



# Living Together Committee

## *Te Komiti noho tahi*

Thursday, 6 June 2024  
*Rāpare, 6 Pipiri 2024*

Totara Room, Whakatāne District Council  
14 Commerce Street, Whakatāne  
9:00am

Chief Executive: Steph O'Sullivan  
Publication Date: 31 May 2024



**Live Streaming - *Ka whakapāho mataora te hui***

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**A Membership - *Mematanga***

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Mayor Dr V Luca

Councillor W B James - Chairperson

Councillor G L Dennis - Deputy Chairperson

Deputy Mayor L N Immink

Councillor N S Tánczos

Councillor T Boynton

Councillor A V Iles

Councillor J C Jukes

Councillor T O'Brien

Councillor J W Pullar

Councillor N Rangiaho

## **B Delegations to the Living Together Committee - *Tuku Mahi ki te Komiti***

### **B Delegations to the Living Together Committee - *Tuku Mahi ki te Komiti***

The purpose is to provide governance advice on community wellbeing, facilities, strategies, economic development, and associated policy and bylaws.

To promote and foster social cohesion, connection, and wellbeing.

To ensure facilities and programmes are provided that enhance and support community health and wellbeing.

#### **Specific functions and delegations**

- a. Develop, and monitor implementation of, Council's Community Development and other related Strategies
- b. Approve Council submissions to central government, councils and other organisations including submissions to any plan changes or policy statements
- c. Monitor the implementation of Te Toi Waka Whakareī – Council's Māori Relationship Strategy
- d. Approve all new road names in accordance with the Road Naming and Property Addressing Policy
- e. Progress the sale of properties as approved in the Long-term Plan and Annual Plan
- f. Consideration of proposals to change the status or revoke the status of a reserve as defined in the Reserves Act 1977 (including the hearing of submissions)
- g. Receive minutes of Community Boards
- h. Consider any recommendations from Community Boards and make a recommendation to the Council
- i. Develop and review associated bylaws (Note: the Council cannot delegate to a Committee the "make" (adopt) a bylaw)
- j. Develop, review and approve associated strategies, policies and plans (Note: the Council cannot delegate to a Committee the adoption of the policies associated with the Long-term Plan)
- k. To foster and promote strengthening civic engagement
- l. Receive minutes of the:
  - Whakatāne District Youth Council
  - Community Funding Committee
  - Four Community Boards

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## **1 Meeting Notices - *Ngā Pānui o te hui***

### **1 Meeting Notices - *Ngā Pānui o te hui***

#### **1. Live Streaming**

The Whakatāne District Council livestreams Council and Standing Committee meetings held in Tōtara Room, within the Council building. The webcast will live stream directly to Council's YouTube channel in realtime. The purpose of streaming meetings live is to encourage transparency of Council meetings. By remaining in the public gallery, it is understood your consent has been given if your presence is inadvertently broadcast. Please be aware the microphones in Totara Room are sensitive to noise, so please remain quiet throughout the meeting unless asked to speak.

#### **2. Health and Safety**

In case of an emergency, please follow the building wardens or make your way to the nearest exit. The meeting point is located at Peace Park on Boon Street. Bathroom facilities are located opposite the Chambers Foyer entrance (the entrance off Margaret Mahy Court).

#### **3. Other**

### **2 Apologies - *Te hunga kāore i tae***

No apologies have been received at the time of compiling the agenda.

### **3 Acknowledgements/Tributes - *Ngā mihimihi***

An opportunity for members to recognise achievements, to notify of events, or to pay tribute to an occasion of importance.

### **4 Conflicts of Interest - *Ngākau kōnatunatu***

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as an elected member and any private or other external interest they might have.

The Elected Member Register of Interest is available on the Whakatāne District Council website. If you wish to view the information, please click this

## **5 Public Participation - *Wānanga Tūmatanui***

### **5 Public Participation - *Wānanga Tūmatanui***

#### **5.1 Public Forum - *Wānanga Tūmatanui***

The Committee has set aside time for members of the public to speak in the public forum at the commencement of each meeting. Each speaker during the forum may speak for five minutes. Permission of the Chairperson is required for any person wishing to speak during the public forum.

With the permission of the Chairperson, Elected members may ask questions of speakers. Questions are to be confined to obtaining information or clarification on matters raised by a speaker.

#### **5.2 Deputation - *Ngā Whakapuaki Whaitake***

A deputation enables a person, group or organisation to make a presentation to Committee on a matter or matters covered by their terms of reference. Deputations should be approved by the Chairperson, or an official with delegated authority, five working days before the meeting. Deputations may be heard at the commencement of the meeting or at the time that the relevant agenda item is being considered. No more than two speakers can speak on behalf of an organisation's deputation. Speakers can speak for up to 5 minutes, or with the permission of the Chairperson, a longer timeframe may be allocated.

With the permission of the Chairperson, Elected members may ask questions of speakers. Questions are to be confined to obtaining information or clarification on matters raised by the deputation.



## **6 Confirmation of Minutes - *Te whakaaetanga o ngā meneti o te hui***

### **6 Confirmation of Minutes - *Te whakaaetanga o ngā meneti o te hui***

**THAT** the Living Together Committee confirm the minutes of its meeting, held on [4 April 2024](#) as a true and correct record.

#### **6.1 Minutes of Other Committees and Community Board Meetings**

##### **1. Recommendation - Tohutohu akiaki**

**THAT** The Living Together Committee receive the following minutes:

- Murupara Community Board [8 April 2024](#)
- Tāneatua Community Board [8 April 2024](#)
- Whakatāne-Ōhope Community [15 April 2024](#)
- Rangitāiki Community Board [17 April 2024](#)
- Community Funding Committee [7 May 2024](#)
- Murupara Community Board [20 May 2024](#)
- Whakatāne-Ōhope Community [20 May 2024](#)

## 7 Reports - *Ngā Pūrongo*

### 7 Reports - *Ngā Pūrongo*

#### 7.1 Road Naming and Property Addressing Policy Review



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To: **Living Together Committee**

Date: **Thursday, 6 June 2024**

Author: **S Ellis / Senior Strategic Policy Analyst**

Authoriser: **S Perdia / General Manager Strategy and Transformation**

Reference: **A2677409**

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#### 1. Reason for the report - *Te Take mō tēnei rīpoata*

The purpose of this report is for the Living Together Committee to adopt the draft Road Naming and Addressing Policy and Statement of Proposal for public consultation.

#### 2. Recommendations - *Tohutohu akiaki*

1. **THAT** the Living Together Committee **receive** the Road Naming and Addressing Policy Review report; and
2. **THAT** the Living Together Committee **approve** Option 1, which is to proceed with public consultation on the draft Road Naming and Addressing Policy (appendix 2); and
3. **THAT** the Living Together Committee **approve** the Statement of Proposal (appendix 3).

#### 3. Background - *He tirohanga whakamuri*

Under section 319(1)(j) of the Local Government Act 1974 (LGA74), one of the Council's powers in relation to roads is "to name and to alter the name of any road". Aside from this bare power in s319, neither the LGA74 nor any other legislation sets out criteria or considerations to be applied when a council exercises its power to name a road. Therefore, it is common practice for a Council to adopt a policy that gives effect to the naming of roads in their district.

Whakatāne District Council adopted its Road Naming and Property Addressing Policy (the policy) in 2014 and a review date was set for 2019. The review of this policy has taken longer than expected due to disruptions from the COVID-19 pandemic, resourcing constraints, and staff turnover. While this policy has been under review, consistent application of the policy has become increasingly difficult as the policy no longer aligns with Council's strategic priorities and strategies.

## 7.1 Road Naming and Property Addressing Policy Review(Cont.)

### 4. Issue/subject - *Kaupapa*

#### 4.1. The current policy

The current policy provides that it is the developer's responsibility to suggest appropriate names for new roads for Council to approve. In determining road name options, only one of the four policy objectives and one of the 12 principles provide guidance for recognising local identity and history as shown in the table below.

<b>Objective D</b>	<b>To ensure the character of the District is maintained and enhanced</b>
Principle F	Preference will be given to road names with cultural, historical or geographic significance, or in keeping with an existing theme.

In addition, names proposed by a developer must comply with the road naming and general criteria found in Appendix 1 of the current policy. These criteria, and the policy more generally, do not specifically address the use of Māori names, except to require consultation with Iwi when a Māori name is recommended.

In reviewing the current policy, the emphasis of the objectives and principles is largely on the procedural aspects of naming and numbering a road in accordance with AS/NZS 4819:2011 – Australian/New Zealand Standard for rural and urban addressing, with less emphasis on how the policy can protect and describe the district's identity and history.

#### 4.2. Issues with the current policy

Over the last few Long Term Plan cycles, Council has enhanced its strategic priorities and work programmes to strengthen Iwi/hapū relationships and improve Iwi/hapū participation in Council decision making processes, better aligning to the principles of the Treaty of Waitangi and Councils obligations under the Local Government Act 2002.

An issue arising from the existing policy is that, while the current policy provides for a wide range of options when proposing road names, it does not promote Council's relationship approach with local Iwi/hapū nor does it promote participation in the road naming process. Under the current policy, engagement with Iwi/hapū is optional and is only required when a Māori name is recommended. Therefore, it could be perceived that the road naming process is more difficult if a Māori name is proposed as there are additional steps.

This malalignment between strategy and policy/practice is, and will continue to, create confusion and misunderstanding for staff and developers.

#### 4.3. Reviewing the policy

The review of the policy and draft proposal has amended and improved the policy structure, language and sentences and proposed a modified road naming process to better align the policy with Council's Strategic Priorities in its Long Term Plan and internal strategies.

Outcomes we have sought to achieve through this policy review include ensuring a draft policy:

- aligns with our vision and strategic priorities;
- recognises the ancestral links of Iwi/hapū to their whenua;

## 7.1 Road Naming and Property Addressing Policy Review(Cont.)

- meets Council's legislative obligations;
- provides a clear process for applicants.

As part of the review process staff sought legal advice from Simpson Grierson around engagement with Iwi/hapū and the requirement for Māori names. While Council can determine as a matter of policy that it favours Māori names, making Māori names mandatory 'could be regarded as an unlawful fetter on the Council's discretion under the Local Government Act 1974 to determine the name of a road in any particular situation before it' and be vulnerable to judicial review. However, they advised it would be 'lawful and appropriate for it (*Council*) to require collaboration and engagement with Iwi/hapū over the selection of the potential names'.

As part of our review process, the Te Kotuia - Strategic Māori Partnerships team sought feedback from all Iwi; where feedback was provided this has been incorporated in the draft policy.

Finally, a Council briefing was held in May to discuss the proposed draft policy following staff's review. Further changes to the draft policy were made by Council following feedback from the briefing which can be found in Table 1.

### 4.4. Proposed changes to the policy

Both the current policy and the draft policy provide that the developer/applicant should suggest proposed names, on the basis that the final decision is the Council's, there has been no change to this.

Proposed changes have been made to the policy objectives which emphasise the importance the policy can play in describing the District's identity and history and ensuring Iwi/hapū are participating in the road naming process. These key changes are listed below.

#### Section 4.0: Objectives

- c. To ensure road names are reflective of the history, culture and identity of the area they are located in;
- d. To ensure Iwi/hapū are engaged in road naming processes and that ancestral linkages to land are considered.

The draft policy has lifted road naming options and criteria out of appendix 1 and brought them into the principles of the policy, encouraging the use of Māori names and requiring engagement with Iwi/hapū as a required step in the road naming process.

These key changes in the policy principles are identified below.

#### Section 5.0: Principles

- b. The use of Māori names is strongly encouraged by Council in order to strengthen the District's identity with its extensive and rich Māori history. However, the Council accepts that for some road names, other relevant local, historical, cultural, or environmental themes may mean that an alternative name is more appropriate or suitable in that situation.
- c. The proposed options and preference for naming new roads is the responsibility of the Applicant, in consultation with Iwi/hapū and must be approved by Council.
- d. Collaboration and engagement with Iwi/hapū is a required step in the road naming process.

## 7.1 Road Naming and Property Addressing Policy Review(Cont.)

g. In respect of emergency services, a road name should be... (see policy for full wording)

Additionally, the draft policy includes a range of amendments including policy reformatting, removal and additions of clauses, and wording changes. The proposed changes are summarised as follows,

**Table 1:** Changes to the Policy

Current Policy <i>See Appendix 1 of this report</i>	Draft Policy <i>See Appendix 2 of this report</i>	Changes to section in Draft Policy <b>*Reflect changes made post briefing</b>	Extent of Change
1.0 Introduction	1.0 Introduction	Removed last 2 paragraphs from current policy	Minor
2.0 Objectives	2.0 Background	<ul style="list-style-type: none"> <li>- Adopts AS/NZS 4819:2011 as base standard</li> <li>- Acknowledges the Treaty of Waitangi and ancestral linkages of hapū to their whenua.</li> <li>- Whakatāne District Council is the decision-maker for naming all roads</li> </ul>	Significant
3.0 Principles	3.0 Definitions	Additions: <ul style="list-style-type: none"> <li>- Affected Residents</li> <li>- Applicant</li> <li>- Iwi/hapū</li> </ul> Definitions separated for: Private Road and Private Way	Moderate
4.0 Definitions	4.0 Objectives	Objective a: minor wording changes Objective b: no change Objectives c and d changed to the following, c. To ensure road names are reflective of the history, culture and identity of the area they are located in; d. To ensure Iwi/hapū are engaged in road naming processes and that ancestral linkages to land are considered.	Minor to Significant
5.0 Background	5.0 Principles	Changes have been made to this section,  In particular, b. The use of Māori road names is strongly encouraged... <i>"This is likely to be the exception..." was removed</i> c. Proposed road name options are the responsibility of the developer in consultation with Iwi/hapū d. collaboration and engagement with Iwi/hapū is a required step in the road naming process.... <i>"and will be supported by staff where required" was added</i> g. In respect of emergency services...	Significant

**7.1 Road Naming and Property Addressing Policy Review(Cont.)**

6.0 Responsibility	X	Responsibility is now section 8.0 - Accountability	Minor
7.0 Road Naming Policy	6.0 Policy	Minor title change	Minor
7.1 Application of the Policy (7.1.1 – 7.1.5)	6.1 Application of the Policy (6.1.1 – 6.1.3)	<ul style="list-style-type: none"> <li>– Clauses the same</li> <li>– Removal of 7.1.4 and 7.1.5</li> </ul>	Minor
8.0 Naming a New Road or Private Way (8.1.1 – 8.1.7)	6.2 Naming a New Road (6.2.1 – 6.2.5)	<ul style="list-style-type: none"> <li>– 6.2.1 minor change</li> <li>– 6.2.2 Change in policy to engage with local iwi</li> <li>– 6.2.3 Submit up to 3 options to council, evidencing consultation (Appendix 1 – Guidelines to approach Iwi/Hapū; and Appendix 2 – The Application Process)</li> <li>– 6.2.4 – 6.2.5 minor change</li> <li>– Removal of 8.1.6 – 8.1.7</li> </ul>	Minor to Significant
8.3 Naming of Private Ways (8.3.1 – 8.3.3)	6.3 Naming of Private Roads or Private Ways (6.3.1-6.3.3)	Minor changes to wording	Minor
8.2 Renaming an existing road or private way (8.2.1 – 8.2.7)	6.4 Renaming an Existing Road, Private Road or Private Way (6.4.1 – 6.4.7)	<p>6.4.1 – New clause regarding Treaty Settlements not subject to this policy</p> <p>6.4.2 – same as 8.2.1</p> <p>6.4.3 – same as 8.2.2</p> <p>6.4.4 – 6.4.7 Significant changes (previously 8.2.4 - 8.2.7)</p> <p><b>6.4.4 – The applicant can be an individual, or group but, must be a property owner in the affected road or private way</b></p> <p><b>6.4.5 The applicant must provide evidence that all affected property owners and residents support the proposed change</b></p> <p><b>6.4.6 Once council has approved the proposal to change an existing road or private way, the applicant must follow the same process as for the naming of a new road</b></p> <p><b>6.4.7 ...required to provide evidence to Council of consultation with relevant Iwi/hapū....(moved from 6.4.5 and wording change)</b></p>	Minor to Significant

9.0 Property Addressing Policy	7.0 Property Addressing Policy	No change	No change
X	8.0 Accountability	Title change only Same as current policy section 6	Minor
X	9.0 Review	Added section	Minor

## 7.1 Road Naming and Property Addressing Policy Review(Cont.)

**Table 2: Changes to Appendices**

Draft Policy	Detail	Status in Draft Policy	
Appendix 1	Guidelines for engagement with Iwi/hapū	New <i>"This knowledge will demonstrate..." was removed following briefing</i>	
Appendix 2	Application Process	New (replaces previous Decision Tree)	
Appendix 3	Appropriate Road Types	No change	
Current Policy	Detail	Status in Draft Policy	Refer to New Policy
Appendix 1	Road naming Criteria	Removed	Section 5.0 Principles
	General Criteria	Removed	Section 2.0 Adopts AS/NZS 4819:2011 as base standard
	Appropriate Road Types	Remains	Now in Appendix 3
Appendix 2	Decision Tree	Removed	Replaced with Appendix 2 – Application Process

### 4.5. Proposed consultation

As amendments have been made to the policy, it is important to receive community feedback on these proposed changes. Public consultation is proposed to run from Monday 24 June 2024 – Monday 22 July 2024. The statement of proposal can be found in Appendix 3 of this report, and details of the consultation in section 6.2.2.

