

I hereby give notice that an ordinary meeting of the Pukekohe Cemetery Committee will be held on:

Date: Tuesday, 6 May 2025
Time: 5:00pm
Meeting Room: Level 1, Franklin The Centre
Venue: 12 Massey Avenue, Pukekohe
and via Microsoft Teams videoconference

Pukekohe Cemetery Committee

OPEN AGENDA

MEMBERSHIP

Chairperson	Makere Rikka Heke
Deputy Chairperson	Harley Wade
Members	Member Tini Astle
	Member Pyllis Bhana
	Member Alan Cole
	Member Angela Fulljames
	Member Sonny Parata
	Member Pare Rauwhero
	Member Logan Soole

(Quorum 5 members)

Denise Gunn
Democracy Advisor

30 April 2025

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TERMS OF REFERENCE

(Excerpt – full terms of reference available as a separate document)

The terms of reference set out the purpose, role and protocols of all Auckland Council demographic advisory panels. Panel members abide by the Code of Conduct for members of Auckland Council advisory panels.

Purpose

As one of council's engagement mechanisms with diverse communities, the demographic advisory panels provide advice to the governing body and council staff within the remit of the Auckland Plan on the following areas:

- Auckland Council's regional policies, plans and strategies
- regional and strategic matters including those that Council-Controlled Organisations deal with
- any matter of particular interest or concern to diverse communities.

Outcomes

The panel's advice will contribute to improving the outcomes of diverse communities and social cohesion as set out in the Auckland Plan. The panels will advise through their agreed strategic agenda and detailed work programme.

Strategic agenda and work programme

The panel must develop a work programme and set a strategic agenda for the term. The agendas should be focused and integrated across the panels for collaborative input into shared agendas, particularly in relation to the Auckland Plan, the Long-term Plan and regional policies. The panels should advise on council's operational and organisational strategies relevant to diverse communities.

The panels may also consider whether they wish to choose, shape and support a project they feel passionate about as part of their work programme.

The governing body and council staff should work with the panels for the development of their strategic agendas and work programme. The Planning, Environment and Parks Committee will approve the panel's work programme and any subsequent major changes to it.

Submissions

The panel cannot make formal submissions to Auckland Council on council strategies, policies and plans, for example, the annual plan. However, the panel may be asked for informal feedback during a consultative process.

In its advisory role to the council, the panels may have input to submissions made by the council to external organisations but do not make independent submissions, except as agreed with the council.

This does not prevent individual members being party to submissions outside their role as panel members.

Review

The form and functioning of the panels may be reviewed prior to or after, the end of the panel's term in September 2025.

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1 Nau Mai | Welcome

The meeting will open with karakia and the Chair will welcome everyone present.

2 Ngā Tamōtanga | Apologies

At the close of the agenda no apologies had been received.

3 Te Whakapuaki i te Whai Pānga | Declaration of Interest

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

4 Te Whakaū i ngā Āmiki | Confirmation of Minutes

That the Pukekohe Cemetery Committee:

- a) whakaū / confirm the ordinary minutes of its meeting, held on Tuesday, 5 November 2024, as true and correct.

5 Ngā Pakihi Autaia | Extraordinary Business

Section 46A(7) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“An item that is not on the agenda for a meeting may be dealt with at that meeting if-

- (a) The local authority by resolution so decides; and
- (b) The presiding member explains at the meeting, at a time when it is open to the public,-
 - (i) The reason why the item is not on the agenda; and
 - (ii) The reason why the discussion of the item cannot be delayed until a subsequent meeting.”

Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“Where an item is not on the agenda for a meeting,-

- (a) That item may be discussed at that meeting if-
 - (i) That item is a minor matter relating to the general business of the local authority; and
 - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but

- (b) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.”

Update on engagement for a memorial at Pukekohe Cemetery

File No.: CP2025/07371

Te take mō te pūrongo Purpose of the report

1. To update the Pukekohe Cemetery Committee on engagement for a memorial to those buried in unmarked graves in Pukekohe Cemetery. The period this report covers is October 2024 - April 2025.

