



**MĀORI STANDING  
COMMITTEE**  
*Kia Reretahi Tātau*

# **AGENDA**

## **Māori Standing Committee Meeting Tuesday, 28 January 2025**

**I hereby give notice that a Māori Standing Committee Meeting will be held on:**

**Date: Tuesday, 28 January 2025**

**Time: 6:00 pm**

**Location: Supper Room, Waihinga Centre, Texas Street  
Martinborough**

**Janice Smith  
Chief Executive Officer**



## Order Of Business

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**1 KARAKIA TIMATANGA – OPENING**

Kia hora te marino  
Kia whakapapa pounamu te moana  
Hei huarahi mā tātou i te rangi nei  
Aroha atu, aroha mai  
Tātou i ā tātou katoa  
Hui ē! Tāiki ē!

May peace be widespread  
May the seas be like greenstone  
A pathway for us all this day  
Let us show respect for each other  
For one another  
Bind us all together!

**2 APOLOGIES**

**3 CONFLICTS OF INTEREST**

**4 ACKNOWLEDGEMENTS AND TRIBUTES**

**5 PUBLIC PARTICIPATION**

**6 ACTIONS FROM PUBLIC PARTICIPATION**

**7 URGENT BUSINESS**



**8 CONFIRMATION OF MINUTES**

Māori Standing Committee Meeting - 29 October 2024

**[9 MINUTES OF SOUTH WAIRARAPA DISTRICT COUNCIL  
MĀORI STANDING COMMITTEE MEETING  
HELD AT THE SUPPER ROOM, WAIHINGA CENTRE, TEXAS STREET, MARTINBOROUGH  
ON TUESDAY, 29 OCTOBER 2024 AT 6:00 PM**

- PRESENT:** Chair Andrea Rutene, Cr Martin Bosley, Cr Pip Maynard, Ms Karen Mikaera, Mr Mark Fenwick, Ms Dorothy Whittaker (online), Ms Violet Edwards-Hina, Ms Leonie Edwards (on-line), Mr JD Smith.
- APOLOGIES:** Mayor Martin Connelly & Mr Whitu Karauna
- IN ATTENDANCE:** Narida Hooper (Pou Māori), Robyn Ramsden (Advisor, Community Governance)
- PUBLIC FORUM:** Neomal Attapatu, David Clapperton, Terry W Hann, Tracy-Lee Burkhart, Joe Howells, Alexandra Morrissey.
- CONDUCT OF BUSINESS:** This meeting was held in the Supper Room, Waihinga Centre, Texas Street, Martinborough and via audio-visual conference. This meeting was live-streamed is available to view on our YouTube channel. The meeting was held in public under the above provisions from 6:01pm to 8:15pm except where expressly noted.

**OPEN SECTION**

**1 KARAKIA TIMATANGA – OPENING**

Ms Edwards-Hina opened the meeting.

**2 APOLOGIES**

**COMMITTEE RESOLUTION MSC2024/42**

**Moved:** Chair A Rutene

**Seconded:** Cr P Maynard

To accept apologies from Mayor Martin Connelly and Whitu Karauna.

**CARRIED**

**3 CONFLICTS OF INTEREST**

No interests were disclosed relating to items on the agenda or interests not already recorded on a relevant register..

**Action 418:** staff to send out conflict of interest register for members to complete.

#### 4 ACKNOWLEDGEMENTS AND TRIBUTES

Members acknowledged the passing of Richard (Dick) Smith from Featherston, past member of the Māori battalion who contributed a lot to the community. He was a member of Featherston Community Centre Charitable Trustee, he was the RSA representative and president of RSA for a number of years/terms. Dick was a key figure at most Anzac Day events and part of the Soldier's memorial events.

#### 5 PUBLIC PARTICIPATION

##### Neomal Attapatu and David Clapperton – Eastern and Central Community Trust

Presented 'Growing thriving communities: Journey to transformational change'. Described their vision and funding pathways: Community Support & Event Fund (up to a max of \$10,000) and Community Impact Fund (up to a max of \$100,000). They invited marae and the committee to build a relationship with them in the funding space.

At 6:10 pm, Mr JD Smith left the meeting.

At 6:11 pm Leonie Edwards joined online.

At 6:12 pm, Mr JD Smith returned to the meeting.

##### Terry W Hann – Te Wāiti Project poster

Presented in support of his grant application. Posters are reminiscent of the fish posters at local fish and chip shops. Created to inspire learning of our native species and threats to those species. Requesting \$3,500 from MSC.

##### Tracy-Lee Burkhart – Pae tū mōkai o Tauria

Spoke in support of their grant application. Showed a selection of native plant species that they grow from seed, which is collected by volunteers. The additional potting shed will increase production by 20-30%. Requesting \$3,000 from MSC.

##### Joe Howells – Aorangi Restoration Trust

Seeking support from the Committee to name a walking track 'Sweeney's creek' after an Australian serving in Tasmania. Described the progress made on some walking tracks and plans for the future.

##### Alexandra Morrissey – Pirinoa Community Garden

Spoke in support of their grant application. Described the importance of having a community garden to teach gardening to children and adults. The request is to fund workshops. Works with Whaiora, Vagabond Vege and Little Farms to make up vege boxes. Requesting \$4,900 from MSC.

**6 ACTIONS FROM PUBLIC PARTICIPATION**

**Action 419:** Invite Neomal Attapatu from Eastern and Central to attend Forum to discuss grants.

**Action 420:** liaison with Joe Howells to go on a Hikoi and get a better understanding of what their group are doing along the river.

**7 URGENT BUSINESS****MOTION****COMMITTEE RESOLUTION MSC2024/43**

**Moved:** Ms K Mikaera

**Seconded:** Mr JD Smith

That Māori Standing Committee resolved that Grants from Community Wellbeing Fund Report, the Māori Standing Committee Appointments Report and the Chairperson's Report are received.

**CARRIED**

**NOTICE OF MOTION - CHAIRPERSON'S REPORT****MOTION**

That the Māori Standing Committee receive the Chairperson's Report.

**APPENDICES**

**Appendix 1 Chair's Report**

Chair spoke to her report. Topics; Takoha o te Manaakitanga o Ngāti Hikawera, Commemoration of the 1855 Wairarapa Earthquake, Local water done well.

**8 CONFIRMATION OF MINUTES****MINUTES OF THE MĀORI STANDING COMMITTEE MEETING HELD ON 30 JULY 2024****COMMITTEE RESOLUTION MSC2024/44**

**Moved:** Ms L Edwards

**Seconded:** Mr M Fenwick

That the minutes of the Māori Standing Committee meeting held on 30 July 2024 are confirmed as true and correct with minor corrections as described. Jim Harper was not a Taxi driver.

<b>CARRIED</b>
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**9 MATTERS ARISING FROM PREVIOUS MEETINGS**

There were no matters arising.

**10 DECISION REPORTS FROM CHIEF EXECUTIVE AND STAFF****NAME FOR THE MAORI WARD 2025****COMMITTEE RESOLUTION MSC2024/45****Moved: Ms V Edwards-Hina****Seconded: Mr JD Smith**

That *the Māori Standing Committee*

1. *Receive the Representation Review: Name for the Māori Ward 2025 paper*
2. Resolve to submit to Council a late submission to the initial proposal for representation to name the Māori Ward **Te Karu o Te Ika a Māui** as part of the Representation Review.

**CARRIED****UPDATES FROM POU MĀORI****COMMITTEE RESOLUTION MSC2024/46****Moved: Ms V Edwards-Hina****Seconded: Mr M Fenwick**

That *the Māori Standing Committee* receive the Updates from Pou Māori report.

**CARRIED**

Pou Māori spoke to the report:

- staff onboarding information and protocols for funerals are now in place.
- Waitangi day funding application was submitted and planning is under way for a joint event including events in each town, coordinated by members of the Māori Standing Committee with one central event concluding the celebration.
- Discussion of when the Waihinga centre was opened in 2018.

**POU MĀORI****COMMITTEE RESOLUTION MSC2024/47****Moved: Ms K Mikaera**

**Seconded: Ms V Edwards-Hina**

1. That *the Māori Standing Committee* receive the Pou Māori report.
2. That *the Māori Standing Committee resolve* to reallocate \$15,919.82 of funds to Council operations for use by Pou Māori advisor as outlined in this report.