## 5. Options analysis - Ngā Kōwhiringa

### 5.1. Option 1: Draft Road Naming and Addressing Policy is adopted for consultation – preferred option.

This option involves Council consulting on the draft Road Naming and Addressing policy, and the public will then have the opportunity to provide a submission. This option is recommended, as it brings the policy in line with Council's vision and strategic priorities, provides a clearer process and meets our legislative obligations.

#### 5.1.1. Advantages

- Council is able to receive the public's views and opinions on the draft policy and in particular the modified process.

#### 5.1.2. Disadvantages

- There are no perceived disadvantages with consulting on this draft policy.

### 5.2. Option 2 – Do not consult on the draft policy

This option involves either moving to a decision to retain the current policy or requesting staff re-engage Council in workshops to draft a proposal. This option is **not recommended**, for reasons identified in section 4.2, Issues with the current policy.

## 7.1 Road Naming and Property Addressing Policy Review(Cont.)

### 5.2.1. *Advantages*

- It enables Council to resolve issues that a majority has with the proposed draft policy for consultation.

### 5.2.2. *Disadvantages*

- It slows the process of reviewing and improving a policy that has become misaligned with Council's Strategic Priorities and internal strategies.

## 6. Significance and Engagement Assessment - *Aromatawai Pāhekoheko*

### 6.1. **Assessment of Significance**

The decision and matters of this report are assessed to be of **moderate significance** in accordance with the Whakatane District Council's Significance and Engagement Policy.

The following criteria have been assessed in determining the level of significance.

- **Level of community interest** – Moderate to high
- There is anticipated to be community interest in the Road Naming and Addressing Policy review. There may be a moderate to high level of interest from stakeholders likely to engage in road naming processes including developers, local Iwi and hapū, and affected residents.
- **Level of impact on current and future wellbeing:** Moderate
- Road names are intended to be enduring, therefore any new road name given to a locality will have a lasting impact on our district.
- **Rating Impact:** Low
- No increase in rates is expected as a result of the decisions and matters associated with this report.
- **Consistency:** Low to moderate
- The preferred option (as outlined in this report) is consistent with Council's strategic direction. The existing policy is inconsistent with Council strategies.
- **Reversibility:** Low
- The policy will be reviewed in 5 years' time.
- **Impact on whānau/hapū/iwi:** Moderate to high
- The draft policy proposes that engagement with Iwi/ hapū be a required step in the road naming process recognising the significant ancestral links to their whenua, this is a change from the existing policy which only requires engagement with Iwi when a Māori name is proposed.
- **Impact on levels of service:** Low
- There is expected to be no change to the service levels provided by Council as a result of the decisions and matters associated with this report.
- **Impact on strategic assets:** Low
- The decisions and matters associated with this report will have no impact on the Council's Strategic Assets



## **7.1 Road Naming and Property Addressing Policy Review(Cont.)**

### **6.2. Engagement and community views**

Stakeholder views on our existing policy are known to Council through meetings and communication. We consider it appropriate to seek stakeholder and community views, through public consultation on the proposed draft policy as per section 5.1 of our Significance and Engagement Policy.

#### **6.2.1. Engagement to date**

Council staff have engaged with Iwi authority seeking their feedback on the Road Naming and Addressing Policy, this has been incorporated into the draft policy.

#### **6.2.2. Proposed public consultation on the draft policy**

Key stakeholders (including Iwi/hapū, developers) and the general public will have the opportunity to provide feedback on the Road Naming and Addressing Policy through a formal submission process. A Statement of Proposal has been developed to support consultation and is attached to this report as Appendix 3 for approval.

If the Council agrees to adopt the draft Policy and Statement of Proposal for public consultation, the consultation period will run for four weeks. The proposed dates are June 24 – July 22, 2024. Submitters will be offered an opportunity to be heard, followed by Council deliberations.

A robust engagement plan and communication plan is being developed which will include communication material (FAQs, statement of proposal) as well as an outline of engagement activities, including targeted emails, radio advertising, social media, Kōrero Mai website, Beacon advertising, and community newsletters.

## **7. Considerations - *Whai Whakaaro***

### **7.1. Financial/budget considerations**

- There are no budget considerations associated with the recommendations of this report.

### **7.2. Strategic alignment**

- This report has identified that the existing Road Naming and Addressing policy is inconsistent with Council's strategic priorities.
- Through our review process we have proposed changes in a draft policy to ensure strategic alignment.

### **7.3. Climate change assessment**

- There are no climate change implications arising from this policy review.

### **7.4. Risks**

Potential risks of this policy review include:

- Negative publicity, including media and social media coverage towards Council.
- Proposed consultation on the policy being considered to be insufficient.
- Reputational risk that Council's review of the existing policy will not address road naming applications currently in process.

### **7.1.1 Appendix 1 - Current Roothing Naming and Property Addressing Policy**

These risks are being managed by ensuring external stakeholders are identified and connected with, and by developing an engagement plan to support proactive media collateral and consistent key messages.

#### **8. Next steps - *Ahu whakamua***

The draft Road Naming and Addressing Policy is attached as Appendix 2 to this report. Consultation on the policy is proposed to take place from Monday 24<sup>th</sup> June 2024 to Monday 22<sup>nd</sup> July 2024.

Following the close of the submissions period, hearings and deliberations will take place shortly after, it is proposed that this occurs at the Living Together Committee meeting, Thursday 1<sup>st</sup> August 2024.

The draft policy will be amended to reflect the decisions made at the hearings and deliberations meetings, before going to either the Living Together Committee or full Council meeting for adoption.

#### **9. Attached to this report**

##### **Attached to this report:**

- **Appendix 1:** Current Road Naming and Property Addressing Policy
- **Appendix 2:** Draft Road Naming and Property Addressing Policy
- **Appendix 3:** Statement of Proposal

### **7.1.1 Appendix 1 - Current Roothing Naming and Property Addressing Policy**

**7.1.1 Appendix 1 - Current Road Naming and Property Addressing Policy(Cont.)**


CURRENT POLICY

POLICIES

# Road Naming and Property Addressing Policy

Adopted:  
Commences: 20 March 2014  
Review date: 20 March 2019

[www.whakatane.govt.nz](http://www.whakatane.govt.nz)



**WHAKATĀNE**  
District Council

### 7.1.1 Appendix 1 - Current Rooding Naming and Property Addressing Policy(Cont.)

#### 1.0 INTRODUCTION

The Council is responsible for the naming of roads and numbering of land and buildings, under section 319, 319A and 319B of the Local Government Act 1974 (LGA 1974). Road names and property numbers are used by a wide array of users for the accurate and quick identification of properties including; emergency services, postal and delivery services, personal visitors, service deliveries such as power, telephone and water. It is essential that properties have a formal and unique address by which they can be identified.

This Policy formalises the procedure that has been followed in previous years and creates certainty for applicants, the Council and the wider community.

A standard for street addressing has been developed by ICSM (Intergovernmental Committee on Surveying and Mapping), *AS/NZS 4819:2011 – Australian /New Zealand Standard — Rural and urban addressing*, and released for local governments and other organisations to voluntarily adopt. Whakatāne District Council has chosen to adopt this standard as the base criteria, along with additional guidelines to be used throughout the Whakatāne District.

#### 2.0 OBJECTIVES

The objectives of this policy are;

- a) To provide a consistent and logical approach to road naming and the numbering of properties in the Whakatāne District.
- b) To ensure the Council meets its obligations under the LGA 1974 when naming roads and numbering properties.
- c) To ensure a safer community by facilitating accurate property identification by emergency services.
- d) To ensure the character of the District is maintained and enhanced.

#### 3.0 PRINCIPLES

In the application of this policy, the Council will be guided by the following principles;

- a) This Policy should be read and applied alongside AS/NZS 4819:2011 – Australian /New Zealand Standard — Rural and urban addressing
- b) All road names will be determined through Council resolution, as set out in Section 319A of the LGA 1974.
- c) All road names, including those of roads and private ways, will be determined using the same criteria.
- d) The process for naming a road should be as smooth and efficient as possible.
- e) Costs associated with naming or renaming a road or private way will be borne by the applicant.
- f) Preference will be given to road names with cultural, historical or geographic significance, or in keeping with an existing theme.
- g) Naming of new roads or private ways will be the responsibility of the developer and must be approved by the Council.
- h) The Council does not encourage the changing of road names that are already well established unless good reason is provided.
- i) A change in road name will only be made if the Council consider that the change will result in a clear benefit to the community.

### 7.1.1 Appendix 1 - Current Road Naming and Property Addressing Policy(Cont.)

- j) A change in road name will only be considered if the owners of the land fronting the road or private way have been consulted to determine whether the majority are generally in agreement with the proposal.
- k) Council will only renumber properties where it is considered necessary to prevent confusion and provide clarity.
- l) Where a Māori name is suggested, consultation will be carried out with relevant iwi.

#### 4.0 DEFINITIONS

**Road** – The definition of road is given in Section 315 of the LGA 1974. For clarification this includes all Council roads, access ways and service lanes and state highways; it does not include motorways.

**Private way** – For the purposes of this policy ‘private way’ refers to both private road and private way, as defined by Section 315 of the LGA 1974.

**Road name** – For the purposes of this policy ‘road name’ is defined as the official name of a ‘road’ or ‘private way’ as defined above.

#### 5.0 BACKGROUND

Sections 319, 319A and 319B of the LGA 1974 apply to the naming and numbering of roads.

Council may name or alter the name of any road, under Section 319 LGA 1974.

Council may number or alter the number of any area of land, building or part thereof, under Section 319B LGA 1974.

#### 6.0 RESPONSIBILITY

The Whakatāne District Council is responsible for the application of this policy.

#### 7.0 ROAD NAMING POLICY

##### 7.1 Application of the Policy

- 7.1.1 The Road Naming Policy will apply to all roads, including any road vested in Council.
- 7.1.2 The Road Naming Policy will apply to private ways, where there are six or more address sites on a private way or the potential to develop six or more address sites (where potential to develop is determined at the point of subdivision).
- 7.1.3 Council has full discretion in deciding road names and may determine that a road name is not required.
- 7.1.4 The Road Naming Policy will only apply to formed roads and will not apply to unformed or paper roads unless Council deem necessary.
- 7.1.5 Naming a private way does not mean the Council is accepting responsibility for that private way, other than ensuring its name is in line with the Road Naming Policy and updating Land Information New Zealand (LINZ).

### 7.1.1 Appendix 1 - Current Roding Naming and Property Addressing Policy(Cont.)

#### 8.0 NAMING A NEW ROAD OR PRIVATE WAY

- 8.1.1 New roads or private ways are usually created as the result of a subdivision. At the point at which a Resource Consent is being considered, the developer should apply for any relevant new roads or private ways to be named and submit a "New Road Name Request Form".
- 8.1.2 It is the developer's responsibility to suggest appropriate names for any roads or private ways that are created or to be created, as a result of the subdivision. If a developer is having difficulty in choosing a name, they may wish to consult with local historians, community groups, Community Boards, iwi and members of the public. If the developer does not wish to provide options for a road name, Council staff will recommend appropriate names. At least three distinct names should be provided, with a preferred name signalled (eg. Dawson Road, McKay Point Road, Sheffield Drive). The three names should not be similar or derivative (eg. Dawson Road, Dawsons Lane, Dawson McKay Drive).
- 8.1.3 Evidence must be provided of consultation with landowners whose property address may change.
- 8.1.4 New road names are to comply with the Council's "Road Naming Criteria" attached as Appendix 1. If a Māori name is recommended, then consultation with relevant iwi is required, to ensure the name is spelt and interpreted correctly and deemed appropriate.
- 8.1.5 Council's General Manager Infrastructure will review the names and comments before providing a recommendation for resolution by Council to adopt a name.
- 8.1.6 *(Note: As at ... Council provided the Policy Committee with delegated authority to approve road names.)*
- 8.1.7 Where a previously un-named road or private way is vested in Council, the same process will apply.

#### 8.2 Renaming an existing road or private way

- 8.2.1 In general the Council does not promote the changing of existing road names. However, applications can be made to the Council to change a road name for a road, private way or part thereof, where one of the following applies;
- The change is required to correct a spelling mistake.
  - Two or more road names, in the District, have the same spelling or sound which causes confusion.
  - The layout of a road or private way causes confusion, including the presence of a permanently impassable section.
  - A geographical correction is required.
  - A road name has changed or been corrupted over time. The name and spelling that is currently in common use should be adopted rather than trying to reinstate an old name.
- 8.2.2 A change in road name will only be made if the Council consider that the change will result in a clear benefit to the community. There is no guarantee that an application for a road name change will be accepted.
- 8.2.3 When renaming an existing road or private way, the applicant or petitioners must agree to meet the costs incurred by the Council (including costs of signs, renumbering, administration, etc.).

### 7.1.1 Appendix 1 - Current Rooding Naming and Property Addressing Policy(Cont.)

- 8.2.4 When a name change is initiated by a member of the public, including an owner of a property on the road, a "Renaming Road Request Form" must be completed and a robust justification for the request provided. At least three distinct names should be provided, with a preferred name signalled (eg. Dawson Road, McKay Point Road, Sheffield Drive). The three names should not be similar or derivative (eg. Dawson Road, Dawsons Lane, Dawson McKay Drive). The new proposed names are to comply with the Council's "Road Naming Criteria" attached as Appendix 1.
- 8.2.5 The application must be accompanied by a list of comments of support signed by at least 80% of the owners whose properties front the road or private way (with one signature per property) in support of changing the road name and indicating their preferred choice. Staff can request further evidence of consultation with land owners opposed to the change be provided.
- 8.2.6 Where appropriate the application should be accompanied by research from the local historical society and Council Archives.
- 8.2.7 The proposed name change will be put to the relevant Community Board (or Boards where the road borders or cuts through more than one Community Board Area) for comment. If the road or private way currently has a Māori name or a Māori name is recommended, then consultation with relevant iwi is also required, to ensure the name is spelt and interpreted correctly and deemed appropriate. The proposed name change and any comments will be considered by the Council and authorised by a resolution of Council.

#### 8.3 Naming of Private Ways

- 8.3.1 Council does not have any statutory power to allocate names to private ways. If an applicant wishes to officially name a private way it must abide by this policy and the "Road Naming Criteria" attached as Appendix 1. Once the road name has been accepted by resolution of Council, the road name can then be officially recorded and recognised.
- 8.3.2 Generally, the naming of private ways will follow the same process as naming a new road. However, if there are multiple property owners then it would follow the process of renaming an existing road or private way.
- 8.3.3 Council has no responsibility for the signage, maintenance or upkeep of any private way.