Whakarāpopototanga matua Executive summary

2. Pukekohe Cemetery Committee approved an engagement plan on 5 November 2024 to build on previous engagement and enable the committee to connect with and hear from whaanau and hapori, iwi mana whenua, and key stakeholders, on a memorial to those buried in unmarked graves in Pukekohe Cemetery.
3. Engagement hui for whaanau and hapori have been held on 8 February, 15 February, 27 February, and 27 April 2025.
4. A summary report on whaanau and hapori engagement is at Attachment 1.
5. A Pukekohe Cemetery memorial website is essentially ready to be released to support communications and engagement. It is recommended that the website be launched as soon as possible.
6. Mana whenua engagement through paanui and liaison by the committee Chair has commenced and is ongoing.
7. Auckland Transport, Counties Energy, and the Community Facilities department of Auckland Council are being kept in touch on project progress, so they can be brought into the memorial concept design process when timing is right for footpath, kerb and channel, and pad mounted transformer improvements on Ward Street, as well as other upgrades within the cemetery.
8. Engagement commenced with Franklin Historical Society and the Franklin Branch of the NZ Society of Genealogists, with their initial feedback leading to a further community engagement session in February and their support for promoting an engagement hui.
9. Liaison with the Heritage Unit of Auckland Council has developed a scope for a research report that will seek to bring together an in-depth history of the Pukekohe Cemetery and unmarked graves site as part of this project. The Auckland Council Libraries oral history curator has indicated support is available for Ngaa Hau E Whaa Marae representatives to record oral, photographic and/or video histories associated with this project, through provision of equipment, training, and advice.
10. Recommended next steps for engagement include initiating a memorial concept design process based on engagement received to date, ensuring robust processes for keeping participants updated and informed; re-engaging with those involved to date once a concept design is developed, and broadening concept design engagement through extensive promotion.

Ngā tūtohunga Recommendation/s

That the Pukekohe Cemetery Committee:

- a) whiwhi / receive and arotake/ review a final summary report on whaanau and hapori engagement for February and April 2025.
- b) initiate a memorial concept design process based on engagement input received to date
- c) whakaae / approve the launch of the memorial website and Facebook page to assist in keeping whaanau, hapori, mana whenua, and stakeholders updated and informed on memorial project progress and future opportunities for involvement.

Horopaki Context

11. The Pukekohe Cemetery Committee approved an engagement plan on 5 November 2024 to map out an approach for the committee to connect with and hear from whaanau and hapori, iwi mana whenua, and key stakeholders, on a memorial to those buried in unmarked graves in Pukekohe Cemetery.
12. The purpose of initial engagement is to assist the committee to give direction and make decisions about development of a design brief or concept for a memorial.
13. Further engagement will also be required to facilitate future aspects of memorial development, construction, installation, inauguration, and ongoing maintenance.
14. An engagement working group comprising Ngaa Hau E Whaa Marae o Pukekohe leaders, the project manager, engagement contractor, communications expert, website lead, and two members of the Pukekohe Cemetery Committee (including the Chair) have been meeting fortnightly since late October 2024 to support implementation of the engagement plan on behalf of the Pukekohe Cemetery Committee.
15. The engagement working group has initiated and supported the following:

Whaanau and hapori engagement hui

16. Engagement hui for whaanau and hapori have been held as follows:
 - Saturday 8 February, 10am – 12noon, Franklin Room, Franklin The Centre
 - Saturday 15 February, 10am – 12noon, Ngaa Hau E Whaa Marae o Pukekohe
 - Thursday 27 February, 6 – 8pm, Franklin Room, Franklin The Centre.
 - Sunday 27 April, 1pm-4pm Ngaa Hau E Whaa Marae o Pukekohe.
17. Online hui were also scheduled for 22 February and 26 February 2025. Promotion of these online hui asked participants to register for the sessions. Both online hui were cancelled due to a lack of registrations.
18. A summary report on whaanau and hapori engagement is at Attachment 1.