**CARRIED****Action 421:** Pou Māori to supply breakdown of the costs to Committee.**2025 MEETING SCHEDULE OF ORDINARY MEETINGS REPORT****COMMITTEE RESOLUTION MSC2024/48****Moved: Ms V Edwards-Hina****Seconded: Mr JD Smith**

1. That *the Māori Standing Committee* receive the 2025 meeting schedule of ordinary meetings report.
2. That *the Māori Standing Committee adopt the 2025 meeting schedule of ordinary meetings for the Māori Standing Committee.*
3. That *the Māori Standing Committee delegate to the Chief Executive the authority to alter the schedule of ordinary meetings following consultation with the Chair.*

**CARRIED****GRANT REPORT****COMMITTEE RESOLUTION MSC2024/49****Moved: Mr M Fenwick****Seconded: Ms L Edwards**

1. That *the Māori Standing Committee receive the Grant Report.*
2. That *the Māori Standing Committee consider the application from Whaiora Whanui Trust for \$300 to support sponsoring the Māori Sports Awards to be funded from the Tautoko fund.*
3. That *the Māori Standing Committee consider the following application from Kahutara School for \$4,800 to support the Te Puna Waiora Programme from the Whakapapa fund.*
4. That *the Māori Standing Committee consider the application from Kohunui Marae for \$3,045 to support the construction of a partition door from the Marae Wawata fund.*
5. *Pae Tū Mōkai o Tauria, \$3,000 for He Kōtare Native Plant Nursery Potting Shed Development from the Te Taiao fund.*

**CARRIED**

## 10.1 MĀORI STANDING COMMITTEE APPOINTMENTS REPORT

### RECOMMENDATIONS

1. That *the Māori Standing Committee receive the letter from Papawai Marae, dated 22 October 2024.*
2. That *the Māori Standing Committee receive the resignation of Terina Kaiwai from the Māori Standing Committee.*
3. That *the Māori Standing Committee approve the appointment of Michael Roera and Herewini Ammunson as the Papawai Marae representatives on the SWDC Māori Standing Committee.*

## 11 INFORMATION REPORTS FROM CHIEF EXECUTIVE AND STAFF

### GRANT ACCOUNTABILITY REPORT

#### COMMITTEE RESOLUTION MSC2024/50

**Moved:** Ms K Mikaera

**Seconded:** Cr P Maynard

That Māori Standing Committee resolved to receive the accountability report.

Action to invite Deziah and representatives from Hau Ariki Marae to attend the next MSC meeting to speak to their experiences.

**CARRIED**

### INCOME AND EXPENDITURE REPORT

#### COMMITTEE RESOLUTION MSC2024/51

**Moved:** Cr M Bosley

**Seconded:** Mr M Fenwick

That Māori Standing Committee resolved to receive the Income & Expenditure Report.

**CARRIED**

## 12 CHAIRPERSON REPORTS

Moved forward in the agenda.

**13 KARAKIA WHAKAMUTUNGA – CLOSING**

The Committee together closed the meeting with a karakia.

The meeting closed at 8:15pm.

**Confirmed as a true and correct record.**

..... (Mayor/Chair)

..... (Date)

..... (Chief Executive)

..... (Date)



**9        MATTERS ARISING FROM PREVIOUS MEETINGS**

## 10 DECISION REPORTS FROM CHIEF EXECUTIVE AND STAFF

### 10.1 HANGI, HIKOI, HAKARI HOKI!

**Author:** Narida Hooper, Principal Advisor, Māori / Pou Māori

**Authoriser:** Paul Gardner, Group Manager, Corporate Services

**File Number:** n/a

#### PURPOSE

To inform *councillors/members* of a South Wairarapa Waitangi Event for 2025..

#### EXECUTIVE SUMMARY

- This is a South Wairarapa event to acknowledge Te Tiriti o Waitangi. An opportunity for whānau and hapori to join Pae tū Mōkai o Taurira and the Māori Standing Committee in learning about South Wairarapa and the Treaty of Waitangi.
- Activities will include the preparation and putting down of a hangi, hikoi at Wairarapa Moana, weaving and a hakari for community.
- Various speakers on hangi preparation, plant identification, plant restoration, Te Tiriti o Waitangi, and supporting our Māori ward.

#### RECOMMENDATIONS

That *the Māori Standing Committee* [Type here](#)

1. That *the Māori Standing Committee* receive the “Hangi, Hikoi, Hakari hoki!” report.
2. That *the Māori Standing Committee* provide feedback to the Event Plan attached.

#### BACKGROUND

Māori/ Māori descent make-up almost 17% of South Wairarapa and have an intrinsic connection to land and water within their takiwa. The Iwi of Wairarapa is Ngāti Kahungunu ki Wairarapa and Rangitane o Wairarapa. Though they did not sign the treaty they firmly believe in one collective voice for Māori and that whakapapa is vital to who we are as a community.

Both Iwi have Post Settlement Governance Entities and collaboratively with Greater Wellington Regional Council, Department of Conservation and South Wairarapa District Council are the Wairarapa Moana Statutory Board who’s overarching vision and desired outcomes are to recognise and provide for the cultural, spiritual, and ecological values of Wairarapa Moana. By drawing the community into rich Māori culture, Officers believe we can deepen an understanding of Te Tiriti principles – and the unique history our ngā iwi. The event theme and activities will focus on the following key principles of te Tiriti:

Partnership: This event offers an exciting opportunity for whānau and hapori to collectively engage and partner to celebrate our community’s history, culture and resources whilst, showcasing our

Kura and hāpori as kaitiaki of the whenua. In addition, Officers wish to create a complimentary event to Masterton, with South Wairarapa flare, giving us a special opportunity to fulfil our kaupapa māori values of manaakitanga, whanaungatanga and tikanga Māori.

Participation: Active protection, preservation, and promotion of traditional knowledge, history, stories, and practices of tangata whenua specific to our moana. In doing so we can solidify our mark as kaitiaki – we are the guardians of the lands and moana.

Protection: Reverse the ongoing loss of traditional Māori knowledge and practices. Learn about history and the biodiversity of South Wairarapa. Raising awareness and solidarity with the discussions around Māori wards.

It is proposed that Officers would deliver a collaborative and inclusive event for our district, and visitors by celebrating kai, our people and the jewel, Wairarapa Moana.

Nau mai Haere mai!

## DISCUSSION

In Oct 24, Councils Grants and Funding Coordinator presented and asked Māori Standing Committee if they would like to support a Waitangi Day celebration for South Wairarapa. The Grants and Funding Coordinator made an application to Culture & Heritage, which unfortunately was unsuccessful. Council Officers explored other funding sources and the potential for scaling the event down to meet the funding we could secure. Event plan attached.

Feedback is sought from the Māori Standing Committee regarding the event plan. So far, we have confirmed a tohunga raranga (expert weaver), Te Tiriti o Waitangi guest speaker, videographer, restoration projects speaker, hangi masters, and waiting confirmation of a speaker on Māori Wards. Venue will be at Pae tū Mōkai o Taurira, date is Sunday 9th Feb, time from 1pm to 6pm (hangi to be lifted at 5pm).

## COMPLIANCE SCHEDULE

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

1. A Local authority must, in the course of the decision-making process,
  - a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
  - b) Assess the options in terms of their advantages and disadvantages; and
  - c) If any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and traditions with their ancestral land, water sites, waahi tapu, valued flora and fauna and other taonga.
2. This section is subject to Section 79 - Compliance with procedures in relation to decisions.

Compliance requirement	Staff assessment
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State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the Long Term Plan) that relate to this decision.	This report complies with n/a.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	There are no implications for Māori. The following implications for Māori include: <ul style="list-style-type: none"> <li>• n/a</li> <li>• n/a</li> </ul>
Chief Financial Officer review	The Chief Financial Officer has/ has not reviewed this report. no
State the possible implications for health and safety	All activities will be supervised by experienced practitioners.

## APPENDICES

### Appendix 1      Event Planv2 Waitangi25

### Event Plan Template

Event Name	Date/s
Hangi, Hikoi, Hakari hoki!	Sunday 9 February 2024
Venue	Expected Attendees
Pae tū Mōkai o Taurira	100+

