



Te Tai o Poutini PLAN

A combined district plan for the West Coast

APPLICATION FOR CERTIFICATION TO POUTINI NGĀI TAHU FOR SITES AND AREAS OF SIGNIFICANCE TO MĀORI (SASM) PERMITTED ACTIVITY RULES

Sites and Areas of Significance to Māori (SASM) are important places associated with the cultural traditions, history or identity of Poutini Ngāi Tahu and include former sites of occupation. Poutini Ngāi Tahu is the combined name for the two West Coast Ngāi Tahu Rūnanga (subtribes), which are Te Rūnanga o Ngāti Waewae and Te Rūnanga o Makaawhio.

The SASM have been mapped, and these maps are included in the Te Tai o Poutini Plan (TTPP). [Schedule 3](#) in the TTPP includes a table which lists all the SASM and identifies the values associated with each SASM. There is an [Information Sheet](#) on the TTPP website which provides more details on SASM.

There are rules in the SASM Chapter of the TTPP controlling certain activities located within or near a SASM. In some cases, your activity may fall within a SASM listed within permitted activity rules of the [SASM Chapter](#) in the TTPP. To undertake an activity within these SASM a resource consent is required unless you can obtain a certificate from the relevant Poutini Ngāi Tahu Rūnanga. The certificate shows your activity has been assessed by Rūnanga and states that your proposed activity will not result in any unacceptable effects on their values associated with that SASM.

This form should only be used when applying for the certification process associated with permitted rules of the SASM Chapter in the TTPP. The form outlines the information requirements Poutini Ngāi Tahu will need to consider for your certification request. Please ensure you provide all the information requested in the form or Poutini Ngāi Tahu will be unable to process your request. Please ask District Council staff if you need any assistance with completing the form.

Once you have filled in the form, please email a copy of the form to your relevant District Council. The District Council will check to see if you have completed the form correctly. If the form is incomplete, they will return the form to you. All completed forms will be emailed by District Council staff to the relevant Poutini Ngāi Tahu Rūnanga for their assessment.

Poutini Ngāi Tahu will use the information you have provided in the form to assess the effects of your activity/proposal in relation to their cultural values for the site. Poutini Ngāi Tahu will contact you with any queries they have and seek to provide a response within 10 working days of receiving your application from the District Council. There is no charge associated with this process.

It is not compulsory to apply for a certificate from Poutini Ngāi Tahu and if you decide you do not want to apply for a certificate, you will need to apply for a resource consent for your proposed activity from your District Council.

Please email your completed form to your relevant District Council

Buller District Council: planning@bdc.govt.nz

Grey District Council: [GDC Planning@greydc.govt.nz](mailto:GDC_Planning@greydc.govt.nz)

Westland District Council: planning@westlanddc.govt.nz

APPLICANT(S) DETAILS

Full name of applicant(s)

Postal address

Contact phone number

Email address

SITE DETAILS

Location of proposed works/activity

Please include the site address and legal description of site.

District that site is located within

Buller

Grey

Westland

Name and number of the Site or Area of Significance to Māori (SASM) that your activity is located within

Please ask District Council staff if you need assistance to find this information.

Name:

SASM Number:

Attach a map of your site. Please show the location and extent of your proposed works/activity.

Please include 2 road names and any local waterbodies on the map so your site can be easily identified. A north arrow and map scale is also useful.

Is site map attached?

Yes

No

DESCRIPTION OF PROPOSAL/WORKS

Provide a description of the proposed works to be undertaken.

