Flouwers for A Te Whaiti			52.17
		Total General Expenses				100.00
Grants						
	12/09/2019	Pae Tu Mokai o Tauira	Signage			500.00
	27/01/2020	Kurunui College	Grant for 2019 SW Matariki Celebration			1,000.00
		Total Grants				1,500.00
Total Expenditure						15,558.15
Net Surplus/(Deficit) Year to Date						53,025.85
LESS: Committed Funds						
	Resolution date			Original commitment	Spent to date	Remaining commitment
		Salaries and meeting fees to 30 June 2020		18,584.00	11,494.00	7,090.00
		Mileage reimbursements to 30 June 2020		3,000.00	2,464.15	535.85
		Total Commitments				7,625.85
Current Year Surplus/(Deficit)						45,400.00
PLUS: Balance Carried forward from previous year						9,750.00
TOTAL FUNDS AVAILABLE						55,150.00

Maori Standing Committee : Te Māngai O Ngā Hapori Māori				
Terms of Reference Review for the Period Ended 30 June 2020				
Budget				
		Budget carried over from 2018-19		18,840.00
		Total budget		18,840.00
Expenditure				
21/06/2019	Tahetoka Ltd	Hui with MSC members		675.00
		Total Expenditure		675.00
		Total Expenditure		675.00
LESS: Committed Funds				
	Resolution date		Original commitment	Spent to date
				Remaining commitment
		Total Commitments		-
REMAINING BUDGET TO BE CARRIED FORWARD				18,165.00

**Appendix 2 – Income and Expenditure
Report for the period 1 July 2018 – 30
June 2019**

Maori Standing Committee : Te Māngai O Ngā Hapori Māori		
Income & Expenditure For the Year Ended 30 June 2019		
	<u>INCOME</u>	
	Grant funding	10,000.00
	Annual Plan 2018/19	17,386.00
	TOTAL INCOME	27,386.00
	<u>EXPENDITURE</u>	
	Members salaries and meeting fees	15,882.00
	Mileage reimbursements	3,737.38
	Total Personnel Costs	19,619.38
	Total General Expenses	-
7/06/2019	Hooper N MSC Grant	250.00
	Total Grants	250.00
	TOTAL EXPENDITURE	19,869.38
	ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	7,516.62
	<u>LESS: COMMITMENTS</u>	
	Salaries and meeting fees to 30 June 2019	504.00
	Mileage reimbursements	-
	Total Commitments	504.00
	BALANCE TO CARRY FORWARD	7,012.62
	Remaining Grant Funding to be carried forward	9,750.00
	Terms of Reference Review for MSC	18,840.00
	Amount spent as at 30/06/19	0.00
	Remaining Budget to be Carried forward	18,840.00

Appendix 1 – Engaging Well Proposal



ENGAGING WELL
LIMITED

***Proposal to conduct Cultural Audit at
South Wairarapa District Council***

Hone Hurihanganui
Director

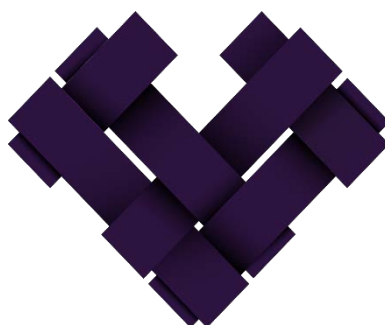
51 Lake Road, Ōhinemutu
ROTORUA 3010
honehurihanganui@gmail.com
www.engaging-well.com
(027) 511 3892

HE KUPU WHAKATAKI - INTRODUCTION

1. Hone Hurihanganui, is our founding director, and his son, Aperahama, qualified solicitor formerly at Kōhui Legal, are Engaging Well Ltd (**Engaging Well**) and we submit this proposal to conduct the cultural audit of the South Wairarapa District Council (**SWDC**).
2. Engaging Well is a consultancy with years of experience in providing education and training throughout the New Zealand Health sector. We specialise in providing research-based education/training, mentoring and advice in cultural competence and cultural intelligence, Treaty of Waitangi, Te Reo me ōna Tikanga and a suite of other offerings which can be seen in our company CV which accompanies this proposal and on our website www.engaging-well.com
3. Engaging Well Ltd is a registered company pursuant to the Companies Act 1993. We are a Wellington based company conducting our business right across Aotearoa - New Zealand. Our biographies are attached to this paper as **Appendix One**. Our experience, work history and organisations with whom we have worked can also be seen in our company CV and on our website.

KO TE WHĀINGA MATUA - THE MISSION OF ENGAGING WELL

4. We seek to address the inequities experienced by Māori across health statistics specifically and the wider myriad of current social statistics. We consider this reality to be unacceptable, unjust and completely avoidable. Accordingly, we offer our knowledge, skills, expertise and experience to create meaningful change through our work and we view this submission to conduct the cultural audit at SWDC as a key component in realising our mission.



ENGAGING WELL
LIMITED

TE AROTAKETANGA – AUDIT METHODOLOGY

5. We propose to frame the SWDC Cultural Audit around 6 specific high-level focused questions. These questions are underpinned by SWDC's determination to be responsive to Iwi and Māori in its interactions at the operations level of SWDC. The focused questions are as follows:

(a) Kawa Whakaruruhau – Cultural Safety

How does SWDC ensure the cultural safety of its people?