Purpose	<p>Join us for a foraging hikoi and plant recognition at Wairarapa Moana. Experience the preparation of hangi, fry bread making, flax weaving kono and putiputi.</p> <p>By drawing the community into rich Māori culture, we believe we can deepen an understanding of Te Tiriti principles – and the unique history our ngā iwi. Our event theme and activities will focus on the following key principles of te Tiriti:</p> <p><b>Partnership:</b> This event offers an exciting opportunity for whānau and hapori to collectively engage and partner to celebrate our community’s history, culture and resources whilst, showcasing our Kura and hapori as kaitiaki of the whenua. In addition, we wish to create a complimentary event to Masterton, with South Wairarapa flare, giving us a special opportunity to fulfil our kaupapa māori values of manaakitanga, whanaungatanga and tikanga Māori.</p> <p><b>Participation:</b> Active protection, preservation, and promotion of traditional knowledge, history, stories, and practices of tangata whenua specific to our moana. In doing so we can solidify our mark as kaitiaki – we are the guardians of the lands and moana.</p> <p><b>Protection:</b> Reverse the ongoing loss of traditional Māori knowledge and practices. Learn about history and the biodiversity of South Wairarapa. Raising awareness and solidarity with the discussions around Māori wards. We will deliver a collaborative and inclusive event for our district, and visitors by celebrating kai, our people and the jewel, Wairarapa Moana.</p> <p>Nau mai Haere mai!</p>
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Goals & Objectives	<ul style="list-style-type: none"> <li>- To create a complimentary event to Masterton, with South Wairarapa flare</li> <li>- An opportunity to involve our whānau and hapori to join Pae tū Mōkai o Taurira and the Māori Standing Committee in learning about South Wairarapa hapū and the Treaty of Waitangi.</li> </ul>
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Target Audience	<p>Marae, whanau and the wider community                  South Wairarapa families                  Kura across the district                  New South Wairarapa residents</p>
Event Stakeholders	<p>Māori Standing Committee – event lead                  Hau Ariki Marae                  Kohunui Marae                  Papawai Marae                  Pae tū Mōkai o Tauira - venue                  South Wairarapa District Council</p> <p>Local businesses, trusts and suppliers:                  Lambs Peters</p> <p>Hangi Masters                  Name Grant Hooper                  Name John Rei</p> <p>Kura:                  Kuranui College                  South Featherston School                  Featherston School                  St Teresa’s School                  Kahutara School                  Martinborough School                  Pirinoa School                  Greytown School</p> <p>Speakers: TBA</p>
Event Schedule	<p>Design a digital poster for sharing on social media, email and printable – now                  Order meat the veg for hangi, flour for fry bread – 2wks time                  Confirm, weaver, speakers, hunters and hangi masters – now                  Confirm the places of interest for the hikoi – now</p> <p>Timings for the day                  (hangi masters)</p>

	<p>9am dig hole prep stones &amp; wood 10.30am light fire to heat stones (fire needs to burn for at least 2-3hrs)</p> <p>(community involvement) 1pm, meet at Pae tū Mōkai o Tauira and prep food, make stuffing, steam pudding mix, peel potatoes, pumpkin and kumara, watercress. Butchering of meat by hangi masters fill kai baskets for hangi, prep dough for fry bread.</p> <p>2pm Wairarapa Moana (Lake Domain site). Mihi, karakia, H&amp;S, hand out printed maps and start the hikoi. Speakers will talk at various locations around the moana about significant events leading to the signing of Te Tiriti. Finish hikoi with afternoon tea.</p> <p>3.15pm head back to PtMoT to make the kono and putiputi</p> <p>4.15-4.45pm discussion about impending Māori Ward and ways to support our candidates campaign and the rules surrounding it.</p> <p>4.30pm start cooking fry bread 5pm hangi is pulled up.</p> <p>Karakia ki te kai</p>
<p>Event Marketing &amp; Promotion</p>	<ul style="list-style-type: none"> <li>• Collaborative Social Media across all stakeholder pages</li> <li>• Email invitations, Council newsletter</li> <li>• Local papers; Greytown Grapevine, Featherston Phoenix, Martinborough Star, Wairarapa Times Age</li> </ul>
<p>Value Proposition</p>	<p>For families the event promotes healthier, sustainable living, and encourages whānau to learn how to prepare a hangi and give expression to manaakitanga and kaitiakitanga.</p> <p>We want to celebrate our incredible natural resources, feeding our whanau and friends with wild kai – just as our tūpuna did. Protect the mauri of the whenua and uniting the spiritual, cultural, and physical caretaking of our natural resources is how we can show leadership in this space.</p> <p>As mana whenua and hāpori we want to share our Kaupapa and have meaningful korero around the importance of our Māori wards, this is important to us because</p>

	Māori have shared identity, common interests, a shared history of South Wairarapa and share services through Marae and our community should have knowledge of this.
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Cost Estimation	Purchase of vegetables, meat mutton, chicken and pork (venison will be provided for free) \$500-\$600.00 Koha for speakers, weavers \$100each Koha for venue PtMoT \$150  Videographer/ photographer \$600 est  Total \$1800 Unspent funds will be returned.
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## 10.2 INCOME & EXPENDITURE REPORT

**Author:** Robyn Ramsden, Advisor, Community Democracy

**Authoriser:** Rob Thomas, Manager, Stakeholder Relationships

**File Number:**

### PURPOSE

To inform members of the *Māori Standing Committee* of the most recent income and expenditure information.

### EXECUTIVE SUMMARY

- What is available in each grant pou:
  - Marae Wawata (support marae) \$ 6,710.25
  - Tautoku (general support especially youth) \$ 4,664.25
  - Te Taiao (environmental) \$ 6,764.25
  - Whakapapa (history) \$ 7,764.25
- There are two meetings (Tue 28 Jan and Tue 29 Apr) before the end of the next financial year by which time the current funds need to be allocated.

### RECOMMENDATIONS

That *the Māori Standing Committee* receive the Income and Expenditure Report for the period ended 31 December 2024.

### BACKGROUND

The Income and Expenditure Report is supplied to the Māori Standing Committee to ensure clear and transparent use of South Wairarapa District Council funds. Funds are used to support the ordinary operation of the Māori Standing Committee and provide a grant funds for the community.

The [terms of reference](#) for South Wairarapa District Council Māori Standing Committee.

#### 8. Delegated Authority

*In addition to the functions of the Committee outlined in paragraph 3 above, the Council delegates to the Committee the power to:*

- *Discretionarily spend on community grants and projects.*
- *Determine the criteria and allocation of the marae development fund granted through Annual or Long-Term Plans, and any subsequent development grants, to Kohunui Marae, Hau Ariki Marae, Pāpāwai Marae and Pae tū Mōkai O Taurira.*

See the terms of reference for other non-financial delegations.

## DISCUSSION

Members can request clarification of the income and expenditure report through the Advisor, Community Governance.

## COMPLIANCE SCHEDULE

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

1. A Local authority must, in the course of the decision-making process,
  - a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
  - b) Assess the options in terms of their advantages and disadvantages; and
  - c) If any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and traditions with their ancestral land, water sites, waahi tapu, valued flora and fauna and other taonga.
2. This section is subject to Section 79 - Compliance with procedures in relation to decisions.

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the Long Term Plan) that relate to this decision.	This report complies with the terms of reference for the South Wairarapa District Council.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	The funds are intended to have a positive impact for Māori with delegation to the Māori Standing Committee on how they are administered.
Chief Financial Officer review	The Chief Financial Officer has not reviewed this report.
State the possible implications for health and safety	From time-to-time funds, specifically, through grant applications will have a health and safety component that the Committee should consider.

## APPENDICES

### Appendix 1 Income & expenditure report for period ended 31 December 2024

## Te Maangai O Ngaa Hapori Maaori

### Income & Expenditure for the Period Ended 31 December 2024

<b>Allocation Grants Annual Budget 2024-25</b>	<b>\$ 15,180</b>
<b>Unused funds from 2023-24</b>	<b>\$ 23,877</b>
<b>Less Expenditure 2024/25 (Funds Uplifted)</b>	
<b>Aug-24</b>	
Araitī 104431/01 MSC Grant fund Leaders Academy programme in Vanuatu	\$ 1,000
<b>Sep-24</b>	
Kuranui College Kapa Haka Uniforms 104685/01	\$ 1,000
<b>Oct-24</b>	
	\$ -
<b>Nov-24</b>	
Kohunui Marae 105200/01	\$ 3,045
Pae Tu Mokai Tauri Incorporated 105175/01	\$ 3,000
Whaiora Whanui Trust -105196/01	\$ 300
Kahutara School -105190/01	\$ 4,800
<b>Dec-24</b>	
	\$ -
<b>Less funds granted and uplifted to 31 December 2024</b>	<b>\$ 13,145</b>
<b>Balance as at 31 December</b>	<b>\$ 25,912</b>
<b>Less funds not uplifted from previous meetings</b>	
Tautoko	\$ -
Te Taiao	\$ -
Whakapapa	\$ -
Marae Wawata	\$ -
<b>Less funds not uplifted from previous meetings</b>	<b>\$ -</b>
<b>Balance as at 31 December 2024</b>	<b>\$ 25,912</b>

### 10.3 GRANT REPORT

**Author:** Robyn Ramsden, Community Democracy Advisor

**Authoriser:** Rob Thomas, Manager, Stakeholder Relationships

**File Number:** n/a

#### PURPOSE

To inform *members* of applications requesting a grant from the Māori Standing Committee.

#### EXECUTIVE SUMMARY

- The Māori Standing Committee has received one application for grant funding.
- There are two opportunities for the Committee to receive grants this financial year: Tuesday 28 January and Tuesday 29 April 2025.
- Available budget is shown in Item 10.2 Income & Expenditure Report.