#### 9.0 PROPERTY ADDRESSING POLICY

- 9.1.1 Council may allocate a number to any area of land or building or part of a building within its district and may change the number allocated to any such area of land or building, as set out in Section 319B of the LGA 1974.
- 9.1.2 Road numbers will be assigned within the standards set out in the *Australian/New Zealand Standards: Rural and urban addressing – AS/NZS 4819:2011*.
- 9.1.3 Rural roads will usually be numbered using the distance-based address numbering method. Rural roads are generally defined through the zoning of a property and neighbouring properties in the District Plan.
- 9.1.4 Urban roads will generally be numbered consecutively from the start of the road, with odd numbers on the left and even on the right.

**7.1.1 Appendix 1 - Current Road Naming and Property Addressing Policy(Cont.)**

- 9.1.5 If the zoning of a property changes, consideration will then be given to the suitability of the current numbering and renumbering may be required.
- 9.1.6 Council does not normally number properties off a private way, instead numbering from the adjoining, officially named road which gives access to the private way. The Council will give consideration to issuing separate numbers, only if the private way is officially named. Numbers will only be issued once the road name has been accepted through a resolution of Council.
- 9.1.7 In all cases where Council decides to renumber a road or private way, property owners and residents affected by the renumbering will be given a minimum of two weeks' notice.



### 7.1.1 Appendix 1 - Current Rooding Naming and Property Addressing Policy(Cont.)

#### Appendix 1

#### ROAD NAMING CRITERIA

Road names should reflect local historical, cultural or geographical significance, using the following criteria:

Cultural significance	The area/name is significant to Maori or a culture other than Maori. Supporting documentation will need to be provided.
Existing or common theme	Continuing an established theme in a neighbourhood. For multiple roads in a new subdivision, a common theme is recommended, ie, tree names, bird names, etc.
Significant feature	Includes geographic, landscape, flora or fauna local to the area. Naming after features which do not exist in the area should be avoided, ie, Pukeko Close is appropriate, Giraffe Avenue is not.
Historical event or person	The name of a notable local historical event or person. Proof will need to be provided. Naming after living or recently deceased should be avoided. Communication with surviving relatives should be carried out where appropriate.
Personal name for special service	The names of local residents who have achieved prominence in their chosen field such as art, sport, commerce, community service, politics, etc. Naming after living or recently deceased should be avoided. Communication with surviving relatives should be carried out where appropriate.

#### 1.0 GENERAL CRITERIA:

- 1.1.1 Requests from developers will be given regard when naming new roads in subdivisions.
- 1.1.2 Names cannot be offensive, insensitive or commercially based, ie. not Harvey Norman Place.
- 1.1.3 Names should be easy to spell, pronounce and have an appropriate meaning.
- 1.1.4 Names should be no longer than 15 characters in length (exclusive of the road type).
- 1.1.5 When wishing to use a personal name, consideration should be given to using only the surname, ie. Fairbrother Street rather than William Fairbrother Street.
- 1.1.6 The use of hyphens to connect parts of names should be avoided. Either run together if applicable or use as two separate words, ie. naming after Fred Andrews-Jones, use Andrews Jones Street.
- 1.1.7 To ensure clarity, diacritical marks should not be used, except for the use of macrons for Māori names.
- 1.1.8 Short names should be chosen for short roads for cartographic purposes.

**7.1.1 Appendix 1 - Current Roding Naming and Property Addressing Policy(Cont.)**

- 1.1.9 A new road shall not be named the same, or similar to a road already in existence in the district.
- 1.1.10 Avoid names with identical sounds but different spellings, ie. Beach/Beech.
- 1.1.11 A new road name should not repeat or be similar to one used up to 5km into a bordering local authority.
- 1.1.12 Where a new road is within 5 km of a bordering local authority, a check must be made (either through NZ Post or LINZ) to ensure that the same, or a similar road name is not in existence in that authority.
- 1.1.13 The possessive or plural "s" form should not be used, ie. Lawson Road, not Lawsons Road.
- 1.1.14 Cardinal points of the compass as a prefix or suffix to a road name should not be used.
- 1.1.15 The road type should appropriately match the definition of the suffix. An excerpt from *AS/NZS 4819:2011* is provided below as a guide. Other road types may be considered.

**2.0 APPROPRIATE ROAD TYPES:**

Appropriate Road Types as outlined in *AS/NZS 4819:2011*;

Road Type	Abbreviation	Description	Open ended	Cul-de-sac	Pedestrian only
Alley	Aly	Usually narrow roadway in a city or towns.	√	√	
Arcade	Arc	Covered walkway with shops along the sides.			√
Avenue	Ave	Broad roadway, usually planted on each side with trees.	√		
Boulevard	Blvd	Wide roadway, well paved, usually ornamented with trees and grass plots.	√		
Circle	Cir	Roadway that generally forms a circle; or a short enclosed roadway bounded by a circle.	√	√	
Close	Cl	Short enclosed roadway.		√	
Court	Crt	Short enclosed roadway, usually surrounded by buildings.		√	
Crescent	Cres	Crescent shaped roadway, especially where both ends join the same thoroughfare.	√		
Drive	Dr	Wide roadway without many cross-streets.	√		

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**7.1.1 Appendix 1 - Current Roding Naming and Property Addressing Policy(Cont.)**

Road Type	Abbreviation	Description	Open ended	Cul-de-sac	Pedestrian only
Esplanade	Esp	Level roadway along the seaside, lake, or a river.	√		
Glade	Gld	Roadway usually in a valley of trees.	√	√	
Green	Grn	Roadway often leading to a grassed public recreation area.		√	
Grove	Grv	Roadway that features a group of trees standing together.		√	
Highway	Hwy	Main thoroughfare between major destinations.	√		
Lane	Lane	Narrow roadway between walls, buildings or a narrow country roadway.	√	√	√
Loop	Loop	Roadway that diverges from and rejoins the main thoroughfare.	√		
Mall	Mall	Wide walkway, usually with shops along the sides.			√
Mews	Mews	Roadway in a group of houses.		√	
Parade	Pde	Public roadway or promenade that has good pedestrian facilities along the side.	√		
Place	Pl	Short, sometimes narrow, enclosed roadway.		√	
Promenade	Prom	Wide flat walkway, usually along the water's edge.			√
Quay	Qy	Roadway alongside or projecting into the water.	√	√	
Rise	Rise	Roadway going to a higher place or position.	√	√	
Road	Rd	Open roadway primarily for vehicles.	√		
Square	Sq	Roadway which generally forms a square shape, or an area of roadway bounded by four sides.	√	√	
Steps	Stps	Walkway consisting mainly of steps.			√

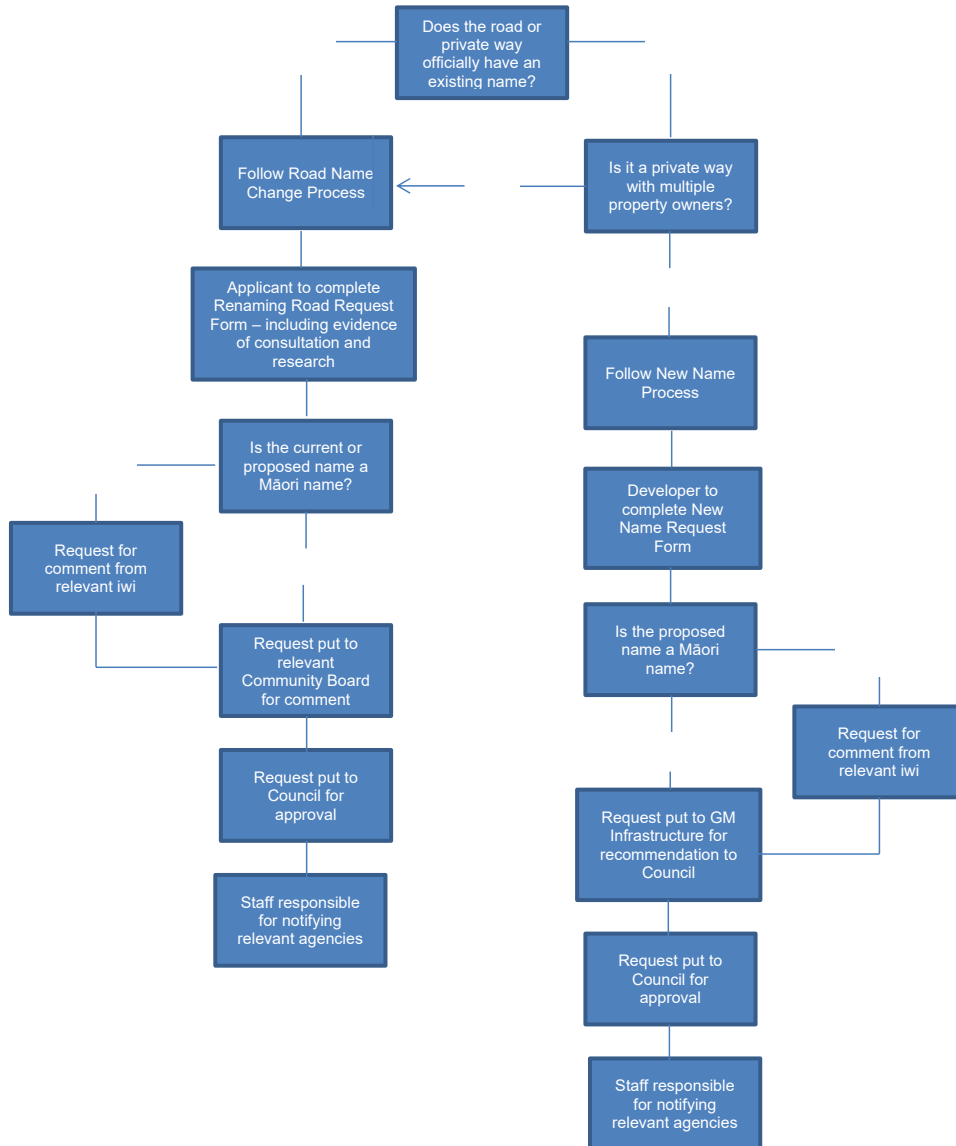
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**7.1.1 Appendix 1 - Current Roding Naming and Property Addressing Policy(Cont.)**

Road Type	Abbreviation	Description	Open ended	Cul-de-sac	Pedestrian only
Street	St	Public roadway in an urban area, especially where paved and with footpaths and buildings along one or both sides.	√		
Terrace	Tce	Roadway on a hilly area that is mainly flat.	√	√	
Track	Trk	Walkway in natural setting.			√
Walk	Walk	Thoroughfare for pedestrians.			√
Way	Way	Short enclosed roadway.		√	√
Wharf	Whrf	A roadway on a wharf or pier.	√	√	√

**7.1.1 Appendix 1 - Current Road Naming and Property Addressing Policy(Cont.)**

**Appendix 2 - Decision Tree  
 (attached for reference only)**



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**7.1.2 Appendix 2 - DRAFT Road Naming and Property Addressing Policy**

**7.1.2 Appendix 2 - DRAFT Road Naming and Property Addressing Policy**

**7.1.2 Appendix 2 - DRAFT Road Naming and Property Addressing Policy(Cont.)**


POLICIES

DRAFT POLICY

# Road Naming and Property Addressing Policy

*Te Kaupapa Here Tapanga Huarahi me te  
Whakanama Rawa*

Adopted: [Date]  
Commenced: [Date]  
Review date: [Date]

  
**WHAKATĀNE**  
District Council

[www.whakatane.govt.nz](http://www.whakatane.govt.nz)

**7.1.2 Appendix 2 - DRAFT Road Naming and Property Addressing Policy(Cont.)**

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## 7.1.2 Appendix 2 - DRAFT Road Naming and Property Addressing Policy(Cont.)

### 1.0 INTRODUCTION – KUPU WHAKATAKI

Council is responsible for the naming of roads and numbering of land and buildings, under Section 319, 319A and 319B of the Local Government Act 1974 (LGA 1974). Road names and property numbers are used by a wide array of users for the accurate and quick identification of properties including: emergency services, postal and delivery services, personal visitors and utilities such as power, telephone and water. It is essential that properties have a formal and unique address by which they can be identified.

### 2.0 BACKGROUND – HE TIROHANGA WHAKAMURI

Named roads can be both public and private roads, including Māori roadways and right of ways. Names are generally required for new roads in subdivisions or when previously unformed roads are constructed. In addition, existing roads may be renamed.

The standard for road naming is set within the Australian/New Zealand Standard (AS/NZS 4819:2011) and are mandatory. Whakatāne District Council adopts this standard as the base criteria, along with additional guidelines.

The Road Naming and Addressing Policy is acknowledged as having a significant impact on the way the District is described through ensuring the identity and history of our area is intact and protected.

The Council acknowledges the need for a Road Naming Policy to take appropriate account of the principles of the Treaty of Waitangi (Te Tiriti o Waitangi), recognising the significant ancestral linkages of hapū to their whenua. This policy aims to ensure there is a process to actively engage with Iwi/hapū when naming roads, in a collaborative and respectful manner, emphasising the importance of partnership, participation and protection.

Whakatāne District Council is the decision-maker for the naming of all roads in the Whakatāne District pursuant to Section 319(1)(j) of the LGA 1974.

### 3.0 DEFINITIONS – NGĀ TIKANGA O NGĀ KUPU

**Affected Residents** – residents whose address will change when renaming a road.

**Applicant** – A person or representative who submits an application to name or rename a road. Typically, a developer who is applying to Council for a Resource Consent for a subdivision.

**Iwi/Hapū** - means the authority which represents an Iwi and/or hapū which is recognised by that Iwi/hapu as having authority to do so.

**Private road**– For the purposes of this policy ‘private road’ is defined by Section 315 of the LGA 1974.

**Private way** – For the purposes of this policy ‘private way’ is defined by Section 315 of the LGA 1974.

**Road** – The definition of road is given in Section 315 of the LGA 1974. For clarification, this includes all Council roads, access ways and services lanes and state highways; it does not include motorways.

## 7.1.2 Appendix 2 - DRAFT Road Naming and Property Addressing Policy(Cont.)

**Road Name** – In reference to a road: means the word or name used to identify the road but excludes the road type for example, Crescent, Place, Street etc.

### 4.0 OBJECTIVES – NGĀ WHĀINGA

The objectives of this policy are:

- a) To provide a clear process for Road Naming and Numbering of Land and Buildings;
- b) To ensure that Whakatāne District Council meets its obligations under the LGA 1974 when naming roads and numbering properties;
- c) To ensure road names are reflective of the history, culture and identity of the area they are located in;
- d) To ensure Iwi/hapū are engaged in road naming processes and that ancestral linkages to land are considered.

### 5.0 PRINCIPLES - NGĀ MĀTĀPONO

To ensure that all new road names are clear, relevant to the locality, reflect the identity of Iwi/hapū of that particular area, and conform to the National Standards for road naming (AS/NZS 4819:2011), the following principles must be adhered to when developing proposed road names in the Whakatāne district for the consideration and approval by the Whakatāne District Council.

- a) In accordance with the National Standards section 4.2.2, any road (including private roads, private ways, and access ways) that serve six (6) or more lots, requires a road name.
- b) The use of Māori road names is strongly encouraged by Council in order to strengthen the District's identity with its extensive and rich Māori history.  
However, the Council accepts that for some road names, other relevant local, historical, cultural or environmental themes may mean that an alternative name is more appropriate or acceptable in that situation.
- c) The proposed options and preference for naming new roads, private roads and private ways is the responsibility of the Applicant, in consultation with Iwi/hapū and must be approved by Council (see Appendix 1 and 2).
- d) Collaboration and engagement with Iwi/hapū is a required step in the road naming process (see Appendix 1 and 2), the applicant is strongly encouraged to undertake it themselves and will be supported by council staff where required.
- e) Costs associated with naming or renaming a road or private way will be borne by the applicant.
- f) A road name should be reflective of the history, culture and identity of the area they are located in, and not be offensive racist, derogatory or demeaning.
- g) In respect of emergency services, a road name should be:

### 7.1.2 Appendix 2 - DRAFT Road Naming and Property Addressing Policy(Cont.)

- Easy to spell and pronounce<sup>1</sup>,
- Unique and not duplicated within the Whakatāne District, as well as neighbouring districts of Kawerau and Ōpōtiki,
- Short for ease of use.