Pukekohe Cemetery Memorial website development

19. Pukekohe Cemetery Committee and the engagement working group agreed that development of a website would be a key tool for inclusive communication, engagement, and to meet the commitment of keeping whaanau and hapori updated on memorial progress with information and regular paanui.
20. Members of the engagement group have worked closely with the website lead to shape and develop the website, draft content, provide key contacts for newsletters, and generally act as a sounding board for website material.

21. The Pukekohe Cemetery Committee has had opportunity to review and comment on the memorial website.
22. At the time of writing this report, the website is essentially ready to be released to support communications and engagement for a memorial. It is recommended that the website be launched as soon as possible.

Mana whenua engagement

23. The Pukekohe Cemetery Committee Chair has represented the committee in engagement with mana whenua on the memorial.
24. The engagement group supported the Chair to prepare paanui communicating with eleven mana whenua iwi with registered interest in the Pukekohe area, commencing with those mana whenua who have closest connection to Ngaa Hau E Whaa Marae o Pukekohe and the urupaa.
25. In January 2025, a paanui from the Chair updated mana whenua leaders on the progress of the memorial project, outlining the members of the Pukekohe Cemetery Committee, sharing dates/times/places for memorial engagement hui with whaanau and hapori in February, seeking mana whenua support to promote these hui, and undertaking to keep mana whenua informed (including an offer to meet) after initial engagement hui.
26. On 28 March 2025, a paanui from the Chair was sent to Ngaati Tamaoho Trust and Ngaati Tamaoho Settlement Trustees, Chief Executive Officers, and Kaitiaki. This paanui shared a summary of whanau and hapori engagement to date and invited feedback, it shared memorial website content and invited review and input, it proposed temporary signage at the urupaa to let whaanau and hapori know what is happening with the project, and it outlined the proposal for site survey mapping and a radar scan of the urupaa seeking involvement and support from Ngaati Tamaoho leaders and kaumaatua.
27. At the engagement working group meeting on 15 April 2025, the Chair updated ongoing engagement and undertook to coordinate a visit to the urupaa for Ngaa Hau E Whaa Marae o Pukekohe representatives and Ngaati Tamaoho, seeking to coincide the date with the Pukekohe Cemetery Committee meeting of 6 May 2025.

Stakeholder engagement: Auckland Transport, Counties Energy, Auckland Council

28. The engagement group coordinated a meeting of Pukekohe Cemetery Committee members and key staff of Auckland Transport and Counties Energy in December 2024 for the purposes of discussing coordinated improvements to the Ward Street road corridor adjacent to the urupaa.
29. A site visit for committee members was arranged on 27 March 2025 to consider improvements to footpath, kerb and channel; pad mounted transformer boxes; and general maintenance of Pukekohe Cemetery, including the water taps and location.
30. Direction from the Pukekohe Cemetery Committee to the engagement working group has been to keep Auckland Transport, Counties Energy, and the Community Facilities department of Auckland Council in touch with memorial project progress, and ensure their key representatives are brought into the memorial concept design process when the timing is right.

Stakeholder engagement: Franklin Historical and Franklin Genealogy groups

31. On 10 January 2024, members of the Pukekohe Cemetery Committee and engagement group met with representatives from both the Franklin Historical Society and the Franklin Branch of the NZ Society of Genealogists.
32. The purpose of both meetings was to seek the support of these two key groups, to find out how the societies may wish to be involved in the memorial project, and to seek their expertise and assistance with an inclusive engagement approach, and promotion of engagement meetings.

33. There was agreement from these groups that development of a memorial at Pukekohe Cemetery is certainly appropriate.
34. Feedback from the meetings led to a further engagement session being scheduled, information sharing, and support with promotion for engagement hui.

Engagement with council departments to enhance research and records

35. Members of the engagement group have been liaising with the Heritage Unit of Auckland Council to develop a scope for a research report that will bring together an in-depth history of the Pukekohe Cemetery and unmarked graves site as part of this project.
36. Members of the engagement group have been liaising with the Auckland Council Libraries oral history curator for support for Ngaa Hau E Whaa Marae representatives to record oral, photographic and/or video histories associated with this project, through provision of equipment, training, and advice.