#### RECOMMENDATIONS

1. That *the Māori Standing Committee receive the Grant Report.*
2. That *the Māori Standing Committee consider the application from Wellington Free Ambulance for \$3,294.02 to support the installations of 'Community Mass Casualty Incident (MCI) First Aid Kits' at Local Marae to be funded from the Tautoko Fund.*

#### BACKGROUND

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 Board has delegated authority to make financial decisions within the confines of the allocated and available budget and the Board operates its grant fund in accordance with the Council's Grants Policy. Community boards are allocated funding for grants through the Long-Term Plan/Annual Plan. The current funding amount is available on the Income & Expenditure Statement.

#### DISCUSSION

Under the current Grants Policy, the key eligibility criteria for Community Board grants are as follows:

- Non-profit community organisations with a formed legal structure or a group of individuals who have come together for a common purpose but who do not have a legal structure may apply.

- The applicant does not need to be based in the South Wairarapa or the ward from where the funds are being sought but the applicant must be able to demonstrate that the activity benefits the ward where the funds are being sought.

The following applicants have been assessed in accordance with the grant criteria:

### **1. Application from Wellington Free Ambulance**

The application from Wellington Free Ambulance meets the criteria for funding. They received operational funding from SWDC through the Community & Youth Grant in Oct-24 receiving a partial grant of \$12,114.00 for operational costs. They also received a funding from the Community Wellbeing Grant in Oct-24 receiving a partial grant of \$18,000.00 for replacing/updating defibrillators in South Wairarapa. The organisation has no outstanding accountability forms as they are not due till Jan 2026.

Mass Casualty Incident kits and training will be offered to all local marae. South Wairarapa marae are sites of Emergency Management HUBs and Emergency Assistance Centres. There are health benefits for Māori having swift access to the resources as some marae are also Community Emergency Hubs.

Noting that where applicants have provided confidential information, such as the organisations income and expenditure information, this will be provided to members in confidence.

### **OPTIONS**

The Māori Standing Committee may consider applications that do not meet the funding criteria. The options available to the Committee are to approve, approve with conditions, request further information from the applicant or decline.

### **CONSIDERATIONS**

#### **Financial**

The Māori Standing Committee fund was allocated to the Committee from the Council's Enhanced Annual Plan process. Therefore, the delegation for decision making is with the Māori Standing Committee and has no further impact on the Council's AP/LTP, OPEX/CAPEX, rating impact or procurement process.

#### **Climate Change**

Applicants are not currently required to indicate positive, neutral or negative effects on climate change. The application form will be updated to indicatively reflect these results for elected member to consider as part of future decision making.

### **COMPLIANCE SCHEDULE**

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

1. A Local authority must, in the course of the decision-making process,

- a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
  - b) Assess the options in terms of their advantages and disadvantages; and
  - c) If any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and traditions with their ancestral land, water sites, waahi tapu, valued flora and fauna and other taonga.
2. This section is subject to Section 79 - Compliance with procedures in relation to decisions.

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	This is a matter of no significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the Long Term Plan) that relate to this decision.	This report complies with Grant Policy.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	There are implications for Māori. See detail in discussion.
Chief Financial Officer review	The Chief Financial Officer has not reviewed this report.
State the possible implications for health and safety	Yes. See detail in discussion.

## APPENDICES

**Appendix 1**      **Wellington Free Ambulance\_coversheet**

**Appendix 2**      **Wellington Free Ambulance grant application - *Under Separate Cover***

Committee	Māori Standing Committee		
Applicant	Wellington Free Ambulance – charitable trust		
Project title	Community Mass Casualty Incident (MCI) First Aid Kits – Local Marae		
Amount Requested	\$ 3,294.02		
<b>2. Scope</b>			
One-off		On-going	
<b>3. Community Outcomes</b>			
Social	Environmental	Economic	Cultural
<b>4. Funding principles</b>			
Does this project:			
Yes	honour Te Tiriti o Waitangi and the Council’s partnership with mana whenua and Māori in the outcomes we deliver.		
No	support communities to transition to a low emissions and sustainable economy.		
Yes	build our community’s capacity and capability to do things for themselves.		
Yes	work creatively and collaboratively with others for our diverse communities.		
Yes (3 of 4)	invest to deliver measurable results across multiple outcomes (economic, social, environmental, cultural).		
Yes	deliver outcomes to enhance the lives of current and future generations.		
Yes	support local place-making and improvements on community well-being.		
Yes	prioritise equitable outcomes and distribution of funding across our district.		
Does this project also:			
Yes	promote transformative social change.		
Yes	increase community collaboration and resilience.		
Yes	support social innovation.		
No	support sustainable growth opportunities within the community.		
<b>5. Allocation principles</b>			
Outcomes of previous grants given by Council:			
Yes	Has applied for a grant before?		
Yes	Has applied for a grant in the last 3 years.		
Yes	Community & Youth Grant in Oct-24 and received a partial grant of \$12,114.00 for operational costs. Community Wellbeing Grant in Oct-24 and received a partial grant of \$18,000.00 for replacing defibrillators in South Wairarapa.		
<b>6. Who can apply</b>			
Except			
No	Seeking to promote commercial, political or religious objectives		
No	Are event profits or proceeds going to be redistributed to other organisations or groups?		
Not due till Jan 2026	Has the organisation completed the funding outcomes report?		

<b>7.1.1 Māori Standing Committee</b>	
No	Can the applicant demonstrate their connection of South Wairarapa through whakapapa?
Yes	Can the applicant demonstrate how their activity will benefit South Wairarapa Māori and non-Māori Community?
<b>8. Application process</b>	
Yes	Was this application received inside funding round?
Yes	Is this application form complete?
Yes	Is the applicant speaking to their grant application?
<b>Staff Recommendations</b>	
This Kaupapa fits with the Grant Pou Marae Wawata as it aims to prepare the community for natural disasters. Based on the above information staff recommend consideration to fully fund this project.	
Funding Options:	
Yes	Fully Fund Fully funded project must clearly demonstrate our funding principles, align with Māori Standing Committee priorities and can clearly measure impact outcomes.
	Partial Fund Funding for success, i.e. 70 – 80% of request or confidence that they will acquire funds with other funders pending.
	Seed Funding Where funding is strained but are eager to support consider a contribution to kick start activity, i.e. 20%
	Conditionally Fund Committees may wish to seek further information before committing funds, e.g. financial statements, letters of support, proof of other fundraising etc.
	Co-Fund Fund with another partner and/or Community Boards, Māori Standing Committee.
	Delegate/Defer Hold grant to present to a more suitable fund. i.e. creative Communities, Community Boards, Community & Youth, Sport Travel
	Decline Limited funding available, includes retrospective costs, doesn't meet Council grants policy, applicant is not the final beneficiary, applicant has supplied incomplete or inadequate information or unique to application.



## **11 INFORMATION REPORTS FROM CHIEF EXECUTIVE AND STAFF**

### **11.1 UPDATE ON THE LONG TERM PLAN 2025-2034**

**Author:** Lisa Matthews, Engagement Advisor

**Authoriser:** Rob Thomas, Manager, Stakeholder Relationships

**File Number:**

#### **PURPOSE**

To seek feedback from *councillors/members* on engaging with Māori during the Long-Term Plan 2025-2034 consultation.

#### **EXECUTIVE SUMMARY**

The Council is seeking feedback from the Māori Standing committee on the most effective ways to engage with Māori in South Wairarapa to receive meaningful feedback on the Council's Long-Term Plan. In particular, the best ways of working with Councillors Pip Maynard and Martin Bosley, with the Council's Pou Māori and engaging with young Māori (12-24) with the Council's Youth Advisor.

#### **BACKGROUND**

The SWDC 2025-34 Long-Term Plan will soon be open for consultation. We would like the South Wairarapa communities to provide feedback on consultation topics between 28 February – 30 March 2025.

The LTP sets out the budget for the next nine years, with a focus on the first two. This year we're producing a nine-year LTP instead of the usual 10, following a deferral of this process last year, to ensure we had a better understanding of various central Government changes that will affect Councils in the long term, such as water reform.

The 2025-34 Long-Term Plan will be a strategic document that outlines the services the council provides, how we maintain the district's infrastructure, our budgets and projects that will make the South Wairarapa an even better place to live.

There's no denying that we continue to face an unpredictable future, but we are learning to adapt to this ever-changing environment. Factors such as inflation, insurance costs, water reform and the rising cost of living continue to affect us all and these considerations have guided our decisions thus far. We know the rates increases of the past few years have been unsustainable and we have listened closely to what the public have said over the past. The plan will look to strike a balance between investing in our district while keeping rates affordable.

This LTP puts our core infrastructure front and centre. We have work to do to make sure our drinking water meets safety standards, our wastewater network can support growth, that our roads are safe to use and that our buildings and structures are well looked after. We have a big programme of renewals, maintenance and generally looking after our assets - it's our job to be a good steward of our infrastructure to preserve it for future generations. We are being proactive and future focused, looking at what is coming and getting prepared.