However, Council retains the authority to exercise discretion regarding matters of cultural significance.

- h) The Whakatāne District Council considers that road names are intended to be enduring, therefore the renaming of roads is strongly discouraged, unless there are compelling issues or reasons to support the change (refer to clause 6.4.2)

## 6.0 POLICY – TE KAUPAPA HERE

### 6.1 Application of the Policy

- 6.1.1 The Road Naming and Property Addressing Policy will apply to all roads, including any road vested in Council.
- 6.1.2 The Road Naming and Property Addressing Policy will apply to private ways and private roads,
- 6.1.3 The Road Naming and Property Addressing Policy will only apply to formed roads and will not apply to unformed or paper roads unless Council deems it necessary.

### 6.2 Naming a New Road

- 6.2.1 New roads are generally created as the result of a subdivision. It is the Applicant's responsibility to complete a road naming application at the point at which the Resource Consent is being considered.
- 6.2.2 The Applicant will need to engage with the local Iwi (who may delegate to a Hapū authority) in developing up to three road name options.
- 6.2.3 Following consultation, up to three proposed options should be submitted in order of preference and include a rationale for each name being included. Evidence of consultation with iwi/hapū must be provided. (Refer to appendix 1 for guidelines to approach Iwi/hapū, and appendix 2 for the application process).
- 6.2.4 The General Manager Infrastructure will review the names and comments and prepare a report for Council providing a recommendation to Council to adopt a name.
- 6.2.5 Council has full discretion in deciding road names and may determine that the road name options are not suitable, and the process requires repeating.

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<sup>1</sup> AS/NZS 4819:2011 section 3.2.8 Ease of use of locality name: A locality name should be easily pronounced, spelt, and understood when written or spoken; however, in the case of indigenous languages it is accepted that a traditional name which might appear at first to be complex will, over time, become more familiar and easier to use.

## 7.1.2 Appendix 2 - DRAFT Road Naming and Property Addressing Policy(Cont.)

### 6.3 Naming of Private Roads or Private Ways

- 6.3.1 Council does not have any statutory power to approve the names of private roads or ways. If an applicant wishes to officially name a private road or way, it must abide by this policy. Once the private road or way name has been accepted by resolution of Council, the name can then be officially recorded and recognised.
- 6.3.2 The naming of private roads and ways must follow the same process as naming a new road. If there are multiple property owners, then the application must be accompanied by letters of support signed by all of the owners whose properties access the private road or way (that is, one signature per property in support of the road name). Staff can request further evidence of consultation if necessary.
- 6.3.3 Naming a private road or way does not mean Council is accepting responsibility for that private road or way. Council has no responsibility for the signage, maintenance, or upkeep of any private road or way.

### 6.4 Renaming an Existing Road, Private Road or Private Way

- 6.4.1 Road name changes as directed through legislation, including Treaty Settlements will not require approval by the Council and are not subject to this policy.
- 6.4.2 The Council does not promote the changing of existing road names. However, applications can be made to change the name of a road, private way, or part thereof, where the following applies:
- a) The change is required to correct a spelling mistake;
  - b) Two or more road names in the district, have the same spelling or sound, which is causing confusion;
  - c) The layout of a road or private way causes confusion, including the presence of a permanently impassable section;
  - d) A geographical correction is required;
  - e) The change is required for reasons of cultural significance.
- 6.4.3 A change in road name will be made only if Council consider that the change will result in a clear benefit to the community. There is no guarantee that an application for a change of road name will be accepted.
- 6.4.4 The applicant can be an individual or group but, must be a property owner in the affected road or private way.
- 6.4.5 The applicant must provide evidence that all the affected property owners and residents support the proposed change. A proposal to rename a road or private way, with the evidence of affected property owners and residents, must be approved by Council. The proposal can be delivered by deputation or public form to the relevant Council Committee or by a report from staff containing the proposal. Council may exercise their discretion in considering the evidence of affected property owners and residents if deemed appropriate.
- 6.4.6 Once Council has approved the proposal to change an existing road or private way, the applicant must follow the same process as for the naming of a new road.

## 7.1.2 Appendix 2 - DRAFT Road Naming and Property Addressing Policy(Cont.)

- 6.4.7 The applicant is required to provide evidence to Council of consultation with the relevant Iwi/hapu, this must include views on the proposed change.
- 6.4.8 The Applicant must agree to meet the costs incurred by Council (including costs of signs, renumbering, administration, and engagement etc). The Council may choose to contribute to these costs if there is deemed to be a wider public benefit in renaming the road.

### 7.0 PROPERTY ADDRESSING POLICY – TE KAUPAPA HERE WHAKANAMA RAWA

- 7.1.1 Council may allocate a number to any area of land or building or part of a building within its district and may change the number allocated to any such area of land or building, as set out in Section 319B of the LGA 1974.
- 7.1.2 Road numbers will be assigned within the standards set out in the Australian/New Zealand Standards: Rural and urban addressing – AS/NZS 4819:2011.
- 7.1.3 Rural roads will usually be numbered using the distance-based address numbering method. Rural roads are generally defined through the zoning of a property and neighbouring properties in the District Plan.
- 7.1.4 Urban roads will generally be numbered consecutively from the start of the road, with odd numbers on the left and even on the right.
- 7.1.5 If the zoning of a property changes, consideration will then be given to the suitability of the current numbering and renumbering may be required.
- 7.1.6 Council does not normally number properties off a private way, instead numbering from the adjoining officially named road which gives access to the private way. The Council will consider issuing separate numbers only if the private way is officially named. Numbers will only be issued once the road name has been accepted through a resolution of Council.
- 7.1.7 In all cases where Council decides to renumber a road or private way, property owners and residents affected by the renumbering will be given a minimum of two weeks' notice.

### 8.0 ACCOUNTABILITY – TAKOHANGA

Whakatāne District Council is responsible for the application of this policy.

### 9.0 REVIEW – TE AROTAKE

This policy will be reviewed in five years, the next review is scheduled for 2029.

## 7.1.2 Appendix 2 - DRAFT Road Naming and Property Addressing Policy(Cont.)

### 10.0 APPENDIX 1 - KUPU ĀPITI 1

#### *Guidelines for engagement with Iwi/hapū authorities*

Engaging with local Iwi/hapu authorities is a crucial aspect of responsible and culturally sensitive development. When seeking to consult with Iwi/hapū authorities for the purpose of selecting a suitable road name, it is important to approach the engagement process with respect, openness, and a commitment to fostering positive relationships. The following guidelines can help developers navigate this engagement:

#### **1. Research and Understand the Iwi/hapū:**

Before initiating contact, conduct thorough research to understand the cultural values, history, and significant landmarks of each Iwi/hapū. Council staff can assist to identify the correct Iwi authority (note in some areas you may be required to speak to more than one as boundaries intersect).

#### **2. Identify Key Contacts:**

The first approach should be to reach out to the appropriate Iwi authority who can provide direction for your engagement. This may be with the Iwi and/or may include local hapū, tribal leaders, cultural advisors, or community liaison officers. Establishing contact with Iwi first is essential for effective engagement. Council staff can assist if required.

#### **3. Schedule a Preliminary Meeting:**

Request a preliminary meeting to introduce yourself, your development project, and the purpose of engagement. Clearly express your desire to collaborate and seek their guidance on identifying culturally appropriate street name options.

#### **4. Provide Project Information:**

Share detailed information about your development, including its location, purpose, and any relevant themes or historical context.

#### **5. Respect Cultural Protocols:**

Familiarise yourself with the cultural protocols and tikanga (customs) of each Iwi/hapū. Be prepared to follow these protocols during meetings and engagements, showing respect for their cultural practices.

#### **6. Collaborative Naming Process:**

Iwi/Hapū representatives should be involved in the naming process. This collaboration ensures that the selected names are culturally meaningful and resonate with the community. Maintain flexibility and be open to adjustments based on their feedback.

### 7.1.2 Appendix 2 - DRAFT Road Naming and Property Addressing Policy(Cont.)

#### **7. Discuss Symbolism and Significance:**

Engage in discussions about the symbolism and significance behind proposed street names. Ensure that the names chosen reflect the shared values and history of the iwi, fostering a sense of pride and connection within the community.

#### **8. Document Agreements:**

Record agreements, decisions, and any specific requirements discussed during the engagement. This documentation ensures clarity and serves as a reference point for both parties, this is also required for Council processes under policy 6.4.5.

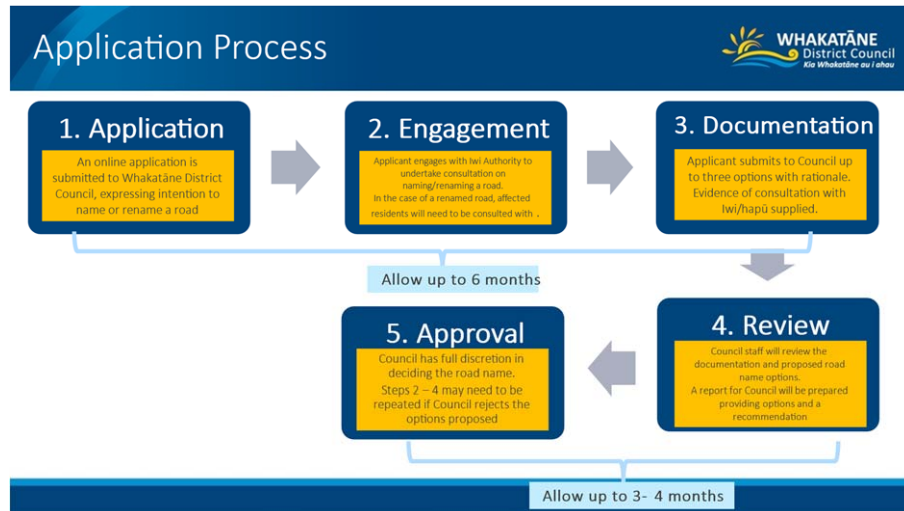
#### **10. Maintain Ongoing Communication:**

Establish a communication plan to keep the Iwi/Hapū informed about the development's progress. Maintain an open line of communication for any future considerations or collaborations.

*The developer must be aware that in some instances the process for naming a road is not clear cut and could take longer than expected and may be subject to the internal processes of the Iwi/hapū authority concerned.*

7.1.2 Appendix 2 - DRAFT Road Naming and Property Addressing Policy(Cont.)

11.0 APPENDIX 2 - KUPU ĀPITI 2



*Note:* Following approval, Council will notify LINZ of the road name or road name change. LINZ maintain the official national record of all road names and property numbers in New Zealand. They assess all numbering and naming proposals from councils against the national standards and guidelines before adding them to the official record.



**7.1.2 Appendix 2 - DRAFT Road Naming and Property Addressing Policy(Cont.)**

**12.0 APPENDIX 3 – KUPU KUPU ĀPITI 3**

Appropriate Road Types as outlined in *AS/NZS 4819:2011*;

Road Type	Abbreviation	Description	Open ended	Cul-de-sac	Pedestrian only
Alley	Aly	Usually narrow roadway in a city or towns.	√	√	
Arcade	Arc	Covered walkway with shops along the sides.			√
Avenue	Ave	Broad roadway, usually planted on each side with trees.	√		
Boulevard	Bldv	Wide roadway, well paved, usually ornamented with trees and grass plots.	√		
Circle	Cir	Roadway that generally forms a circle; or a short enclosed roadway bounded by a circle.	√	√	
Close	Cl	Short enclosed roadway.		√	
Court	Crt	Short enclosed roadway, usually surrounded by buildings.		√	
Crescent	Cres	Crescent shaped roadway, especially where both ends join the same thoroughfare.	√		
Drive	Dr	Wide roadway without many cross-streets.	√		
Esplanade	Esp	Level roadway along the seaside, lake, or a river.	√		
Glade	Gld	Roadway usually in a valley of trees.	√	√	
Green	Grn	Roadway often leading to a grassed public recreation area.		√	
Grove	Grv	Roadway that features a group of trees standing together.		√	
Highway	Hwy	Main thoroughfare between major destinations.	√		
Lane	Lane	Narrow roadway between walls, buildings or a narrow country roadway.	√	√	√
Loop	Loop	Roadway that diverges from and rejoins the main thoroughfare.	√		
Mall	Mall	Wide walkway, usually with shops along the sides.			√
Mews	Mews	Roadway in a group of houses.		√	
Parade	Pde	Public roadway or promenade that has good pedestrian facilities along the side.	√		
Place	Pl	Short, sometimes narrow, enclosed roadway.		√	
Promenade	Prom	Wide flat walkway, usually along the water's edge.			√
Quay	Qy	Roadway alongside or projecting into the water.	√	√	
Rise	Rise	Roadway going to a higher place or position.	√	√	
Road	Rd	Open roadway primarily for vehicles.	√		
Square	Sq	Roadway which generally forms a square shape, or an area of roadway bounded by four sides.	√	√	
Steps	Stps	Walkway consisting mainly of steps.			√
Street	St	Public roadway in an urban area, especially where paved and with footpaths and buildings along one or both sides.	√		
Terrace	Tce	Roadway on a hilly area that is mainly flat.	√	√	
Track	Trk	Walkway in natural setting.			√
Walk	Walk	Thoroughfare for pedestrians.			√
Way	Way	Short enclosed roadway.		√	√
Wharf	Whrf	A roadway on a wharf or pier.	√	√	√

**7.1.3 Appendix 3 - Statement of Proposal**

**7.1.3 Appendix 3 - Statement of Proposal**

**7.1.3 Appendix 3 - Statement of Proposal(Cont.)**

STATEMENT OF PROPOSAL

# Road Naming and Addressing Policy

Whakatāne District Council is seeking feedback on its proposed changes to the Road Naming and Addressing Policy.

**CONSULTATION**

*Monday 24 June – Monday 22 July*

[whakatane.govt.nz](http://whakatane.govt.nz)



### 7.1.3 Appendix 3 - Statement of Proposal(Cont.)

New Zealand legislation, under the Local Government Act 1974, gives Council the power to name a road. Aside from this basic authority, how Council decides on a suitable name is up to Council. A policy is a useful framework for guiding a road naming process.

In 2014 Council adopted its Road Naming and Addressing Policy, which applies to the whole Whakatāne District. Now, Council needs to review this policy. This is a chance to have a good look at how the policy is working, make sure it matches other key Council strategies and priorities, and ensure it's still right for our district. Through our review process we have made changes to the draft Policy to ensure,

- it aligns with our vision and priorities;
- provides a clear process for applicants.

## What are the key proposed changes?

- Ensuring road names are reflective of the history, culture and identity of the area they are located in.
- Ensuring local iwi and hapū are engaged in road naming processes.
- Encouraging the use of Māori names.

## Why are we proposing these changes?

- Road names can play a role in telling the stories of our history and cultural heritage. We have proposed changes to the draft Policy objectives and principles to reflect this.
- We want to meet our legislative obligations under section 81 of the Local Government Act 2002
- Compliance with our existing Policy has become more difficult as it no longer aligns with Council's vision and strategies. This has resulted in unclear processes and lengthy delays for applicants when naming a road.
- Our current Policy requires consultation with Iwi only when a Māori name is proposed. We are proposing in that applicants must engage with iwi/hapū for all road naming processes (naming a new road, and the renaming of a road). This will bring our policy into alignment with our strategic priority of strengthening relationships with Iwi, hapū, and whānau and meet our obligations under the Local Government Act 2002.

### 7.1.3 Appendix 3 - Statement of Proposal(Cont.)

## Documents for consultation:

- To read the draft policy <here>
- To read the current policy <here>
- To view a summary of the key changes <here>

## Tell us your thoughts

- What is your feedback on our proposed changes?
- Anything else you'd like to add?