For example: For any earthworks, please specify the extent, depth and volume of earthworks. For vegetation removal, the

<p>area and type of indigenous vegetation to be removed.</p>	
<p>Which rule (or rules) in the SASM Chapter of the TTPP is applicable to the proposed activity you wish to undertake?</p> <p><i>Please ask District Council staff if you need assistance to answer this question as <u>not</u> all rules apply to every SASM site.</i></p>	<p><input type="checkbox"/> SASM Rule 2 – Minor Earthworks e.g. maintaining existing fences and overhead network lines, digging holes for new fence posts, and maintaining roads and tracks within their existing footprint</p> <p><input type="checkbox"/> SASM Rule 3 – Demolition of a structure e.g. demolition, removal of, or alternations to a structure where no land disturbance is involved</p> <p><input type="checkbox"/> SASM Rule 4 – Clearance of indigenous vegetation Note: you do <u>not</u> require a certificate if you are only proposing hand clearance for maintenance purposes within 1 metre of an existing fence line or the removal of planted garden vegetation</p> <p><input type="checkbox"/> SASM Rule 5 – Temporary events e.g. fairs, festivals, sporting and special events, commercial filming or video production activities, emergency services training events, public firework displays, structures for construction and demolition activities, temporary farmers or craft markets</p> <p><input type="checkbox"/> SASM Rule 6 – Larger earthworks, buildings and structures e.g. construction or placement of a building or structure on the site or any earthworks which are greater than those explained for SASM Rule 2 above.</p> <p><input type="checkbox"/> SASM Rule 7 – Quarries, including Farm quarries and mineral extraction e.g. disturbance of the earth for mineral extraction/mining or the creation or use of a quarry including a farm quarry.</p>
<p>Provide any relevant design plans or building work plans or maps for the proposal.</p>	<p>Are any designs or plans attached? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>List and describe any measures or actions you will take to avoid, mitigate or remedy adverse effects from your proposal.</p> <p><i>Example: For excavations, adoption of the attached accidental discovery protocol. For indigenous vegetation removal, ensure there is at least a 10 metre setback from waterway to reduce sedimentation of water.</i></p>	

ACCIDENTAL DISCOVERY OF ARCHAEOLOGICAL MATERIAL

Earthworks within a SASM have the potential to disturb materials of cultural significance to Poutini Ngāi Tahu. Accidental discoveries could include the finding of Māori artefacts, or evidence of archaeological sites which may include burnt and fire cracked stones, shells, remains of pā/fortified village or kāinga/settlements.

In some areas there are already listed and recognised archaeological sites of Māori origin. These are recorded as NZAA sites by the New Zealand Archaeological Association (NZAA) and can be found on the national database of recorded archaeological sites (ArchSite). These sites are also listed within Appendix 10 of the TTPP. Modification or destruction of an archaeological site requires an archaeological authority under the Heritage NZ Pouhere Taonga Act 2014. Please ask District Council staff if you need assistance to find this information.

At the back of the form is a copy of an ‘Accidental Discovery Protocol’ that explains the steps to take if you find a Māori artefact, a burial site or an archaeological site when you are undertaking works on your site.

In the event of an “accidental discovery” of archaeological material being uncovered on the site, would you agree to adopting the Accidental Discovery Protocol attached to this form?

Yes No

Are there any NZAA* sites on or near the site?

Yes No

*Please ask District Council staff if you need assistance to answer this question

NZAA numbers:

If Yes, please specify the NZAA number

FULL NAME(S): _____

SIGNATURE: _____

DATE: _____

ACCIDENTAL DISCOVERY PROTOCOL (ADP)

PRIOR TO THE COMMENCEMENT OF ANY WORKS, A COPY OF THIS ACCIDENTAL DISCOVERY PROTOCOL (ADP) SHOULD BE MADE AVAILABLE TO ALL CONTRACTORS WORKING ON SITE.

Purpose

In the event that an unidentified archaeological site is located during works, this Accidental Discovery Protocol (ADP) sets out the procedures that must be followed in event that taonga (Māori artefacts), burial sites/kōiwi (human remains), or archaeological sites are accidentally discovered.

Background

Land use activities involving earthworks have the potential to disturb material of cultural significance to tāngata whenua. In all cases, such material will be a taonga/treasure and in some cases such material will also be wāhi tapu/sacred. Accidental discoveries may be indicators of additional sites in the area. They require appropriate care and protection, including being retrieved and handled with the correct Māori tikanga/protocol.