## DISCUSSION

Council must use the special consultative procedure (SCP) when adopting or amending the Long-Term Plan. The LTP consultation will employ “Inform” and “Consult” as per the International Association of Public Participation's Spectrum of Public Participation.

The SWDC's Significance and Engagement Policy states:

*“Council respects the unique status of Māori in our community and is committed to continuing to build and strengthen our relationships and engaging in a range of ways to ensure we are providing opportunities for Māori to contribute to the decision-making processes.*

*One of our key mechanisms for engaging with Māori is working with the Māori Standing Committee to ensure the contributions of local iwi and marae are represented. Council will engage with the Māori Standing Committee on matters of significance to Māori in our community and, in particular, where any matter involves a significant decision in relation to land or a body of water to ensure that the relationship of Māori and their culture and traditions with their ancestral land, water, sites, waahi tapu, valued flora and fauna and other tāonga are considered. Council will also engage directly with iwi and marae representatives where appropriate.*

*Council recognises that early engagement is often the most effective, particularly for those decisions which have greater significance. We are committed to providing relevant information to inform Māori contribution and improve Māori access to the Council's engagement and decision-making processes.”*

Through the LTP engagement plan, Councillors Pip Maynard and Martin Bosley along with the Māori Standing Committee have been identified as members who can assist conversation with Māori on the Long-Term Plan.

Key staff will also be involved in supporting the process. Pou Māori will provide overarching support to the consultation along with our Youth Advisor to seek feedback from young Māori.

The council would like to receive early feedback from the Māori Standing Committee on:

- **Meaningful Engagement:** Outlining the best ways to engage with Māori in South Wairarapa that is meaningful so that the feedback can assist the Council in its decision-making process?
- **Working Together:** How would the Māori Standing Committee work with Councillors Pip Maynard and Martin Bosley to engage with Māori in South Wairarapa?
- **Young People:** Any advice that the Māori Standing Committee would like to provide in terms of engaging with young Māori (12-24 years) in South Wairarapa?
- **Engagement Opportunities:** Any other thoughts that the Māori Standing Committee has on the engagement opportunities so that it can be efficient and effective?

## APPENDICES

### Appendix 1 SWDC Significance and Engagement Policy



**SOUTH WAIRARAPA  
DISTRICT COUNCIL**  
*Kia Reretahi Tātau*

# Significance and Engagement Policy

Date of Approval	29 June 2009
Revised	30 June 2021
Policy Number	A800
Next Review	30 June 2024

## SIGNIFICANCE AND ENGAGEMENT POLICY

### 1. Purpose

South Wairarapa District Council (Council) is responsible for making decisions on behalf of its communities and we aspire to work with our communities to ensure their views and preferences are taken into account.

The purpose of this policy is to let our communities know how and when they can expect to be engaged in Council's decision-making processes. It enables us and our communities to identify the degree of significance attached to particular decisions and ensures that Council are informed from the beginning of a decision-making process about the extent and type of engagement. It also ensures that we meet our obligations under the Local Government Act 2002 (the Act).

We use the term "engagement" in this policy as an umbrella term that refers to all approaches Council uses to connect with and receive feedback from our communities. Section 3.1 describes the different engagement approaches Council uses, from providing information through to community empowerment. Note that "consultation" is one of these approaches and has a particular meaning and obligations under the Act.

We acknowledge Wellington City Council's policy in the development of this policy and material produced by the International Association for Public Participation [www.iap2.org](http://www.iap2.org) that has been adapted in part and copied verbatim in part.

### 2. Our general approach to determining significance

Council will determine the level of significance of a decision based on criteria identifying the level of importance and likely impact of the decision on the current and future wellbeing of the district. It will also consider people who will likely be particularly affected by or have an interest in the decision, the capacity of the Council to perform its role, and the financial and other costs of doing so.

We have identified specific criteria to determine the degree of significance, set out in section 2.1 below. Council will use its judgement on a case by case basis when applying the criteria. To assist Council in making its judgement, commentary addressing the issue of significance will be included in each proposal for decision-making reported to Council and its committees. Should a proposal be considered of high significance, the report will describe how the relevant section of the Act and this policy are being addressed.

#### 2.1. Criteria we use to assess significance

Our specific criteria for assessing the degree of significance are:

- » The level of importance to the South Wairarapa District.
- » The level of community interest and degree of impact on interested or affected people.
- » The consistency of the proposed decision with existing policy and strategy.
- » The impact of the decision on the Council's capacity and capability.

We have also identified a number of key factors to be considered under each of the criteria, set out in Schedule 1. When a decision is assessed as “high” on two or more of the criteria, it is likely to be highly significant. Each of the four criteria are weighted equally and apply as a set. This means a single criterion alone does not determine the degree of significance.

Decisions assessed to be of high significance should normally be included in the Long-Term Plan or Annual Plan process. This ensures that they are linked to our community outcomes, proposed in the context of other decisions, and put before the community.

In cases where decisions of high significance need to be made outside of the Long-Term Plan and Annual Plan process, Council will follow an appropriate engagement and decision-making process which complies with sections 76 to 82 of the Act. The Special Consultative Procedure as discussed in section 3.3 will be used when that is specified in legislation.

For decisions of low or medium significance, we will ensure that the level of consideration and engagement is in proportion to the significance of the decision. Where decisions have been formally delegated and do not require reporting to Council, the assessment of significance may not necessarily be formally documented.

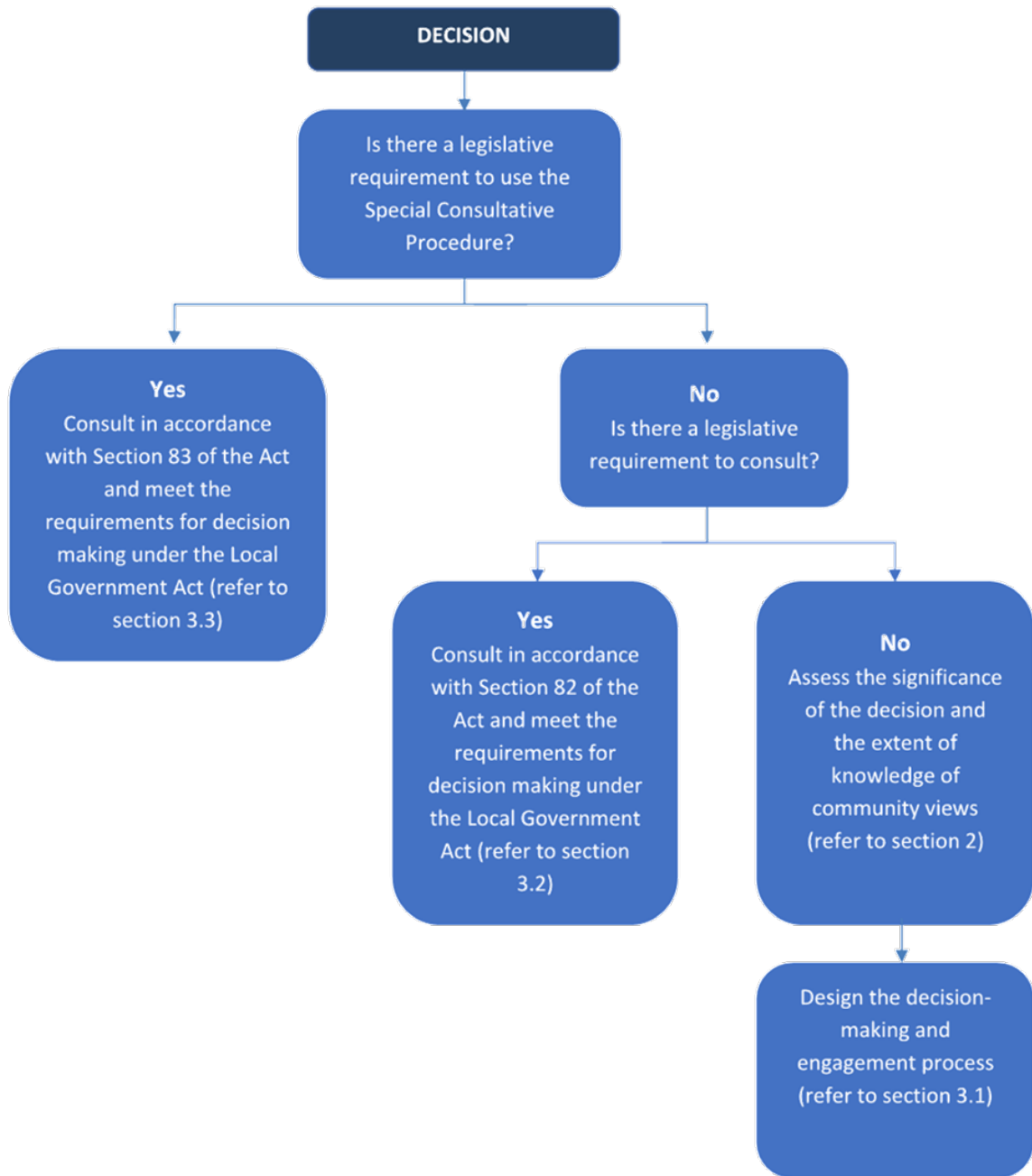
### 3. Our approach to decision-making and engagement

Some decisions require the use of the Special Consultative Procedure, discussed in section 3.3. For all other decisions, Council is required to:

- » Identify the objective of the decision.
- » Identify all reasonably practical options and assess the advantages and disadvantages.
- » Design the decision-making and engagement process, taking into account:
  - » The significance of the matter, as identified in this policy; and
  - » Whether there is sufficient knowledge of the views and preferences of those likely to be affected by, or have an interest in, the matter (if not, further engagement is appropriate).