## Have your say

### *Kōrero Mai*

**Online:** [koreromai.whakatane.govt.nz/backflow](https://koreromai.whakatane.govt.nz/backflow)

**Email submissions:** [submissions@whakatane.govt.nz](mailto:submissions@whakatane.govt.nz)

**Email inquiries:** [info@whakatane.govt.nz](mailto:info@whakatane.govt.nz)

**By picking up a hard copy from either:**

Whakatāne District Council, 4 Commerce Street, Whakatāne

Whakatāne Library, 49 Kakahoroa Drive, Whakatāne

Edgecumbe Library, 38 College Road, Edgecumbe

Ōhope Library, 4 Harbour Road, Ōhope

Murupara Library / Service Centre Civic Square, 48 Pine Drive, Murupara.

**HARDCOPY SUBMISSIONS:**

**Post:** Whakatāne District Council, Private Bag 1002, Whakatāne 3158

**Deliver:** To our Council offices in Whakatāne and Murupara.

Through any of our social media channels

### *Mā runga i o mātou pae pāpāho pāpori*

Comments on the draft 'Road Naming and Addressing Policy' post on any of our social media pages (Facebook, Instagram or LinkedIn) will also be considered by Council as informal feedback.



### 7.1.3 Appendix 3 - Statement of Proposal(Cont.)

## Submissions

Submissions should include your name, address, telephone number and email address and should state if you would like to speak to Council in support of your submission. Submissions will be copied and made available to the public after the submission period closes, however personal details will not be made public. Anyone can make a submission about the draft Road Naming and Addressing Policy, and we encourage you to tell us your views. A submission form is included with this Statement of Proposal.

**Submissions close 5pm Monday 22 July**

## What happens next

### *E whai ake nei*

Council will consider feedback on the three proposed options below and decide to adopt one of those options, or a variation of one of these options.

## Timeline



24 JUNE	Submission period opens
22 JULY	Submission period closes
AUGUST	Hearings
AUGUST	Council Deliberations
AUGUST	Potential Adoption by Council

## 7.2 Arts, Culture and Creativity Strategy Te Rautaki Toi, Ahurea me Auahatanga – Creative Hub Feasibility Investigation Update Report

### 7.2 Arts, Culture and Creativity Strategy Te Rautaki Toi, Ahurea me Auahatanga – Creative Hub Feasibility Investigation Update Report



To: **Living Together Standing Committee**

Date: **Thursday, 6 June 2024**

Author: **T Rua / Project Manager**

Authoriser: **G Fletcher / General Manager Community Experience**

Reference: **A2677470**

#### 1. Reason for the report - *Te Take mō tēnei rīpoata*

This purpose of this report is to provide the Living Together Standing Committee with information regarding the initiation of the Creative Hub Feasibility Investigation, an overview of progress to date, and next steps. The Creative Hub Feasibility Investigation is a priority action in the Whakatāne District Arts, Culture and Creativity Strategy, which was adopted by Council in October 2023.

#### 2. Recommendation - *Tohutohu akiaki*

**THAT** the Living Together Standing Committee receive the Arts, Culture and Creativity Strategy *Te Rautaki Toi, Ahurea me Auahatanga* – Creative Hub Feasibility Investigation Update Report.

#### 3. Background - *He tirohanga whakamuri*

##### 3.1. Arts, Culture and Creativity Strategy, Te Rautaki Toi, Ahurea, Auahatanga

Whakatāne District's inaugural Arts, Culture and Creativity Strategy, *Te Rautaki Toi, Ahurea, Auahatanga*, was adopted by the Council in October 2023.

[whakatane district council - arts culture and creativity strategy - 2022-2023.pdf](#)

Engagement with arts and cultural activities is demonstrated to support and improve health and wellbeing, social participation, and connection. It can also strengthen the sense of identity of individuals and communities and contribute to the economic wellbeing of communities.

The Strategy was developed following 20 months of engagement with communities' face to face in a variety of ways including community lead events, hosting multiple workshops with the arts, culture, and creativity communities, toi Māori practitioners and the wider public. Our communities shared with us their challenges, opportunities, aspirations, priorities, and some big ideas for the future of arts, culture, and creativity across Whakatāne District.

The Strategy's vision is 'Arts, culture and creativity sparking connection in every corner of our District'. "E tuitui hononga ana te toi, te ahurea me te auahatanga ki ngā pito katoa o tō tātou Rohe". The three heke are the whatu (threads) of the rā (the sails) that weave the strategy together. The strength of the rā is in how it is woven:

## **7.2 Arts, Culture and Creativity Strategy Te Rautaki Toi, Ahurea me Auahatanga – Creative Hub Feasibility Investigation Update Report(Cont.)**

- Oranga: Improving wellbeing and connection through arts, culture, and creativity.
- Ngā tāngata: Nurturing creativity, fostering collaboration.
- Ngā wāhi: Activating and enriching Whakatāne District's spaces and places.

A priority action within the Strategy is to “Investigate the development of an Arts, Culture and Creative Hub for the District. A place where practicing and emerging artists can connect, create, and develop”. This priority action resulted in the initiation of the Creative Hub Feasibility Project. There is a lot of positive support and energy for a creative hub from both the creative communities and wider public, with high expectations and hopes for a positive step forward toward this goal, soon.

### **3.2. The arts, culture, and creative landscape in the Whakatāne rohe**

The Strategy recognises Whakatāne District's enviable position in terms of the vibrancy, commitment, activeness and quality of its arts and creative communities, recreational, emergent, and professional.

Long-standing advocacy, leadership, and support for the arts has been provided by groups such as Arts Whakatāne and the Whakatāne Society of Arts and Crafts. Their understanding of their members' requirements and aspirations is thorough, and they have made a considerable contribution to the district over time, enabling fellowship, places to create, creative works and events, particularly related to the more traditional artforms, such as fine arts.

At the same time, it is important to note that engagement through the Strategy and the Creative Hub Feasibility Project to date suggests some artforms are currently less visible and underserved than others. These include Ngā toi Māori and emerging artforms within the film, digital, illustration and animation and gaming industries (sound, post-production, graphic art, and virtual world design).

Considerable artistic talent of exceptional quality is to be found within the rohe. For its population base, there are many celebrated artists, ringa toi and toi Māori who live, practice or whakapapa here.

The district can claim four Te Tumu Toi New Zealand Arts Foundation Laureates: Whirimako Black, Maisy Rika, Mata Aho Collective and Tame Iti as well as other celebrated artists and ringa toi. Artists and ringa toi such as these, along with many others who have exhibited at prestigious events and venues within New Zealand and around the world, are known within, and garner attention from, the Arts world globally.

### **3.3. The Creative Hub Feasibility Project**

The Creative Hub Feasibility Project is about understanding Whakatāne's creative communities, artists, ringa toi and toi Māori needs, expectations, and aspirations for a 'creative hub', as well as what associated places, spaces and resources may be required.

Lee-Ann Jordan of Dauntless Advisory has been contracted by Whakatāne District Council to undertake this investigation on behalf of the Community Experience Group with the support of Tangimeriana Rua, Project Manager. Lee-Ann's resume is attached to this report as **Appendix 1**.

The scope of work for the project includes:

- Consultation and research to identify a purpose and vision for a creative hub, priority needs and key criteria through engagement with Whakatāne District's artists, ringa toi and toi Māori, relevant stakeholders, organisations, and Council staff.
- Research on creative hub models and funding models.
- Informing future demand for facilities, events, venues, activities, and visitor experiences.



## 7.2 Arts, Culture and Creativity Strategy Te Rautaki Toi, Ahurea me Auahatanga – Creative Hub Feasibility Investigation Update Report(Cont.)

- A review of potential council-owned sites that could be used to support a creative hub.
- A detailed written report with relevant data and findings, options and benefits analysis and recommendations.

The Creative Hub Feasibility Project commenced in March this year and the project duration is approximately six months.

### 4. Creative Hub Feasibility Project - *Kaupapa*

#### 4.1. What is a creative hub?

Creative Hubs can play transformative roles in town/city/regional identity and placemaking. Research into revitalisation approaches for city/town centres and public spaces emphasises, amongst other factors, the importance of strong ‘cultural anchors’ (such as creative hubs, museums, art galleries and destination libraries) to create essential vibrancy and heart and attract residents and visitors.

Put simply, a creative hub is a place(s) or space(s) where creative mahi occurs, is shared, is learnt, and is experienced. This mahi can include creating art of whatever forms, hui, collaboration, exhibitions, performances, and learning fora such as classes/workshops/seminars/tutorials. Typically, user-pays or commercial activity (e.g. rentable spaces/venues for creative businesses or public, classes, and retail) is embraced alongside free/subsidised community-focused activity (e.g. youth programmes and art therapy). A creative hub is used or experienced by creatives of multiple artforms, students, community groups, audiences and, often, the general public, visitors, and tourists.

Creative hubs make direct and indirect contributions to the local economy:

- As providers (and consumers) of free or paid products and services.
- As commercial business ventures in the creative industries (a growing sector nationally).
- Through visitor experiences and tourism with the associated flow-on benefits for the retail and hospitality sectors (see 4.2 below).

A well-conceived creative hub should drive tangible social, cultural, and economic wellbeing outcomes that serve the wider community well beyond the users of the creative hub itself.

#### 4.2. Creative hub models

In practice, a creative hub should facilitate positive activity and outcomes across multiple artforms, and creative endeavours. This can be a ‘hard ask’ of an individual place or space. Many models for creative hubs exist but these are generally variations on the following themes:

- ‘Hub as a single site’ - essentially this describes a purpose-built destination hub hosting multiple art-forms and spaces. Such a hub supports a spectrum of activity in one place, from creating or “doing art” (individually or in groups), meeting, learning, and sharing skills, exhibiting, and performing, and retail and other commercial creative business functions. Examples are Te Tuhi, an independent charitable trust supported by Auckland Council and the Contemporary Art Foundation <https://tetuhi.art/> and The Historic Village, Tauranga [www.historicvillage.co.nz](http://www.historicvillage.co.nz)
- ‘Hub as a network of sites’ – a spectrum of activity is supported across several physical places/spaces that are linked geographically and/or through coordination/collaboration. Typically, they exist independently as well as collectively under an “umbrella branding” and they have

## 7.2 Arts, Culture and Creativity Strategy Te Rautaki Toi, Ahurea me Auahatanga – Creative Hub Feasibility Investigation Update Report(Cont.)

agreed ways of operating with each other, attendees, and visitor audiences. An example is The Refinery Artspace, Nelson [www.acn.org.nz/the-refinery-artspace.html](http://www.acn.org.nz/the-refinery-artspace.html)

- ‘Hub as a virtual network’ – this is an online creative community for creative mahi, collaboration, learning, sharing, and promotion, sometimes with retail and virtual performance/exhibition activity. An example is **The Big Idea** [The Big Idea | Valuing creativity, accelerating success](#)
- ‘Hub as hybrid’ – this is a combination of complementary place-based and virtual models.

Multiple factors help determine the appropriateness of one model over another including but not limited to: the quantum of funding and resources available initially and ongoing; the strength and sustainability of key strategic partnerships, particularly outside the creative sector; the level of tourism and commercial value deriving from or associated with the hub’s purpose and proposition; the range/diversity of artforms to be accommodated; and the maturity and cohesiveness of the creative communities themselves.

### 4.3. Creative Hubs and tourism

The Creative Hub Feasibility Project is being funded from Tourism Recovery Funding in recognition of the strong potential for a well-conceived, well-implemented ‘creative hub’ to also drive desirable tourism, business and economic outcomes for Whakatāne Town and Whakatāne District.

Creative hubs with well-developed approaches for sharing their mahi with visitors and audiences in engaging, interactive, experiential ways can become celebrated visitor/tourist destinations. Whilst primarily appealing to the arts and cultural tourism markets, they are also attractive to domestic and international visitors seeking authentic, unique local experiences and retail opportunities.

The Strategy emphasises that toi, ahurea and auahatanga, (arts, culture, and creativity), are intrinsic to all aspects of te ao Māori. It is not surprising then that Whakatāne District’s cultural history, stories, and narratives are very rich and unique. In the aftermath of Whakaari, they offer significant scope and potential for arts and cultural tourism. The international reputations and global networks of the creatives of the rohe could be leveraged to great effect in support of distinctive, ‘boutique’ visitor and tourist experiences. Such a tourism offering could significantly increase reasons to visit Whakatāne rohe beyond the summer/beach season, for example, providing long-weekend or events weekend stays for arts and culture lovers in one of the most beautiful districts the country has to offer.

### 4.4. Community interest

It is apparent that there is considerable community anticipation, engagement, and momentum around a creative hub, stimulated by the Strategy and the LTP process. Whakatāne creative communities generally, (and understandably), have been imagining a potential creative hub as a physical place; one fit-for-all-creative-purposes building. As part of the various forms of engagement undertaken with creative groups and individual artists, the range of concepts for a creative hub are being explored.

Whilst suggestions for a location for a creative hub have been voiced through LTP submissions and engagement sessions, it would be premature to focus on a site without completing the work currently underway to understand the drivers and factors for a successful creative hub for the Whakatāne District. At the same time, this level of proactive and robust discussion is encouraging as the quantum of sustainable sector leadership and artist-led support is an important consideration for a creative hub, whatever the model.

## **7.2 Arts, Culture and Creativity Strategy Te Rautaki Toi, Ahurea me Auahatanga – Creative Hub Feasibility Investigation Update Report(Cont.)**

### **4.5. Research and engagement**

Since the engagement of Dauntless Advisory in mid-March 2024, we have continued to engage with local creatives; individuals, collectives, groups and ngā toi Māori. Creatives (and arts advocates, agencies, and administrators) were invited to three workshops during April and, whilst the numbers of attendees were small, (25 persons in total), the quality of the discussions and the range of art forms represented was robust and inclusive. The project team has visited a number of facilities and artist studios and has met, or has meetings planned, with creative support/funding agencies such as Creative Bay of Plenty, Creative Waikato, and EPIC Whakatane.

Engagement with our Iwi has been through ngā ringa toi or Māori artists who whakapapa to our local Iwi. Iwi Rūnanga have been informed of this project through Council's Iwi liaison staff. Opportunities to provide feedback have been offered through the Creative Hub Survey, creative workshops, and scheduled hui. Engagement is occurring with other stakeholders, for example: advocates for accessibility and inclusion such as WAI Whakatāne, and Pou Whakaaro Whakatāne; creative business owners; and GLAM sector institutions (art galleries, museums etc).

A survey on the Creative Hub opened for two weeks from 26 April to 15 May 2024 (see **Appendix 2**) with 35 responses received both online and in print. The surveys were emailed out to a variety of local creatives who included art teachers and those working with youth (under 25 years). Print copies were available at the Arts House, iSite, Civic Centre, Te Kōputu, Te Whare Taonga o Taketake and Murupara Library and Service Centre. It is positive that the majority of people who have participated in the engagement activities and/or provided feedback have indicated the wish to be kept informed of the Project's progress.

### **4.6. Preliminary findings from the survey**

The survey format provided for ranked and free text responses. The analysis of the Creative Hub survey results is still being completed however some initial findings are as follows:

- 12% of the responses are from youth (under 25 years).
- 40% describe their art form as Ngā Toi Māori.
- 54% of the respondents were born in the Whakatāne District; this includes those persons who added commentary regarding their family origins in the district but may have been born outside of the district.
- 43% of the respondents moved to the Whakatāne District.
- 69% of respondents have whakapapa connections to Iwi and primarily with the Mataatua waka.

Initial results indicated the top three requirements for a creative hub are: Bathroom facilities; space to meet and share with other creatives; and space to work on your art. The next three requirements seen as important are accessibility, security/safety, and parking.