(b) Te Whakawhanake Ahurea – Building Cultural Capacity and Capability

How does SWDC provide opportunities for its people to build cultural capacity and capability?

(c) Te Tiriti o Waitangi – The Treaty of Waitangi

How does SWDC give effect to Te Tiriti o Waitangi/The Treaty of Waitangi?

At the governance level?

At the operational level?

(d) Te Reo Māori me ōna Tikanga – Māori Language and Modes of Customary Behaviour

How does SWDC give effect to Te Reo and Tikanga?

At the governance level?

At the operational level?

(e) Te Mana o Te Kaunihera – The Credibility of SWDC

In its outward facing relationships with other groups, organisations, Iwi/Māori, how does SWDC know it is held in high regard by those entities?

(f) Tikanga Tangata – Cultural Competence/Cultural Intelligence

How does SWDC develop and measure its acquisition of cultural competence and cultural intelligence?

HEI WHAKAKAPI – CONCLUSION

Engaging Well is thankful for the opportunity to submit this proposal to conduct the cultural audit commissioned by the South Wairarapa District Council. We would welcome an opportunity to discuss our proposal with you and are amenable to reshaping our audit framework as necessary.

Kāti. Mā Rongo, mā Tāne koutou e ruruhau, ā, hei konā mai rā koutou i roto i ngā mihi.

Hone Hurihanganui – Director

Engaging Well Limited

www.engaging-well.com

hone@engaging-well.com

**Appendix 2 – MSC correspondence
regarding proposal to trial a “Eco Reef”
alongside Palliser Bay**

Māori Standing Committee

Chair: Narida Hooper
20a Haringa Road
Carterton
021 314 180



20 July 2020

Euan Stitt
South Wairarapa District Council
PO Box 6
Martinborough 5741
Email: Euan.Stitt@swdc.govt.nz

Tēnā koe

ECOREEF COASTAL PROTECTION SYSTEM AT PALLISER BAY

Thank you for presenting the proposal to trial “Eco Reef” blocks for coastal protection alongside the Palliser Bay Coastline resource consent application to vary (WAR090322) to the Māori Standing Committee at our last meeting on 1 July 2020. The Palliser Bay coastline is rich in Māori history and the committee appreciates being given the opportunity to provide input into the consent application process.

The Māori Standing Committee has considered the application and in principle has no objections to the proposed trial at Palliser Bay and supports the variation to the original resource consent provided that Kawakawa 1D2 Trust are officially consulted with and listed as a stakeholder. We would urge that engagement is made through Ngaere Webb (webbn250@slingshot.co.nz).

The Māori Standing Committee also endorses the submissions from Royal Forest and Bird Protection Society of New Zealand (submission 5) and Department of Conservation (submission 3) that were made to the original notified resource consent application.

As part of considering the application, feedback was also sought from Haami Te Whaiti who is the Chairperson for the Matakitaikiupe Trust and Foss Leach. A copy of their feedback is attached for your information .

Thank you again for taking the time to engage with us.

Ngā mihi



Narida Hooper
Māori Standing Committee Chair
narida@heputiputi.co.nz

From: [Foss Leach](#)
To: haami@hnewaka.com
Cc: [Steph Dorne](#); [MSC- Teresa Aporo](#)
Subject: Re: FW: Application - Eco Reef, Palliser Bay
Date: Thursday, 2 July 2020 9:21:46 AM

kia ora Haami
thanks for passing this on.

I am pleased to see that something is being done to protect this coastline. I am a little concerned about the area in front of the Buckley's residence, and extending west along to Te Kopi. The sea has been removing the coastal flat along here for quite some time, exposing archaeological sites. Close to Buckley is the "Great Wall of Whatarangi" an important archaeological site. Along the western end of this there is exposed midden in the coastal section, and immediately above that is the find spot of a Polynesian adze, thought to have been imported from the Cook Islands, and used by pre-European Maori in Palliser Bay. I have recently published an article on this adze, and is subject to additional research underway at Otago University.

If any earthworks are required when placing these concrete blocks, the archaeological site there would be disturbed. It would be sensible for an archaeologist, such as Andy Dodd, to monitor any earthworks.

Nga mihi
Foss

----- Forwarded message -----

From: **Haami Te Whaiti** <haami@hinewaka.com>

Date: Thu, 25 Jun 2020, 4:21 PM

Subject: Re: MSC - Resource consent application - Eco Reef, Palliser Bay

To: Teresa Aporo <teresaaporo@gmail.com>

Kia ora Teresa

Sorry for my belated response. I did have a quick look through the document. I don't know anything about these but interesting they call them an eco reef which seems doubtful. Not sure what to suggest but what makes them think this is going to work, what alternatives have they looked at given no longer have access to boulders. There are probably several issues to think about; impact on coastline and marine area, impact on access to tidal area and fishery, impact on heritage sites. It makes sense that they are looking for alternatives but is this again finding the cheapest option are there others that might be better in the long term but are being excluded because of cost. It's a trial but realistically would we want these types of structures right along the coastline. I'm not sure I can help much sorry.

Nga mihi

Haami