This is demonstrated in the following flowchart.

*Flowchart to identify Council’s engagement approach*

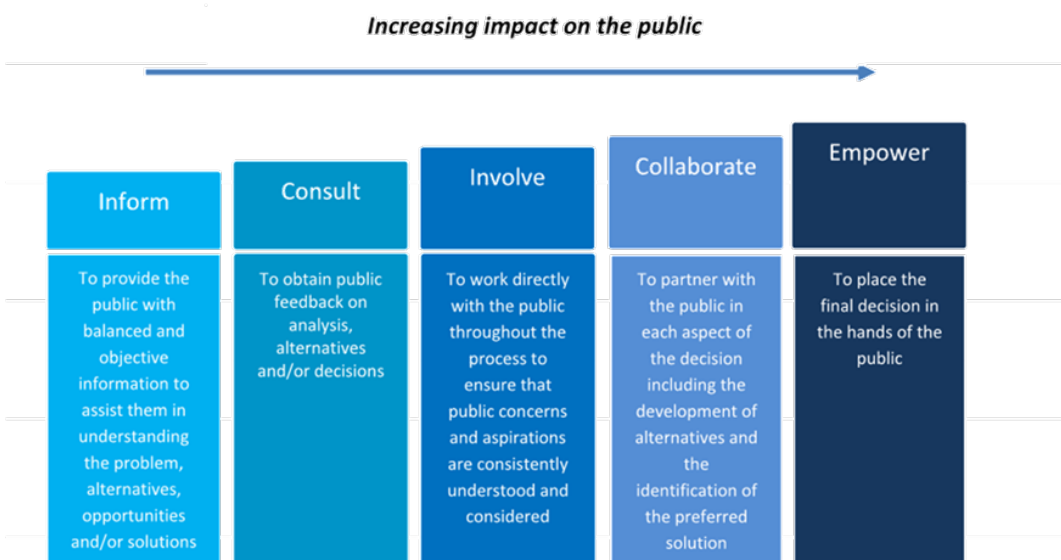


### 3.1. Considered and early engagement

Consultation is only one form of engagement; it is designed to obtain feedback on proposals. Council regularly consults on proposals through processes such as the Long-Term Plan and, when consulting, follows the principles of consultation set out in section 3.2.

Engagement is a broader, often ongoing process of sharing information with the community and seeking feedback with the purpose of involving the community in the decision-making process. It provides an opportunity for Council to better understand the views and preferences of interested and affected persons on a decision or proposal being considered by Council.

Council uses the International Association of Public Participation (IAP2) spectrum which indicates different engagement approaches from providing information through to community empowerment. This spectrum shows the increasing level of public impact as you progress through the spectrum.



Different levels of engagement are appropriate during the varying phases of decision-making and the IAP2 spectrum allows for different levels of engagement depending on the decision. In general, the more significant an issue, the more comprehensive the engagement process is expected to be.

Council is also committed to engaging early so that the decision-making process is well informed by those impacted by a decision. An assessment of the degree of significance of proposals and decisions, and the appropriate level of community engagement, will be considered in the earliest possible stages of a proposal, before decision-making occurs, and if needed, be reviewed as the proposal develops.



### *3.1.1. How does Council engage?*

Council works with its communities on a variety of levels including as customers, stakeholders, ratepayers, subject matter experts and partners. We also have working relationships with a wide range of groups such as community organisations, business organisations and government sectors.

We seek to have ongoing conversations with the community and use a wide variety of channels to do so including social media (Facebook and Neighbourly), the Council website, rates newsletter, local newspapers, radio, Annual and Long-Term Plans, elected members, public meetings, workshops, events, libraries, and surveys. Our community boards also have a specific responsibility for engaging with their communities of interest and advocating on their behalf.

Council is guided by the type and nature of the decision when determining how it will go about communicating and engaging with its communities. We have set out a guide to the different approaches and tools we may use in Schedule 2. The guide is intended to be indicative only and does not bind Council to a particular engagement process. As discussed, Council will also consider the significance of the matter and the extent to which views and preferences of those likely to be affected by, or have an interest in, the matter are already known in designing the engagement process.

Council will make available all information regarding decisions it makes in response to all submissions from the community.

### *3.1.2. Engaging with Māori*

Council respects the unique status of Māori in our community and is committed to continuing to build and strengthen our relationships and engaging in a range of ways to ensure we are providing opportunities for Māori to contribute to the decision-making processes.

One of our key mechanisms for engaging with Māori is working with the Māori Standing Committee to ensure the contributions of local iwi and marae are represented.

Council will engage with the Māori Standing Committee on matters of significance to Māori in our community and, in particular, where any matter involves a significant decision in relation to land or a body of water to ensure that the relationship of Māori and their culture and traditions with their ancestral land, water, sites, waahi tapu, valued flora and fauna and other tāonga are considered.

Council will also engage directly with iwi and marae representatives where appropriate.

Council recognises that early engagement is often the most effective, particularly for those decisions which have greater significance. We are committed to providing relevant information to inform Māori contribution and improve Māori access to the Council's engagement and decision-making processes.

### *3.1.3. When might Council not engage?*

There may be occasions when Council considers that it is not necessary or appropriate to engage with our communities on a particular matter. This includes when:

- » the decision is not of a nature or significance that requires engagement



- » Council already has an understanding of the views and preferences of interested or affected parties
- » a decision has already been made or the likely decision is apparent
- » there is a need for commercial sensitivity or confidentiality
- » the likely costs of the consultation are not in proportion to the benefits
- » there is a threat to public health and safety or significant damage to property
- » an urgent response is required and it is not reasonably practicable to engage.

### 3.2. Principles of consultation

When undertaking consultation, Council will follow the principles set out in section 82 of the Act:

- » identify the people who will or may be affected by or have an interest in the decision or matter
- » provide them reasonable access to relevant information in an appropriate format
- » give people clear information about the purpose of the consultation and scope of the decisions to be taken
- » encourage people to give their views
- » give people a reasonable opportunity to present their views in an appropriate way
- » listen to views with an open mind and give them due consideration
- » provide a clear record of decisions made and any other relevant material.

Where the Act requires Council to consult, we will make the following available to the public:

- » the proposal and reasons for it
- » an analysis of practical options
- » a draft of the proposed plan, policy or relevant document to be adopted (or proposed changes to the plan, policy or document being amended).

### 3.3. Special Consultative Procedure

In some circumstances, Council must use the special consultative procedure (SCP), such as when adopting or amending the Long-Term Plan and making, amending or revoking bylaws of significant interest to or impact on the public. The Council may also choose to use the SCP for other matters where not specifically required by legislation.

This procedure is set out in section 83 of the Act and requires the Council to prepare a statement of proposal and make this publicly available. A period of at least 1 month must be given for feedback, and Council must provide an opportunity for people to present their views through spoken interaction or using New Zealand signage.

When using the SCP, we will accept submissions in a variety of forms (e.g. online survey, paper form, email, phone etc.) and publicly advise of all the ways submissions are being accepted. We will also hold public hearings to provide an opportunity for people to present their views to Council and consider all submissions prior to making decisions.

## 4. Strategic Assets

Section 97 of the Act requires that any decision that significantly alters the level of service provided by the Council of a significant activity (including to commence or cease any activity) or transfers ownership or control of a strategic asset to or from the Council must be provided for and consulted on in the Long-Term Plan.

Strategic assets are defined in Section 5 of the Act as:

*“... an asset or group of assets that the local authority needs to retain if the local authority is to maintain the local authority’s capacity to achieve or promote any outcome that the local authority determines to be important to the current or future well-being of the community; and includes:*

- a) any asset or group of assets listed in accordance with section 76AA(3) by the local authority; and*
- b) any land or building owned by the local authority and required to maintain the local authority’s capacity to provide affordable housing as part of its social policy; and*
- c) any equity securities held by the local authority in –*
  - i. a port company within the meaning of the Port Companies Act 1998;*
  - ii. an airport company within the meaning of the Airport Authorities Act 1966.”*

Our list of strategic assets is provided in Schedule 3. Assets have been included where they are important in achieving Council’s community outcomes or where Council ownership or control is essential to the long-term provision of the associated service.