### **4.7. Other work underway**

The scope for the Creative Hub Feasibility Project called for an initial review of all council-owned sites that could plausibly be considered options for a creative hub, and this work is underway. Appropriate potential non-council-owned sites may also be considered. Work continues to identify funding opportunities at a high level, as well as potential strategic partnerships. Once these pieces of work have been completed, the options/high level costings/benefits analysis can begin.

## **7.2 Arts, Culture and Creativity Strategy Te Rautaki Toi, Ahurea me Auahatanga – Creative Hub Feasibility Investigation Update Report(Cont.)**

### **5. Options analysis - *Ngā Kōwhiringa***

No options have been identified relating to the matters of this report.

### **6. Significance and Engagement Assessment - *Aromatawai Pāhekoheko***

#### **6.1. Assessment of Significance**

The recommendation of this report is assessed to be of low significance, in accordance with the Council's Significance and Engagement Policy.

#### **6.2. Engagement and community views**

The Creative Hub Feasibility Project is an action from the Whakatāne District Arts, Culture and Creativity Strategy which was adopted by Council in October 2023. Considerable information is already available regarding the community's views on (and support for) a potential creative hub for the district, as a result of extensive engagement undertaken with the creative communities, (including ringa toi and toi Māori), and public of Whakatāne District, as part of the process of developing the Strategy.

Further engagement with our creative communities, (both groups and individual artists, ringa toi and toi Māori), and relevant organisations and stakeholders is being undertaken as part of the Creative Hub Feasibility Project; a communication partner supports this project to ensure messaging aligns with Council's communication plans and a variety of formats and fora are being used to solicit/invite participation and feedback. This engagement seeks to understand the needs, expectations, and aspirations for a 'creative hub', as well as what associated places, spaces and resources may be required.

A summary of all engagement activity and findings will form part of the final Creative Hub Feasibility Project Report which will be presented to a future meeting of the Living Together Standing Committee.

### **7. Considerations - *Whai Whakaaro***

#### **7.1. Financial/budget considerations**

There are no budget considerations associated with the recommendations of this report. The Creative Hub project is being funded from Tourism Recovery Funding given the potential to drive desirable tourism, business and economic outcomes for Whakatāne Town and Whakatāne District. The estimated total cost of the Creative Hub Feasibility Project is \$45,000.00. The project is on track and on budget.

#### **7.2. Strategic alignment**

A creative hub is consistent with Council's strategic direction, '*More life in life*'; enhancing the safety, wellbeing, and vibrancy of communities; strengthening partnerships and relationships with iwi, hapū and whānau. A potential creative hub is envisaged in the Council adopted Whakatāne District Arts, Culture and Creativity Strategy - *Te Rautaki Toi, Ahurea me Auahatanga*. Both the Strategy and the Creative Hub Feasibility Project are consistent with the community outcomes for the Whakatāne District – striving for our future and well-being; working in partnership for sustainable economic development; community needs; quality services and valuing our environment.

## **7.2 Arts, Culture and Creativity Strategy Te Rautaki Toi, Ahurea me Auahatanga – Creative Hub Feasibility Investigation Update Report(Cont.)**

No inconsistencies with any of the Council's policies or plans have been identified in relation to this report.

### **7.3. Climate change assessment**

The Arts, Culture and Creativity Strategy – Creative Hub Feasibility Investigation Project supports activities that connect community to te taiao (the environment) included in the heke oranga (improving wellbeing and connection focus area) on pages 22-25 of the Strategy. The Strategy encourages sustainability and recognition plans for those planning arts activities. Based on this climate change assessment, the decisions and matters of this report are assessed to have low climate change implications and considerations, in accordance with the Council's Climate Change Principles.

### **7.4. Risks**

There are no known risks associated with the matters of this report. However, a heightened level of community interest around where a potential creative hub could be located ahead of us completing our Creative Hub feasibility investigations, is noted. This is being managed by the project team through discussion and updates to the creative networks, in conjunction with relevant Council staff.

## **8. Next steps - *Ahu whakamua***

The feedback and engagement to date is rich, thoughtful, and passionate. The project team will continue to engage with local creative individuals, collectives, groups and ngā toi Māori to both inform the final report and keep them informed of the Project's progress (where appropriate). The project team will be engaging with The Whakatāne Town Centre Group – EPIC in early June and a meeting with Toi EDA is scheduled for June 5.

The development of a detailed report on the feasibility of a creative hub will begin shortly. The content of the report will cover:

- The purpose and vision for a creative hub.
- Details of consultation and engagement undertaken with Whakatāne District's artists, ringa toi and toi Māori, relevant stakeholders, organisations, and Council staff to identify priority needs and key criteria, as well as the resulting findings and conclusions.
- Relevant high-level data and findings from research on creative hub models and funding models.
- Relevant high-level data and findings to inform future demand for facilities, events, venues, activities, and visitor experiences.
- Conclusions from the analysis of the review of potential council-owned sites that could be used to support a creative hub.
- Options and benefits analysis and recommendations regarding models and requirements, and, if appropriate, suggestions/recommendations for implementation and staging.

The report and any recommendations will be presented to a future meeting of the Living Together Standing Committee, most likely, August 2024.

**Attached to this report:**

**7.2.1 Appendix 1 Resume of Lee-Ann Jordan, Dauntless Advisory**

- Appendix 1: Resume of Lee-Ann Jordan, Dauntless Advisory
- Appendix 2: Creative Hub Survey (26 April to 15 May 2024)

**7.2.1 Appendix 1 Resume of Lee-Ann Jordan, Dauntless Advisory**

## 7.2.1 Appendix 1 Resume of Lee-Ann Jordan, Dauntless Advisory(Cont.)

### APPENDIX 1

## LEE-ANN JORDAN

### DAUNTLESS ADVISORY

#### SUMMARY OF EXPERIENCE

I have held a variety of senior advisory, strategic, and operational leadership roles in large and complex organisations in local/ central government, tertiary education, and the tourism, GLAM and agriculture sectors. Typically, I have played a pivotal role in stakeholder engagement, reputation, and risk management due the importance placed by these organisations on a strong public/customer interface.

I have spent the past ten years at Hamilton City Council, firstly as Chief of Staff for the Hardaker mayoralty, then as Governance Manager. From 2019 to December 2023, I held a portfolio of responsibilities which included Kirikiriroa Hamilton's isite and key visitor destinations - Hamilton Gardens, Waikato Museum, and Te Kaaroro Nature Precinct which includes the Hamilton Zoo and Waiwhakareke Natural Heritage Park. My portfolio also included strategic and operational leadership of external funding (grants & philanthropy) and capital programme management functions and teams.

Each of Hamilton's visitor destinations has their own inherent social good purpose and they seek to share their purpose, stories and mahi with residents, visitors, and tourists though a range of fun, engaging visitor experiences. They are open to the public 364 days a year and currently, collectively host approximately 1.5 million visits a year. During my time as Unit Director, I developed a programme of transformational change and new product development which lifted all key performance indicators; profile, audience reach, visitor numbers and non-rate-payer revenue streams grew year on year, breaking targets, and all previous records.

I was project sponsor for the \$13M visitor precinct project at Te Kaaroro Nature Precinct, developing and overseeing funding and project delivery and implementing a new brand strategy for the precinct. I also led the budget and project approvals processes for a \$14M visitor precinct project at Hamilton Gardens (which is nearing completion now) and the upgrade of Waikato Museum entry and visitor facilities (approx. \$7M) which will begin construction in July 2024.

I have extensive experience managing situations of uncertainty and change. I was onsite throughout the Covid crisis, leading the Visitor Destinations staff of 150 through the unprecedented health and safety, financial, and logistical complexities of continuing to operate while ensuring the welfare of our staff, our visitors, and our animal whanau.

#### EDUCATION AND INTERESTS

I hold a Master of Management degree (first class honours, majoring in Social Enterprise), a Postgraduate Diploma in Management Communication (with distinction) and a Graduate Diploma in Management Studies. In 2022, I received Hamilton City Council's Te Toka Tuu Leadership Award for my work with Visitor Destinations.

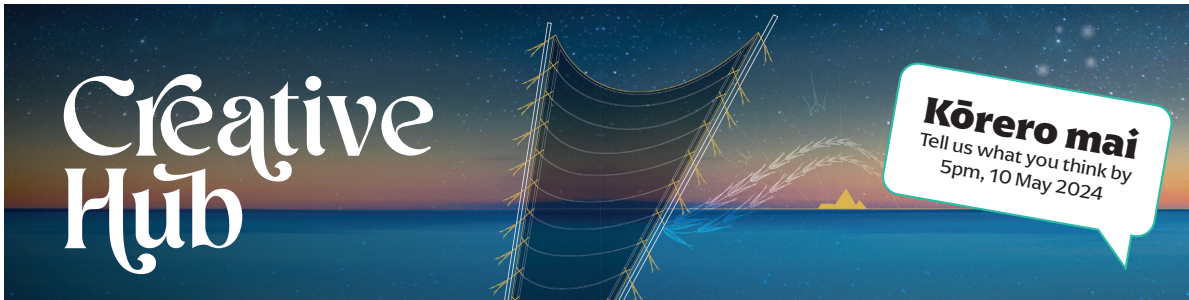
LINKEDIN PROFILE: [HTTPS://WWW.LINKEDIN.COM/IN/LEE-ANN-JORDAN-A5121767/](https://www.linkedin.com/in/lee-ann-jordan-a5121767/)

**7.2.2 Appendix 2 Creative Hub Survey (26 April to 15 May 2024)**

**7.2.2 Appendix 2 Creative Hub Survey (26 April to 15 May 2024)**



**7.2.2 Appendix 2 Creative Hub Survey (26 April to 15 May 2024)(Cont.)**



Whakatāne District's Arts, Culture and Creativity Strategy Te Rautaki Toi, Ahurea me Auahatanga 2023-2033 vision is:

**Arts, culture and creativity sparking connections in every corner of our District.**

**E tuitui hononga ana te toi, te ahurea me te auaha ki ngā pito katoa o tō tātau Rohe.**

A priority in the strategy is to investigate the development of a Creative Hub, to enable practicing and emerging artists to connect, create, and develop.

We're undertaking a feasibility study to progress this and explore what places, spaces and resources are required.

We need your help to better understand the needs, expectations, and aspirations of our creative communities, artists, ringa toi and toi Māori.

**Fill out the form below to contribute to a Creative Hub and drop off to your local Council office in Murupara, Edgecumbe, Ōhope and Whakatāne.**

**Please let us know your thoughts by 5pm, Friday, 10 May 2024.**

**Name:** \_\_\_\_\_  
 \_\_\_\_\_

**Are you under 25 years?**

- Yes
- No
- Prefer not to say

**What are your connections to the Whakatāne District?**

- Born in Whakatāne District
- Moved to Whakatāne District
- Live outside Whakatāne District
- Other

**Where within Whakatāne District do you live?**

- Awakeri
- Coastlands
- Galatea
- Manawahe
- Minginui
- Edgecumbe
- Rangitāiki
- Ruatāhuna
- Rūātoki
- Te Mahoe
- Te Teko
- Waimana
- Matatā
- Murupara
- Ōhope
- Tāneatua
- Whakatāne Township
- Other

**What are your iwi connections (if any?)**

\_\_\_\_\_  
 \_\_\_\_\_

**Where do you usually showcase your art?**

- Whakatāne Arts House
- The Little Theatre / Gateway Theatre
- Home / Kāinga
- Community pop-up space
- Online
- Retail / hospitality space
- Galleries
- Other (please specify)

**Which of the following best describes your art form?**

- Community Arts
- Craft / Object
- Dance
- Literature
- Multi-disciplinary
- Music
- Ngā toi Māori
- Pacific Arts
- Theatre
- Visual Arts
- Other (please specify)

**In your mind, what is a Creative Hub?**

(Choose any one option) (Required)

- A physical space
- A network of physical spaces
- An online space
- A community of creatives
- A combination of the above (tell us more...)

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Where do you usually create?**

(Choose any one option) (Required)

- Whakatāne Arts House
- The Little Theatre
- Home / Kāinga
- Whakatāne Sound Project
- Gateway Theatre
- Community Hall/s
- Dance studio/s
- Whakatāne Menz Shed
- Other (please specify)

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**7.2.2 Appendix 2 Creative Hub Survey (26 April to 15 May 2024)(Cont.)**

Thinking of a physical space/s, tell us how important these features are to you:

Questions	Very important	Important	Nice to have	Unimportant	Very unimportant
Space to meet / share with other creatives					
Space to work on your art					
Space for equipment / storage					
Space to sell / exhibit					
Lighting					
Climate control					
Kitchen facilities					
Washing / wet room facilities					
Bathroom facilities					
Security					
Accessibility					
Parking					
Proximity to eateries / retail					

Thinking about the space you usually use to create, what works for you?

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Thinking about the space you usually use to create, what doesn't work for you?

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What are the top three benefits of a Creative Hub?

1 

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2 

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3 

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What would a Creative Hub need to attract tourists and visitors?

Note: This could be anything from a marketing campaign, workshops, a retail space etc

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Please provide your email address below to be kept up to date on this work

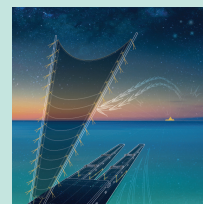
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Creative Hub

**Kōrero Mai - Let's Talk**

Tell us what you think by 5pm, 10 May 2024



**7.3 Te Toi Waka Whakareai, WDC Māori Relationship Strategy Year 1 & 2 Outcomes.**

**7.3 Te Toi Waka Whakareai, WDC Māori Relationship Strategy Year 1 & 2 Outcomes.**



To: **Living Together Committee**

Meeting Date: **Thursday, 6 June 2024**

Submitted by: **P Warbrick / Kaihautu Strategic Māori Relationships**

File Reference: **A2677468**

**1. Reason for the report - *Te Take mō tēnei rīpoata***

The purpose of this report is to present an update on the progress of the Te Toi Waka Whakareai, Whakatāne District Council ('WDC') Māori Relationship Strategy ('MRS') mid-year report for 2024.

**2. Recommendations - *Tohutohu akiaki***

1. **THAT** the Te Toi Waka Whakareai, WDC Māori Relationship Strategy Year 2 mid-year report be received; and
2. **THAT** the Te Toi Waka Whakareai, WDC Māori Relationship Strategy Year 2 mid-year report be accepted.

**3. Issue/subject – *Kaupapa***

In July 2022 WDC adopted Te Toi Waka Whakareai, the Council's Māori Relationship Strategy. This strategy provides WDC with Critical Success Factors ('CSF') and Objectives to guide the organisation on the improvements required to ensure WDC is fit for purpose and to achieve its Long-Term Plan ('LTP') priority of strengthening relationships with iwi, hapū and whanau in the District, building our capability, capacity and confidence to engage with Te Ao Māori and ensuring adherence to our legislative and relationship obligations.

**4. Background – *He tirohanga whakamuri***

This report provides a view into the MRS Year One & Two Outcomes and the work undertaken by Toi Kotuia to 'Strengthen relationships with whānau, hapū and iwi'. This report gives an overview of the focus of activities against this LTP priority for the previous six months and a view of the areas of priority going forward. It is not an exhaustive list of all activities the organisation is carrying out, which given the complexity and breadth of Council's business is significant.

The MRS 'Critical Success Factors' (CSF) Outlines six objectives, that weave CSF themes to guide the Toi Kotuia Business Group via the Executive Leadership Team direction, and the organisational priorities and annual work plan.