Tātaringa me ngā tohutohu Analysis and advice

Key themes for engagement to date

37. There are some key themes that are emerging from whaanau and hapori engagement on a memorial for Pukekohe Cemetery unmarked graves, including:
 - There are many deeply painful memories of grief, loss, and intergenerational trauma.
 - Pukekohe market gardens are connected to many memories.
 - There are unanswered questions about whaanau and where they rest in the urupaa.
 - Many participants have stated that a memorial needs to be inclusive, to acknowledge the diversity of backgrounds and cultures of those resting in the urupaa.
 - Development of a memorial should help transform the urupaa from a very sad place to one of that allows people to move forward, heal, and forgive.
 - There have been requests for the committee to do something soon, such as putting up temporary signs to let people know what is happening at the urupaa.
 - Ideas have been shared for a memorial that creates a place to reflect and connect with those who rest there.
 - There has been differing perspectives on whether to name (or not name) those who rest in the urupaa.
 - Feedback has also been received on how the committee might improve its communication, representation, and processes.
38. Attachment 1 gives a fuller picture of the input of whaanau and hapori at engagement hui held in February and April 2025.

Next steps for engagement

39. The engagement plan envisages building on work around local schools' history curriculum and the Pukekohe murals to engage with rangatahi/young people on a memorial. Timing for this engagement will likely work best when both the memorial website and social media page are available as background material and to facilitate interaction.
40. Similarly, the engagement plan contemplates that engaging the wider community will be most effective when there is a concept design available, which can be promoted extensively through the memorial website, social media, an online survey, drop-in sessions, and enhanced by displays at the Pukekohe Library and other venues.

41. It is recommended that Pukekohe Cemetery Committee updates all those involved in engagement to date, through sharing of the website, launch of an associated Facebook page, paanui to whaanau, hapori and stakeholders; and that focus turns to development of a memorial concept design based on engagement to date.

Tauākī whakaaweawe āhuarangi **Climate impact statement**

42. Cemeteries can experience climate change impacts such as increased flooding, erosion, and extreme weather events, potentially damaging graves.
43. Site survey mapping and a radar scan are scheduled to take place on 28 April 2025, and this work should indicate if any of these potential impacts feature as a concern for unmarked graves at Pukekohe Cemetery.

Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera **Council group impacts and views**

44. Formation of the Pukekohe Cemetery Committee aligns with Kia Ora Tāmaki Makaurau – the Māori Outcomes framework for the Auckland Council group, particularly in respect of Kia ora te hononga / Effective Māori participation, where Māori are active partners and decision-makers alongside Auckland Council, in this case the Franklin Local Board.

Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe **Local impacts and local board views**

45. On 28 November 2023, the Franklin Local Board resolved to establish a committee to lead and oversee a memorial project at Pukekohe Cemetery, with representatives from the local board and the Pukekohe Māori community through Ngā Hau E Wha Marae and mana whenua.

Tauākī whakaaweawe Māori **Māori impact statement**

46. In addition to Kia ora te hononga / Effective Māori participation, where Māori are active partners and decision-makers alongside Franklin Local Board, the Pukekohe Cemetery memorial project seeks to contribute to other Kia Ora Tāmaki Makaurau goals of empowering whaanau and uplifting mana Māori, identity and culture.

Ngā ritenga ā-pūtea **Financial implications**

47. There are no financial implications for this report which communicates an update on engagement over the October 2024 – April 2025 period and does not seek allocation of any further budget or funding at this time.

Ngā raru tūpono me ngā whakamaurutanga **Risks and mitigations**

48. Engagement with whaanau, hapori, mana whenua, and stakeholders, is generally a positive and beneficial undertaking. It is important to maintain communication once engagement commences, otherwise there can be risks of miscommunication and the potential for unintended consequences, such as loss of trust and project momentum. This can sometimes manifest as public criticism.
49. Keeping whaanau, hapori, mana whenua, and stakeholders updated and informed; and being visible and proactive in sharing project progress and opportunities for involvement, can assist in maintaining trust, confidence, and momentum, as well as avoiding unrealistic expectations or engagement fatigue.