Significant decisions in relation to strategic assets are decisions that concern the whole asset group and not each individual components within the group, unless that component substantially affects the ability of the Council to deliver the service. It is the principle of provision of the services, not individual components, that make these asset groups strategic.

## 5. Review

This policy will be reviewed every three years. It may also be amended from time to time.

### Schedule 1 – Criteria and factors for assessing significance

Criteria	Key factors to consider in assessment of significance rating	
<i>When a decision is assessed as high on two or more criteria it is likely to be highly significant</i>	Degree of significance High ←————→ Low	
Importance to South Wairarapa	<ul style="list-style-type: none"> <li>• Creates or ceases an activity group</li> <li>• Large reduction in levels of service</li> <li>• Irreversible or difficult to reverse</li> </ul>	<ul style="list-style-type: none"> <li>• No change to an activity group</li> <li>• Little or no change in levels of service</li> <li>• Easily reversed</li> </ul>
Community Interest and impact on affected parties	<ul style="list-style-type: none"> <li>• High level of prior public interest or the potential to generate interest or controversy</li> <li>• Large division in community view on the decision</li> <li>• A moderate impact on a large proportion of the community or high impact on a moderate proportion</li> <li>• Large impact on specific group(s) of the population (e.g. Maori, youth, town) or individuals</li> </ul>	<ul style="list-style-type: none"> <li>• Low level of prior public interest or low chance of generating interest or controversy</li> <li>• General consensus in community view on the decision</li> <li>• Low impact on a limited number of individuals</li> <li>• No particular group of the population or individual affected</li> </ul>
Consistency with existing policies and strategies	<ul style="list-style-type: none"> <li>• Decision is substantially inconsistent with current policies and strategies</li> <li>• Decision is inconsistent with community outcomes</li> <li>• Is a new direction from a prior decision</li> </ul>	<ul style="list-style-type: none"> <li>• Decision is highly consistent with current policies and strategies</li> <li>• Decision aligns with community outcomes</li> <li>• Is a logical step from a prior decision</li> </ul>
Impact on Council's capacity and capability	<ul style="list-style-type: none"> <li>• High capital or operational expenditure</li> <li>• Large impact on Council's overall resources and rating level or debt</li> <li>• High impact on the Council being able to perform its role</li> </ul>	<ul style="list-style-type: none"> <li>• Low capital or operational expenditure</li> <li>• Small impact on Council's overall resources and rating level or debt</li> <li>• Low impact on the Council being able to perform its role</li> </ul>

### Schedule 2 – Community engagement

LEVEL	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
<b>Engagement goal</b>	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions	To obtain public feedback on analysis, alternatives and/or decisions	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered	To partner with the public in each aspect of the decision including the development of alternatives and the identified of the preferred solution	To place final decision making in the hands of the public
<b>Types of issues that we might use this for</b>	Annual Report Water restrictions Project updates	Bylaws Policy amendments Annual plan	Spatial Plan Long-Term Plan Policy development	Representation review	Local Body Elections Electoral voting systems
<b>Tools we might use</b>	Website Media releases Social media	Formal/informal submissions and hearings Surveys or feedback forms Focus groups Public meetings	Workshops Huis Surveys Focus groups Public meetings	External working groups (involving community experts)	Referendums Local Body Elections
<b>When the community can expect to be involved</b>	We would generally advise the community once a decision is made.	We would generally advise the community when a draft decision is made and generally provide the community with up to 4 weeks to participate and respond, unless there is good reason to have a shorter period.	We would generally provide the community with a greater lead in time to allow them time to be involved in the process.	We would generally involve the community at the start to scope the issue, again after information has been collected and again when options are being considered.	We would generally provide the community with a greater lead in time to allow them time to be involved in the process. e.g. typically a month or more.

### Schedule 3 – Strategic Assets

Below is a list of assets the Council considers strategic:

- » the roading network, including footpaths, street lighting and parking;
- » the wastewater network, oxidation ponds and pump stations;
- » the water treatment, storage and supply networks;
- » solid waste facilities;
- » the stormwater network and water races;
- » parks, reserves and sports fields;
- » swimming pool facilities;
- » libraries;
- » Council-owned buildings, including the ANZAC Hall, Waihinga Centre and Greytown Town Centre;
- » public toilets;
- » cemeteries;
- » senior housing.

**11.2 VERBAL UPDATE ON THE YOUTH ADVISORY GROUP**

**Author:** Alexandra Taia-Lehmstedt, Advisor, Community Development (Youth)

**Authoriser:** Rob Thomas, Manager, Stakeholder Relationships

**File Number:**

**PURPOSE**

To provide a verbal update to *councillors/members* of the Māori Standing Committee on the South Wairarapa Youth Advisory Group.

**BACKGROUND**

Our Youth Development Coordinator was employed on a 6-month contract from 4 March 2024 until 4 September 2024, this was followed by an extension to the contract to the end of the financial year, with funding provided by Te Whatu Ora.

The intent from Te Whatu Ora was to support a Youth Development Coordinator in the South Wairarapa to start delivering the Te Rautaki Rangatahi o Wairarapa: Wairarapa Youth Strategy.

The purpose of the strategy is to support the development of young people (12-24 years old) to grow into vibrant, optimistic and connected adults through positive participation, meaningful engagement, and the provision of positive environments and opportunities.

The Youth Development Coordinator supports high achievers through a leadership course called Youth Focus (leadership course) and runs a wellbeing programme for a larger cohort of kids at Kuranui College called Youth Kaimahi.

The Youth Development Coordinator works weekly with children at risk called Wananga Kids who have fallen through the gaps with government agencies.

Our Coordinator leads the region's youth agency network, supports the schools holiday program and delivered the 2024 Pack the Bus Christmas gift and food initiative for those in need.

The Youth Development Coordinator is currently developing a Youth Advisory Group and welcomes feedback from the Māori Standing Committee on establishing the advisory group, and further conversations about delivering the Te Rautaki Rangatahi o Wairarapa: Wairarapa Youth Strategy.

**APPENDICES**

**Nil**

### 11.3 GRANT ACCOUNTABILITY REPORT

**Author:** Robyn Ramsden, Community Democracy Advisor

**Authoriser:** Rob Thomas, Manager, Stakeholder Relationships

**File Number:** n/a

#### PURPOSE

To inform *councillors and members* of the Māori Standing Committee of the Grants Accountability returns since the last meeting.

#### EXECUTIVE SUMMARY

The South Wairarapa District Council Grants Policy Kaupapa Here Tono Pūtea says in section 9. Terms and Conditions/Ngā ture that – “*a completed funding outcomes report must be returned to SWDC prior to any future grant application being made.*”

On the application form authorisation section includes an agreement from recipients:

- I confirm that we will complete and return a grant accountability form within twelve months of the date the grant is paid out.
- The organisation will keep receipts and a record of all expenditure for seven years.
- Any unspent funds will be returned to SWDC.
- All expenditure will be accounted for in the Grants and Funding Report.

Staff are in the process of reminding previous recipients to provide accountability information on an updated form (attached).

#### BACKGROUND

The Māori Standing Committee is only one of two SWDC committees who can bestow grants to applicants. Grant applications are received via paper, pdf, email or and online form. Officers process the requests to the Māori Standing Committee and present the information according to the SWDC Grants Policy.

#### DISCUSSION

Whilst there is no requirement to accept the accountability reports from applicants, it is best practice for committees that assess and award grants to be confident that investment toward an applicant or project will deliver the intended outcomes, as detailed in the initial application. It is also a legal requirement for charities and incorporated societies to account for grants received in their financial year end reporting to the relevant agency. The Māori Standing Committee requested to see the list and can have successful grant recipients share their success with the committee.

This report lists grant recipients since the beginning of the triennium in September 2022 and to date we have not received any accountability reports. The table below lists the outstanding grant accountability reports given, and over time it is intended to update the committee of when the accountability reports are received.

To date, staff have contacted Pirihira Kingi and Pae Tū Mōkai O Tauria – turning bay about overdue accountability reports.