### 7.3 Te Toi Waka Whakarei, WDC Māori Relationship Strategy Year 1 & 2 Outcomes.(Cont.)

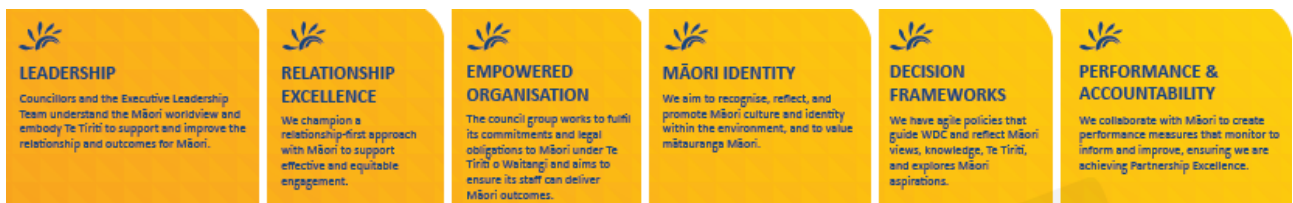
During the July 2023 to May 2024 period, WDC has been heavily focused on the development of the '24-34 Long Term Plan, which has provided a significant opportunity to design and plan for the success of our iwi, hapu and whanau relationships and associated delivery outcomes for the future period. This ultimately required the Toi Kotuia team to shift focus to support across the organisation internally but also to support and garner iwi and hapu engagement in the LTP process. This has resulted in a step change of engagement in the LTP both internally from business group planning which aligns with the Te Toi Waka Whakarei strategy outcomes as well as unprecedented level of Iwi engagement in the process itself.

Also during this time a change of Government at national level has signalled a substantial change of direction, to which both Iwi and Local Government have had to respond, and will need to continue to respond, not least of all to; RMA changes, Three Waters, Māori Wards, fast tracked consenting, Marine and Coastal Area legislation and implementation to name a few. This has also required substantive support from Toi Kotuia and staff across the organisation to ensure timely and robust Council response.

We continue to drive a forward looking relationship based approach to key issues of interest and in this period that has been exemplified by the shared trip to Heretaunga Hastings with Ngati Manawa and the Murupara Community Board representatives to consider three waters and housing initiatives, continued work with Ngai Tuhoe on current and future roading delivery, ongoing partnership with Ngati Awa on housing and tourism related projects, the three iwi engaged in the Matata Waste Water solution project and Tarawera River Restoration Strategy and Ngati Whare on the infrastructure projects they require to unlock community development and prosperity.

Our response and leadership to the critical issues outlined above, in addition to delivery of the 'business as usual work programme' implementation very clearly demonstrates the value of Council's investment in our capacity and capability. Previously we would have not been able to be as responsive or provide the support and leadership into the complexities of the LTP process in such a manner. Our litigation engagement levels continue to be at a lower level, feedback even through challenging issues continues to demonstrate that the relationships are stronger and more able to withstand difficulties or challenges and increasingly we are working on pro-active, forward-looking matters rather than reactive. 'fire-fighting' type responses.

#### MRS Themes/Critical Success Factors:



The Critical Success Factors is at Appendix 1.

#### 4.1. Objective 1: Improving the Participation of Māori in democracy

##### 4.1.1. Road naming Policy

The road naming policy was the first policy on which we engaged in drafting to reflect our commitment to Iwi, Hapu, and whanau, ensuring that WDC policies recognise and cater to Māori.

### **7.3 Te Toi Waka Whakareii, WDC Māori Relationship Strategy Year 1 & 2 Outcomes.(Cont.)**

This exercise demonstrated our approach to applying and managing the process of ensuring Iwi comments/feedback receive appropriate consideration. Overall, the engagement was well received, and suggestions have been represented where legally possible.

#### **4.1.2. *Iwi Chairs***

In February 2024, The Iwi Chairs members met for the quarterly hui at Te Uru Taumatua in Tāneatua. These strategic conversations have continued to evolve, supporting the effectiveness of our strategic priorities and Te Toi Waka Whakareii. The Forum also importantly provides an opportunity for each Iwi Chair to share their priorities and issues of the day.

Iwi Chairs have proposed changes to the format of the Iwi Chairs hui, which staff are working to formalize with the Iwi Chair Forum members. The proposed format will have WDC attend two of the four annual hui, allowing Iwi leaders space to discuss topical matters before engaging with WDC.

Staff will attend the June Iwi Chairs Forum to capture feedback and then work with the Mayor and Governance to reestablish a new format supported by our Iwi Chair Partners. This is an exciting and valuable outcome as every forum or group has 'stages of life' and this reflects the value of the Forum to Iwi partners.

#### **4.1.3. *Long Term Planning process***

Throughout the entire long-term planning process, July 2023 – May 2024 Toi Kotuia staff and our Strategy team actively engaged with Iwi and hapū, providing an overview of the process and demonstrating how their input would influence Council decision-making to assist in achieving mutual goals of success.

This yielded positive outcomes for the Council, with five Iwi, three hapu/marae, four kaitiaki groups and one whanau group making submissions. 10 of these groups presented to Councillors during the hearings, demonstrating their active engagement and informed involvement. This reflects an improved level of trust in Council processes and Iwi, hapu and whanau desire to participate in local government decision-making. It's evident through this LTP, Iwi Authorities and hapu have an increased understanding of and wish to participate in Local Government processes which is expected to grow over time.

#### **4.1.4. *Māori Wards***

On Monday 20 May 2024, the Local Government (Electoral Legislation and Māori Wards and constituencies) Amendment Bill was introduced to parliament and has a shortened committee process, including a five-day turnaround for submissions which, for WDC and the wider public is significantly constrained and is not consistent with normal practice.

The proposed legislation reinstates the ability for communities to petition their councils for binding polls on the establishment of Māori wards and constituencies. This reverses the changes made in March 2021.

With the reintroduction of binding polls for Māori wards this will change how we move forward dramatically across the next couple of years.

WDC made a submission on 29 May 2024 after input from key parties, a briefing Elections NZ and close liaison with LGNZ and Te Maruata.

### 7.3 Te Toi Waka Whakarei, WDC Māori Relationship Strategy Year 1 & 2 Outcomes.(Cont.)

The team will continue to assess the impacts of the legislation on the Council, especially concerning our Māori Councillors, as well as Iwi, hapū, and whānau. We will engage with Iwi, hapū, and whānau to understand their perspectives and ensure their views are represented when we present further information to Elected Members in due course.

#### 4.2. Objective 2: Building meaningful and trusted relationships

##### 4.2.1. Relationship Lead- Ngāti Whare and Ngāti Manawa

Our relationship with Ngāti Manawa and Ngāti Whare continues to prosper and deliver thanks to the dedicated Relationship Lead position established within the Toi Koitua team. This role encourages open and free conversations, making it easy to share information and importantly gain agreement and traction on projects.

This was highlighted through the recent trip to Hastings with staff, Executive Office teams and Elected Councillors, Murupara Community Board and Ngāti Manawa Chair Kani Edwards and CE Maramena Vercoe. The trips focus on drinking water and wastewater infrastructure provided an insight on Water Management options and on how Heretaunga Hastings District Council and Iwi worked together to achieve outcomes. This was further reflected in the visits to Hapū led housing projects.



*Tomohawk Papakainga; WDC Councillors and Staff, Murupara Community Board Members, Ngati Manawa, Sheridan Consultants, Ngati Kahungunu Whanau*

**7.3 Te Toi Waka Whakareki, WDC Māori Relationship Strategy Year 1 & 2 Outcomes.(Cont.)**



*Waiaorha - Hastings Water treatment facility in the CBD.*



*Kohupatiki Hapu Housing development South Hastings.*

Whilst the information provided food for thought, it was the mutual agreements, side conversations, relationship connections and planned future discussions that bore the most benefit. Ngāti Manawa has reflected on the difference in the relationship with WDC, which is unlocking the crucial conversations and opportunities such as Manawa Oho Housing projects future project such as Reorua Murupara (between DIA, Ngāti Manawa and WDC).

We take confidence in the value of our relationships with the progress in the Better off Funding Masterplans for Murupara and Minginui, and the various infrastructure projects. Iwi are telling us they are inundated with pressure from external agencies, the change of government has been immensely unsettling for all Iwi and hapu, and we are working to support and reassure them through these times. A dedicated team focused on building and sustaining respectful, prosperous relationships is essential to weather the changes.

### **7.3 Te Toi Waka Whakareii, WDC Māori Relationship Strategy Year 1 & 2 Outcomes.(Cont.)**

#### **4.2.2. *Iwi and Hapu Engagement - formalising relationships***

As activities progress with iwi and hapu, senior staff across the organisation are actively engaging with iwi and hapū to explore formal the opportunities of more formalised relationship structures.

This is at the request of Iwi and hapu that understand the benefit of such arrangements. These agreements will clarify goals, expectations, and responsibilities, fostering aligned and purpose-driven partnerships. Examples include, Reorua Whakatane (Ngāti Awa), Te Au o te Awa Punga (Policy Hub) and partnered projects. These conversations are expected to advance and strengthen WDC's relationships with iwi and hapū.

#### **4.3. Objective 3: Upholding our Treaty of Waitangi based agreements**

##### **4.3.1. *Treaty Settlement Update***

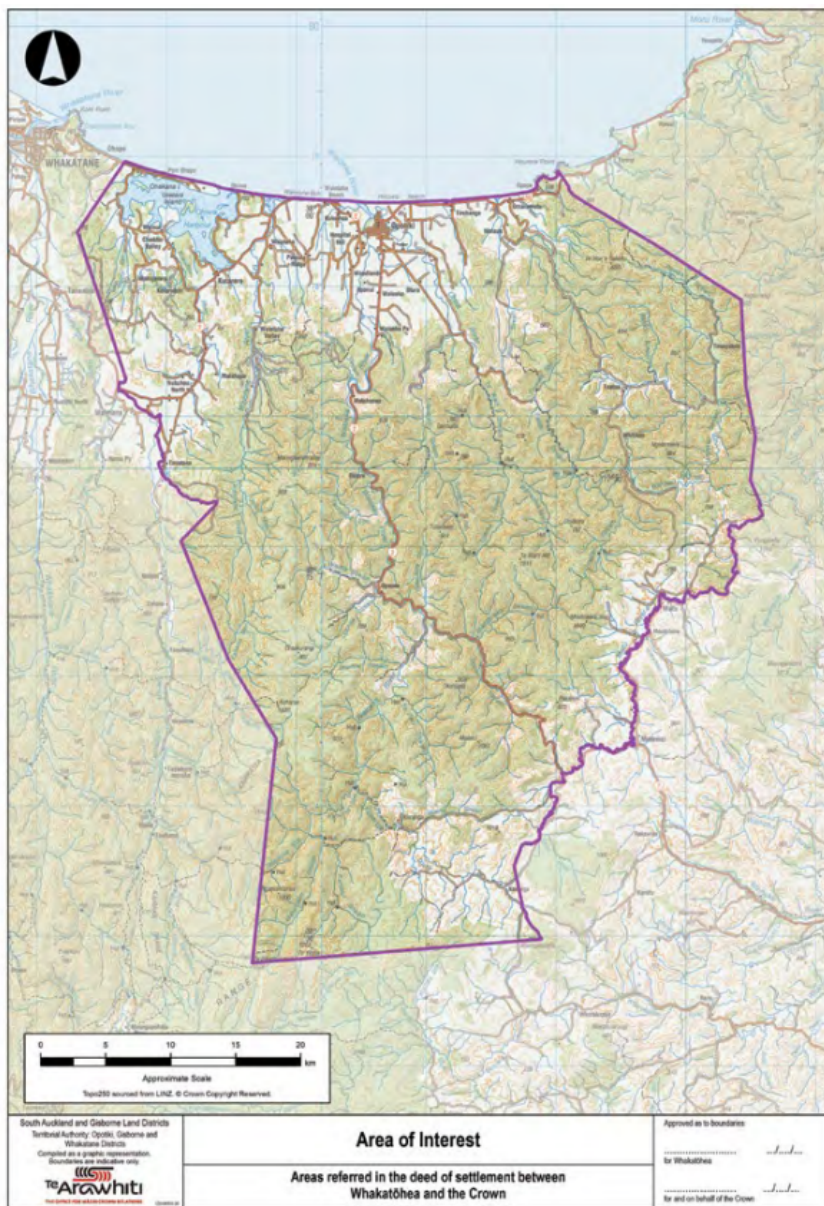
Te Whakatohea Iwi gathered at Parliament on May 28th to witness the third and final reading of their Settlement Claims Bill. The next step is the Royal Assent, after which the Settlement Bill will be enacted into legislation. The settlement entity, Te Tāwharau o Te Whakatohea, will replace the well-known Te Whakatohea Māori Trust Board.

The Settlement Area of Interest intersects with the WDC District boundary, particularly on the eastern border near Nukuhou. In the near future, Toi Kotuia staff will reach out to Te Tāwharau o Te Whakatohea to explore potential strategic and operational relationships.

Toi Kotuia will soon provide a briefing on the Te Whakatohea Settlement Act to the Councillors.



**7.3 Te Toi Waka Whakareii, WDC Māori Relationship Strategy Year 1 & 2 Outcomes.(Cont.)**



*Te Whakatohea Settlement Area of Interest map*

**4.3.2. Marine and Coastal Area Act (MACA)**

Toi Kotuia, including the WDC Economic Development Manager- Danielle Caudwell, have been navigating the MACA and its implications for our organisation over the past 8 months. Much of our focus over that time has been on working with our legal counsel (Brookfields) who are representing the organisation in the Robert Edwards litigation. This work programme is focused on providing advice to the organisation considering decisions made by the Court and appeals / applications made by respective parties to the proceedings.

Brookfields will also support WDC through the forthcoming Ngāti Awa MACA hearings.

*Ngāti Awa MACA claims*

### **7.3 Te Toi Waka Whakarei, WDC Māori Relationship Strategy Year 1 & 2 Outcomes.(Cont.)**

The Ngāti Awa MACA applications are scheduled to begin hearings at the end of this year (2024). The High Court has directed that WDC must file its evidence by the beginning of December 2024. To comply with these directions, our legal counsel has advised that we need to submit information regarding our relevant infrastructure and resource consents by early July 2024. Following this, Counsel will begin drafting affidavits relevant to the proceedings. Additional information or clarifications may be required, necessitating ongoing communication beyond July.

It is crucial that the information we provide undergoes thorough verification and ground-truthing to accurately represent the location of our assets. This may involve physically visiting sites and taking GPS coordinates to ensure the precise location of our structures and infrastructure.

#### *Other points to note*

As of May 2024, it has now come to our attention that the Crown has decided to halt any additional applicant funding for MACA Claims beyond the base of the \$12-13 million per annum.

This could have major impact for Iwi/Hapu and could delay resolution of MACA applications for years, if not decades. The impacts for WDC are to how we plan and schedule our work programme around hearings, as well as the commitment of resources without certainty. Unlike the applicants, local authorities cannot access funding, which could mean straining operating budgets potentially requiring additional resourcing.