Under the Heritage New Zealand Pouhere Taonga Act 2014, an archaeological site is defined as any place associated with pre-1900 human activity, where there is material evidence relating to the history of New Zealand. It is an offence under s87 to modify or destroy the whole or any part of an archaeological site (known or unknown) without an authority from Heritage New Zealand Pouhere Taonga irrespective of the works are permitted, or a consent has been issued under the Resource Management Act 1991.

Protocol

Immediately following the discovery of material suspected to be a taonga/treasure, kōiwi/human remains or archaeological site, the following steps shall be taken:

1. All works on the site will cease immediately at that place and within 20 metres around the site.
2. Immediate steps will be taken to secure the site to ensure the archaeological material is not further disturbed.
3. The contractor/works supervisor/owner will notify the relevant Poutini Ngāi Tahu Rūnanga, Council and the Area Archaeologist of Heritage New Zealand Pouhere Taonga. In the case of kōiwi/human remains, the New Zealand Police must be notified.
4. The relevant Poutini Ngāi Tahu Rūnanga and Heritage New Zealand Pouhere Taonga will jointly appoint/advise a qualified archaeologist who will confirm the nature of the accidentally discovered material.
5. If the material is confirmed as being archaeological, the contractor/works supervisor/owner will ensure that an archaeological assessment is carried out by a qualified archaeologist, and if appropriate, an archaeological authority is obtained from Heritage New Zealand Pouhere Taonga before work resumes (as per the Heritage New Zealand Pouhere Taonga Act 2014).

6. The contractor/works supervisor/owner will also consult with the relevant Poutini Ngāi Tahu Rūnanga on any matters of tikanga (protocol) that are required in relation to the discovery and prior to commencement of any investigation.
7. If kōiwi (human remains) are uncovered, in addition to the steps above, the area must be treated with utmost discretion and respect, and the kōiwi dealt with according to both law and tikanga, as guided by the relevant Poutini Ngāi Tahu Rūnanga. Remains are not to be moved until such time as the relevant Poutini Ngāi Tahu Rūnanga, New Zealand Police and Heritage New Zealand Pouhere Taonga have responded.
8. Works in the site shall not recommenced until authorised by the relevant Poutini Ngāi Tahu Rūnanga, Heritage New Zealand Pouhere Taonga (and in the New Zealand Police in the case of kōiwi) and any other authority with statutory responsibility, to ensure that all statutory and cultural requirements have been met.
9. All parties will work towards work recommencing in the shortest possible timeframe while ensuring that any archaeological sites discovered are protected until as much information as practicable is gained and a decision regarding their appropriate management is made, including obtaining any archaeological authority under the Heritage New Zealand Pouhere Taonga Act 2014 if necessary. Appropriate management may include recording or removal of archaeological material.
10. Although bound to uphold the requirements of the Protected Objects Act 1975, the contractor/works supervisor/owner recognises the relationship between Ngāi Tahu whānui, including its Rūnanga, and a taonga (Māori artefacts) that may be discovered. Where Rūnanga so request, any information recorded as a result of the find, such as, a description of location and content, is to be provided for their records.

**IF IN DOUBT, STOP AND ASK, TAKE A PHOTO AND SEND IT TO THE HERITAGE NEW ZEALAND
POUHERE TAONGA ARCHAEOLOGIST**

Contact Details:

Te Rūnanga o Ngāti Waewae:

Marae Office

Phone: 0277556451

Email: admin@ngatiwaewae.org.nz

Te Rūnanga o Makaawhio:

Marae Office

Phone: 03 755 7885

Email: Makaawhio.Admin@ngaitahu.iwi.nz

Heritage New Zealand Pouhere Taonga:

Southern Regional Office

Phone: 03 363 1880

Email: infosouthern@heritage.org.nz