<b>Applicant</b>	<b>Pou</b>	<b>Amount</b>	<b>Due</b>	<b>Date Received</b>
Pirihira Kingi	Tau Toko	\$ 500	May 2024	
Pae Tū Mōkai O Tauria – turning bay	Tau Toko	\$ 1,000	May 2024	
Narida Hooper*	-	\$ 7,200	Jun 2026	
YouthLine	-	\$ 5,000	Nov 2024	
Wairarapa Whanau Trust	-	\$ 5,000	Nov 2024	
Whaiora Whanui Trust	Tau Toko	\$ 300	Mar 2025	
Georgia-May Hill	Tau Toko	\$ 1,000	May 2025	
Featherston rugby football club and Featherston netball club	Tau Toko	\$ 7,000	May 2025	
Deziah Aria Ataahua A-J Marion Araitī	Tau Toko	\$ 1,000	Jul 2025	
Hau Ariki Marae	Marae Wawata	\$ 9,000	Jul 2025	
Kuranui College – Kapahaka uniforms	Tau Toko	\$ 1,000	Jul 2025	
Whaiora Whanui Trust	Tau Toko	\$ 300	Mar 2025	
Kahutara School	Whakapapa	\$ 4,800	Dec 2025	
Kohunui Marae	Marae Wawata	\$ 3,045	Dec 2025	
Pae Tū mōkai o Tauira - He Kōtare Native Plant Nursery Potting Shed Development	Te Taiao	\$ 3,000	Dec 2025	

\*received a project time extension

## APPENDICES

Nil

**11.4 ACTION ITEMS REPORT****Author:** Robyn Ramsden, Community Democracy Advisor**Authoriser:** Rob Thomas, Manager, Stakeholder Relationships**File Number:** n/a**PURPOSE**

To present the Māori Standing Committee with updates on actions to January 2025.

**RESOLUTION**

That the Māori Standing Committee receive the Action Items Report.

**EXECUTIVE SUMMARY**

- Action items from recent meetings are presented to the Māori Standing Committee for information. The Chair may ask Council officers for comments 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 remain in a master register but no longer reported on.

**APPENDICES****Appendix 1 Action Items list to January 2025**

Number	Raised Date	Responsible Manager	Action or Task details	Open	Notes
358	2-Aug-22	S Corbett	<p>MSC NOTED: Action 358(a): To request the current Wellington Water budget and a report outlining the critical issues and risks including but not limited to: safe drinking water and wastewater management.</p> <p>Action 358(b) To schedule a half day Water Wananga with Māori, hapū, marae, iwi, Wellington Water and council officers</p>	Open	<p>26/08/2022: MSC Water Hui scheduled for 1 September 22 with Wellington Water and Council Officers. - <i>Hui cancelled.</i></p> <p>31/01/23: MSC to consider request following receipt of report (action 358(a))</p> <p>31/02/23 - <i>request for report to be circulated as soon as possible.</i></p> <p>6/3/23: These issues are to be addressed at a water hui that has been requested by officers - date TBC. 10/10/23.</p> <p><a href="#">6/1/2025: Three Waters replaced by Local Water Done Well 2024. Recommend closing action.</a></p>
359	2-Aug-22	S Corbett		Open	<p>6/3/23: As above. To be combined with 358..</p> <p><a href="#">6/1/2025: Recommend closing this action as it relates to action 358 (a) &amp; (b)</a></p>
147	18-Jul-23	R Thomas	<p>MSC NOTED: Action 147(a): clarification around if Cape Palliser paper trail is a council road or has it gone through the Māori land court?</p> <p>Action 147(b) 18/7/23 MSC proposed a steering group to work with Mr Hale, and K Mikaera MSC representative.</p>	Open	<p>6/10/23: A Bradley waiting on confirmation from the Roding team.</p> <p>10/10/23 updated details to specify paper road past Cape Palliser. Two of those blocks not Māori land, DOC are also at the end of the road. Investigating if we can get a proper sign "Private Access etc" and consult with locals around access.</p> <p>20/03/24: To be assigned to Pou Māori when they are appointed. The initial legal investigations have been explored and to close a paper road will take a number of months.</p> <p>30/07/24: currently working with roading staff. Issues with removing the paper road if there is an emergency. If the SWDC rescind the paper road the issues of inappropriate use and access remain. Mr Fenwick confirmed that there is endangered flora and fauna in the area.</p>

					<p>30/4/24: CEO asked for a meeting on the paper road. See Chair's report for more detail.</p> <p>6/1/2025: This is still in progress, a team from council led by Pou Māori are working with Ngati Hinewaka hapū to reach a solution. A plan has been discussed and includes the use of a by-law, comms plan, plant restoration, funding plan and project management. Will have further updates over the next month or two.</p>
148	18-Jul-23	MSC	Action 143: propose a steering group, with Mr Hale as Chair and Ms Mikaera MSC representative, protecting sites of significates.	Open	<p>30/01/24: Combine with 147 &amp; 149.</p> <p>Recommend closing this action as it is part of 147 (a) &amp; (b).</p>
149	18-Jul-23	R Thomas	Action 144: Freedom Camping bylaw work to include education on this site.	Open	<p>30/01/24: Freedom camping. Combine with 147 &amp; 148</p> <p>20/03/24: The freedom camping bylaw is set to be adopted by Council. If adopted, the next step is signage and communication, which will be implemented 1 July onwards.</p> <p>22/3/24: Freedom Camping bylaw going to Council on 27 March.</p> <p>30/4/24: Went to Council on 27 March. There is a sign out there. Take this issue to the meeting with CEO. Request for SWDC Communications around the camping bylaw.</p> <p>10/01/2025. Staff visited Tora on 10 Jan. The signage requires updating with the new 2024 bylaw quoted, the change to the period of camping permitted and to include the Council emblem. Bylaws team working with Comms regarding signage update.</p> <p>Now operational, recommend close action.</p>
156	10-Oct-23	R Thomas	<p>MSC NOTED:</p> <p>Action 156: Council officers to see if MSC can offer kiwi hall to Wairarapa Whanau Trust free of charge to help with venue costs.</p> <p>MSC requested council officers ask the communities facilities officer if the Kiwi</p>	Open	<p>30/1/24: Grant conversation potentially more complicated. MSC asked could Council offer a venue i.e. Kiwi Hall, as a way to reduce their operational costs.</p> <p>30/4/24: Still looking for a suitable venue. Feedback the Anzac Hall is cold and less friendly. Ongoing search for a suitable location.</p>

			Hall could be available to Whanau Trust free of charge as a way of reducing some of their operational costs.		13/1/2025: Summary update. They were offered a venue and declined it. Recommend close action.
<b>3</b>	30-Jan-24	MSC	Decisions to be made regarding the gifting of the Kakahu	Open	<p>Planning for the gifting ceremony started in June 24. Ceremony happened 19 Oct 24, at the Waihinga Centre.</p> <p>30/4/24: suggested storage of the kakahu to be at the Waihinga centre in a glass case.</p> <p>30/07/24: Kakahu for Council. Questions around how to best look after it. How best to transport it for ceremonies i.e. citizenship ceremonies. Reassured that any SWDC Mayor would be allowed to use it for special occasions. The history is going to be recorded. This action is assigned to the Pou Māori.</p> <p>6/1/2025: Pou Māori looking into an appropriate storage case for the kakahu and will write a protocol for it.</p>
<b>175</b>	30-Apr-24	J Smith	Pou Māori Narida Hooper will consult with Manager, Community Operations on the Lake Ferry Tender Process.	Open	6/1/2025: Pou Maori was part of the evaluation panel to consider tender application/s. MSC requested new leasee should do an induction with mana whenua to understand the significance of the site of Upokokiri and surrounding areas. MSC also noted that a covenant should be added to ensure that the leasee would not be permitted to build any two-storey structures at the camp site. Manager, Community Operations agreed.
<b>184</b>	30-Apr-24	J Smith	MSC requested Pou Māori write a quarterly newsletter with updates that could be shared with MSC members trustees and boards	Actioned	6/1/2025: operational quarterly newsletter. Actioned.
<b>369</b>	30-Jul-24	P Gardner	Action 369: Finance would rework the report into a more useful format as described by Ms Smith.	Actioned	29/10/2024: New format presented to Committee. Actioned.
<b>370</b>	30-Jul-24	P Gardner	Action 370: Committee members to be given milage forms as soon as possible.	Actioned	17/09/24: staff to provide a list of all meetings and forums to members.

					<a href="#">7/1/2025: operational. Actioned.</a>
<b>373</b>	30-Jul-24	P Gardner	Action 373 – request that staff link the Papawai – Mangarara Stream Catchment Group with Greater Wellington.	Actioned	29/10/2024: Actioned.
<b>377</b>	30-Jul-24	P Gardner	Action 377: invite Amber Craig to provide a brief on Te Whare Hangahanga is a co-housing idea at the September Forum.	Actioned	13/09/24: Invited over email to 17 October meeting. 8/1/2025: Invited to 11 March Forum.

**12 KARAKIA WHAKAMUTUNGA – CLOSING**

Kua mutu ā mātou mahi  
Mō tēnei wā  
Manaakitia mai mā katoa  
O mātou hoa  
O mātou whānau  
Aio ki te Aorangi

Our work is finished  
For the moment  
Blessing upon us all  
Our friends  
Our families  
Peace to the Universe