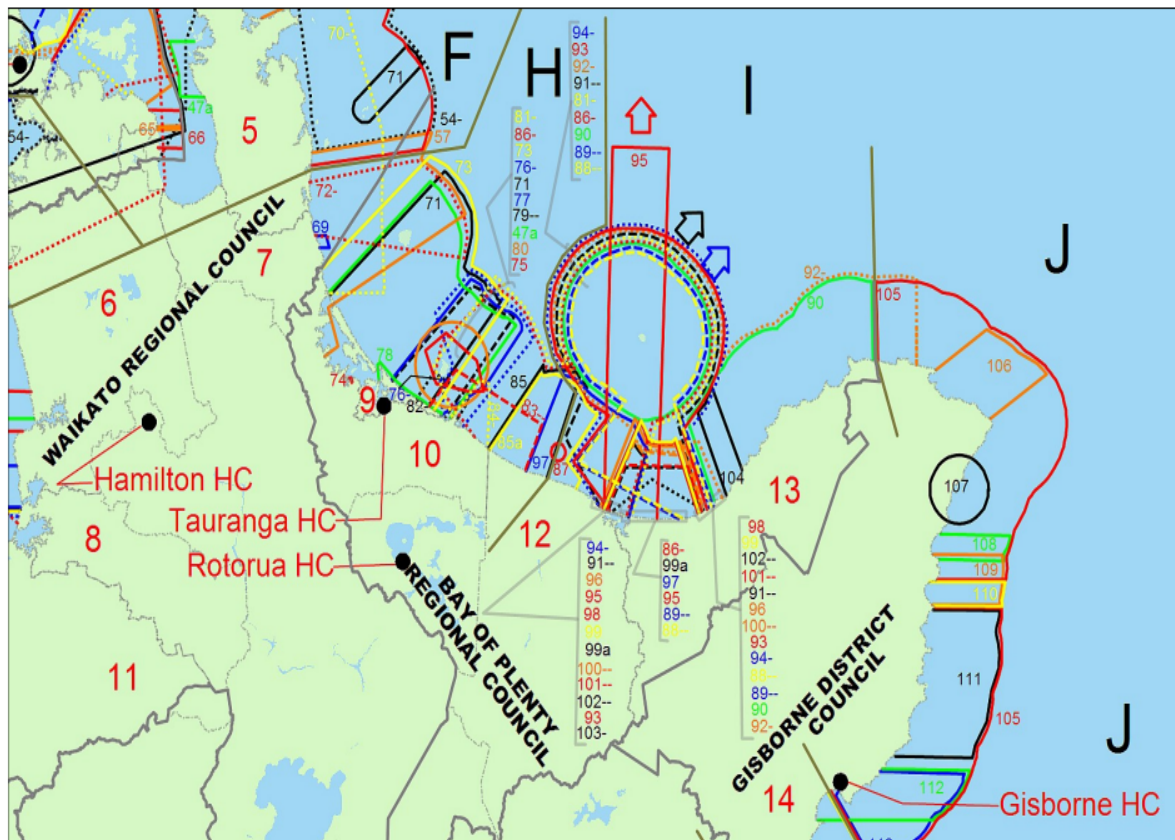
To date, Toi Kotuia will have sufficient resource (through the adoption of the LTP) to manage the upcoming hearings and work required by our legal Counsel as per the current work programme.

Toi Kotuia will continue to keep a watching brief and provide updates to elected members as necessary.

### 7.3 Te Toi Waka Whakareii, WDC Māori Relationship Strategy Year 1 & 2 Outcomes.(Cont.)

Map 3 – Bay of Plenty to East Coast

Areas shown are approximate only, for discussion purposes, and are subject to revision



MACA Applicant Map – areas approximate only and open to be revised. Highlights the scale of overlapping claims that both Iwi/Hapu and Government agencies need to navigate.

#### 4.4. Objective 4: Partnering on critical projects, programmes and services

##### 4.4.1. Reorua ki Whakatāne

This reporting period has benefited from having a dedicated resource; a Project Manager (Tangimeriana Rua), who has been working closely with Te Runanga o Ngāti Awa staff, primarily Noti Belshaw and hapū liaison Mike Panapa. Notable feedback includes:

- Willingness of partners and the continuous investment in the relationship. Significant increase in working collaboratively and supporting events: NZSO events, Inaugural Ngāti Awa wahine māori exhibition and Matariki to name a few.
- We each have challenges within our own organisations and competing priorities that require a balance of patience, diplomacy, strong encouragement at times, timing and knowing who the right people are to make positive progress and we are encouraged by those who envisage the benefits.
- Increased understanding of each partners operating environment. Te Runanga o Ngati Awa Staff having increased oversight into the operations of Council and delivering activities. Acknowledgement of Staff and Elected Members to work through the changing attitudes of the wider public.

Progress and forecasting on the following WDC initiatives:

### 7.3 Te Toi Waka Whakarei, WDC Māori Relationship Strategy Year 1 & 2 Outcomes.(Cont.)

Te Rautaki Reorua	WDC Te Reo Strategy; 2024/25. Currently scoping.
Kaupapa Here o ngā Huarahi me ngā Rawa	Road naming policy - presented to committee.
Reorua putea tautoko	WDC Contestable funding for Public - Te reo initiatives, round 1 complete and Round 2 open for applications 27 May 2024.
Reorua ara tawhito	Existing Ngati Awa Heritage trails; Refurb and update.
Reorua Pou Korero	Landing Road Roundabout – Selection, creation, installation and maintenance of Carved Pou (Standing Sculpture) in response to a Ngāti Awa narrative
Reorua Wāhi Kōrero	Identify public spaces that encourage and support Reorua. Decision and implementation planned for Mahuru Māori 2024( Te Reo Maori Month)
Reorua Toi	Art in public spaces; Ngati Awa and WDC.

#### 4.4.2. *Aotearoa Reorua - Ngati Manawa*

Ngati Manawa have advised that they have been offered a Reorua programme through the Department of Internal Affairs. This is very exciting for Ngati Manawa who have had to wait some time for confirmation. The programme will require partnership with WDC, alongside other agencies. DIA and Ngati Manawa have asked to instigate the pre-work required pending WDC commitment to partner (strongly recommended) for the next cohort of Reorua Towns (by 30 June 2024).

Staff are currently working through those arrangements to bring to Council for approval. The programme strongly aligns with our LTP priority, and the outcomes sought through Te Toi Waka Whakarei. Should Council accept to join the Agreement, the Chair of Ngati Manawa has invited the mayor to co-sign the agreement.

This is another significant milestone for the relationship status of WDC and our iwi partners and indeed the community of Murupara. Whilst no budget has been specifically provided for in this LTP, there are related programmes and existing budgets that would enable us to make a start. Also recognising that Ngati Manawa is the project lead in this instance and funded by DIA to do so.

#### 4.4.3. *Te Au o te Awa Punga – Iwi Policy Hub*

Te Au o te Awa Punga has been established under the Better off funding agreements with DIA. Governance is made up of the four Chief Executives or delegated authority for Ngati Awa, Ngati Manawa, Ngati Whare and Ngati Rangitihī and the Chief Executive of Council.

The work programme focus areas for Te Au o te awa Punga are:

- Eastern Bay of Plenty Spatial Plan
- Climate Change

### 7.3 Te Toi Waka Whakareii, WDC Māori Relationship Strategy Year 1 & 2 Outcomes.(Cont.)

While the collaborative policy hub represents a new and innovative way of working for Council and the four Iwi, it bodes well as it has started to provide capacity and capability for iwi in Council's strategic work areas that previously has been under resourced and creating a lot of pressure. Ultimately if successful, the four-iwi involved in the hub aspire for it to become self-sustaining beyond the initial funding including taking on various environmental initiatives to support iwi vision and strategies.

#### *Eastern Bay of Plenty Spatial Plan*

Te Au o Te Awa Punga has made significant strides in recent months, nearing the completion of a comprehensive scope for contribution to the EBOP Spatial Plan process. In collaboration with Iwi, all available public data layers have been identified for the preliminary Spatial Plan. The next year's focus will include economic growth, infrastructure, climate risk, coastal and severe weather retreat zones, bird flight paths, the extinction of taonga species, threatened species, freshwater management, and resilient community building.

The team has reviewed current iwi management plans and received additional documents and strategies for mapping. Engagement plans with iwi are in development, featuring direct interviews with their experts and focus group sessions with their wider whānau. Ground visits are planned to better understand their environment (taiao) and accurately represent it, including time spent with those most connected to the taiao in their rohe.

Preliminary engagements with the EBOP Spatial Plan team and examples from the Opotiki District Council have been beneficial. These interactions support discussions with iwi and help prioritise requirements of the broader EBOP spatial plan.

#### *Climate Change Work Programme*

Collaboration with the Climate Changework programme is also advancing as this work programme is a priority matter for all Iwi. A notable success of Te Au o te Awa Punga was to provide a pathway to build Iwi and hapu capacity and capability, which aligns with key obligations of Council under the Local Govt Act 2002.

Te Au o te Awa punga currently staffed by a young team of environmental and policy writers of Mataatua and Te Arawa descent.



### 7.3 Te Toi Waka Whakarei, WDC Māori Relationship Strategy Year 1 & 2 Outcomes.(Cont.)

#### 4.5. Te Kahupapa (WDC Cultural Competency Framework)

One of the key roles of Toi Kotuia is to assist in enhancing WDC's capacity, capability, and confidence in engaging with Te Ao Māori. The initial stages of the internal training program were introduced during 2022/23. Building on the insights gained from this first stage and following a comprehensive review, the organisation will launch a new suite of courses and knowledge by the end of 2024. These offerings will go beyond the previous Noho marae and Te Reo classes, focusing on maintaining training that is focused, effective, relevant, and accessible to both Elected Members and staff as part of the Council's broader professional development programs.

#### 4.6. Staff hikoi

A recent initiative exemplifies the growing confidence of Council staff, led by Malia Godsmark from the Rates team. She organised and led lunchtime history Hikoi, guiding staff on historical walks through the CBD of Whakatane and the surrounding Wairaka area.



#### 4.7. Internal projects to support the organisation

To proactively address the needs of our organisation, Toi Kotuia has launched initiatives to enhance organisational responsiveness in our daily operations. These projects aim to empower our staff, allowing them to work more comfortably and confidently.

These projects include:

- Interim Te Reo Guidelines
- Koha Guidelines
- Remuneration Guidelines
- Te Reo Policy (scoping underway)

We have a range of similar projects that we plan to initiate within the next year.

### 7.3 Te Toi Waka Whakareī, WDC Māori Relationship Strategy Year 1 & 2 Outcomes.(Cont.)

This report outlines that during the last six months we have made significant progress and improved the organisation's responsiveness, confidence and ability to engage with Iwi, Hapū and whānau. We are delighted to report the substantive progress made across a range of areas and that overall, we are tracking well against advancing our LTP Priority and implementing the wider goals of Te Toi Waka Whakareī.

However, due to a very dynamic environment including the demands of the LTP process, central government policy direction changes and external pressures this has required the organisation to pivot from some of the specific projects scheduled for the first year of Te Toi Waka Whakareī (the MRS).

At this point in time, only two of our seven Iwi Partners have dedicated Relationship Leads, in the Toi Kotuīa team to coordinate and triage work. We acknowledge this is a priority and has been largely provided for through the upcoming LTP process. Until the capability and capacity of Council is fundamentally strengthened, we will continue to partner with and assist the capability across the business groups, collaborate and share as much as we can. This does provide a limited resource, and this has been recognised at the Executive Leadership Team level. However, with the support of resourcing signalled from the draft Long-Term Plan, Toi Kotuīa should have the relevant resources required to support the organisation as well as continue with specific projects and work programmes to meet the outcomes of Te Toi Waka Whakareī.

#### 5. Options – *Ngā Kōwhiringa*

No options have been identified relating to the matters of this report.

#### 6. Significance and Engagement Assessment – *Aromatawai Pāhekoheko*

##### 6.1. Assessment of Significance

The recommendations of this report are assessed to be of moderate significance in accordance with the Council's Significance and Engagement Policy.

#### 7. Considerations - *Whai Whakaaro*

##### 7.1. Financial/budget considerations

There are no budgets assigned from the 23/24 Annual plan for Year 2 Outcomes.

Budget to deliver some of the CSF Outcomes were supported by existing training budget and from other workstreams that had alignment to the MRS.

##### 7.2. Strategic alignment

This strategy is consistent with Council's LTP priority of and strategic direction to strengthen whānau, hapū and iwi partnerships, and deliver on WDC legislative obligations.

There have been no inconsistencies with any of the Council's policies or plans which have been identified in relation to this report.

### **7.3.1 Appendix 1 - Toi kotuia Business Planning Maori Relationship Strategy**

#### **7.3. Climate change assessment**

The matters of this specific report are procedural and there are no significant climate change impacts.

#### **7.4. Risks**

Risks associated with the delivery of Te Toi Waka Whakarei strategy are reported through the Risk and Assurance Committee through the enterprise risk management framework. Risks identified in this report are largely funding restrictions for the operational needs of Toi Kotuia group and the wider business to implement Te Toi Waka Whakarei and they have been addressed through provisions of the draft LTP.

#### **8. Next steps - *Ahu whakamua***

The next priorities for the organisation to focus on in the coming six months are related to the following areas;

- 2024 review and refresh of the 2024 Toi Kotuia business work plan under Te Toi Waka Whakarei strategy.
- He kahupapa (WDC Cultural Competency Framework) 2024 refresh and rollout to the organisation.
- Progress Reo rua Whakatane Outcomes.
- Progress Reo rua Murupara negotiations.
- Continue to support MACA framework development.
- Continue to support the WDC Maori Wards legislation input.
- Continued strategic advice across WDC and relationship support to Iwi, hapu and whanau.

#### **Attached to this report:**

**Appendix 1:** Te Toi Waka Whakarei - Māori Relationship Strategy Critical Success Factors

### **7.3.1 Appendix 1 - Toi kotuia Business Planning Maori Relationship Strategy**



**7.3.1 Appendix 1 - Toi kotuia Business Planning Maori Relationship Strategy(Cont.)**

**Critical Success Factors- Year 1 & 2**

Critical Success Factor	Status	Objective
<b>Status Bar</b>		
Orange - Off Track	●	
Red - At Risk	●	
Green - On track	●	
Blue - Completed	●	
<b>Critical Success Factors- Maori Relationship Strategy</b>		<b>Objectives</b>
<b>Empowered Organisation</b>		Fit for purpose organisation
Refresh Te Kahupapa	●	
<b>Toi Kotuia</b>		Fit for purpose organisation
GIS Functionality update	●	
Explore IT tools to create efficiencies and manage relationships	●	
Te Ohu Māori - WDC Māori Staff	●	
<b>Leadership</b>		Building meaningful and trusted relationships
Submissions to central government	●	
Exec- Iwi & Hapu - Shared Business Planning	●	
Translation Services for the organisation	●	
<b>Resource Māori participation and engagement</b>		Partnering on programs and projects
LTP Bid	●	
BOF Policy Hub (Te Au o te Awa Punga)	●	
EMPO - Māori Engagement Protocols	●	
Iwi Chairs Hui	●	
<b>Māori Identity</b>		Building meaningful and trusted relationships
Reo Rua ki Murupara	●	
<b>Reo Rua ki Whakatane</b>		
<b>Māori Identity, stories and history told via WDC activities, projects and signage</b>		Partnering on programs and projects
Signage Policy	●	
Update website history (RR)	●	
<b>Council Policies</b>		Fit for purpose organisation
Road Naming Policy	●	
Remuneration Guidelines	●	
Maori Policy Subscription	●	
Interim Te Reo Guidelines	●	
Civil defence - Maori Unit	●	
Review schedule of Council policies	●	
Koha Guidelines	●	
<b>Decision Making Framework</b>		Increased Maori participation in LG
Finalising Procurement framework	●	
<b>HR - Organisational Values and Māori Competency included in Job Description and Recruitment</b>		Fit for purpose organisation
Induction info- Cultural Capability	●	
HR- Induction info on Toi Kotuia	●	
<b>Communications</b>		Building meaningful and trusted relationships
Communications strategy input	●	
<b>Performance and Accountability</b>		Building meaningful and trusted relationships
Cost code SOP- IHW engagement	●	
<b>Financial Reporting of Māori Engagement</b>		Fit for purpose organisation
Relationship Health Check	●	
<b>Relationship Excellence</b>		Fit for purpose organisation Upholding Treaty-based agreements
Marine and Coastal Area Act	●	
Whakatohea Settlement Act	●	
Mana Whakahono & Formal Agreements	●	
FTE Recruitment	●	
Relationship Lead- Ngati Manawa and Ngati Whare	●	

## 8 Resolution to Exclude the Public - *Whakataunga kia awere te marea*

### 8 Resolution to Exclude the Public - *Whakataunga kia awere te marea*

**THAT** the public be excluded from the following parts of the proceedings of this meeting, namely the Eastern Bay of Plenty Local Alcohol Policy.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48(1) for the passing of this resolution</b>
Eastern Bay of Plenty Local Alcohol Policy	Good reason to withhold exists under Section 7.	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48(1)(a)

This resolution is made in reliance on sections 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 7 of that Act, which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

<b>Item No</b>	<b>Interest</b>
1	Maintain legal professional privilege (Schedule 7(2)(g))

**1 Reports - *Ngā Pūrongo***

**1 Reports - *Ngā Pūrongo***

**1.1 Public Excluded - Eastern Bay of Plenty Local Alcohol Policy**

**1.1.1 Appendix 1 - Legal advice**