Ngā koringa ā-muri Next steps

50. The next steps for Pukekohe Cemetery Committee engagement would be recommended as:
- Reviewing the whaanau and hapori engagement summary from February and April 2025 hui (Attachment 1).
 - Initiating a memorial concept design process based on engagement received to date.
 - Ensuring robust processes for keeping whaanau, hapori, mana whenua, and stakeholders updated and informed on memorial project progress and future opportunities for involvement, which will be significantly enhanced through the launch of the website and Facebook page
 - Re-engaging those involved to date once a concept design is developed.
 - Broadening concept design engagement through extensive promotion of the memorial website, via social media, hui with mana whenua, an online survey, targeted rangatahi sessions at local schools, drop-in sessions for wider community, and including concept displays at the Pukekohe Library and other venues.

Ngā tāpirihanga Attachments

No.	Title	Page
A	Pukekohe Cemetery Memorial whaanau and hapori engagement summary	13

Ngā kaihaina Signatories

Author	Carol McKenzie-Rex, Engagement Kaiwhakahaere – Pukekohe Cemetery Memorial Committee
Authoriser	Manoj Ragupathy - Local Area Manager

Summary

Subject: Pukekohe Cemetery Memorial whaanau and hapori engagement summary
For: Pukekohe Cemetery Committee

Executive Summary

1. A number of whaanau and hapori engagement hui were hosted by the Pukekohe Cemetery Committee held in February and April 2025.
2. Whaanau and hapori engagement hui were promoted in a number of ways – a digital poster on social media, paanui to all mana whenua iwi with interests in Pukekohe, meetings with key stakeholder groups asking them to share information with their networks, and Ngaa Hau E Whaa marae/committee representatives reaching out to whaanau and hapori to spread the word about memorial engagement hui.
3. There were three whaanau and hapori engagement hui held throughout February 2025, on 8th, 15th and 27th. Two planned online hui were cancelled due to lack of registrations. A further whaanau engagement hui was held on Sunday 27 April 2025.
4. Each engagement hui was hosted and delivered in a consistent way, with tikanga led by kaumatua and the introductory presentation anchored by the Chair of the committee.
5. During the whaanau and hapori koorero, a facilitator from the committee joined each table and discussion was prompted with two main paatai (questions):
 - (i) What are your stories, your histories, your memories, your whakaaro, about our whaanau resting in the Pukekohe urupaa?
 - (ii) When you go to the urupaa, how do you want to reflect on and connect with those you are remembering?
6. Themes from whaanau engagement on a memorial emphasise the pain and grief associated with this kaupapa, and a strong interrelationship of whaanau stories with the market gardens. Also that there are still many unknowns and unanswered questions, and that a memorial must be inclusive and should seek to be transformative. There are requests that the committee indicate to the public that there is a memorial project occurring at the urupaa, by placing temporary signage/information there. Many ideas were expressed about creation of a memorial to connect and reflect. Differing perspectives have been expressed on whether to individually name those who rest there, or rather to collectively acknowledge them.
7. Themes from community and stakeholder engagement are similar to whaanau in many respects. There has been consensus that there should be a memorial. Aspirations for a memorial to connect and reflect include many common threads. Stakeholders have also shared views and made requests that presentation of data and historical information related to this kaupapa is accurate and reliable, as well as asking the committee to consider representation and process improvements.

Whaanau and hapori engagement hui held

8. There were three whaanau and hapori engagement hui held throughout February and one in April as follows:

Date	Hui / engagement session	Who was involved	How many people participated
Sat 8 Feb 2025 10am – 1pm	Whaanau engagement hui in the Franklin Room	Whaanau, memorial committee and engagement group members	21
Sat 15 Feb 2025 10am – 1pm	Whaanau engagement hui at Ngaa Hau E Whaa Marae	Whaanau, memorial committee and engagement group members	23
Thu 27 Feb 2025 6pm – 8pm	Whaanau and hapori engagement hui in the Franklin Room – <i>organised at the request of Franklin Branch of the Genealogy Society of NZ</i>	Whaanau, memorial committee members, Franklin Genealogy Society members, and engagement group	18
Sun 27 April 2025 1pm – 4pm	Whaanau engagement hui at Ngaa Hau E Whaa Marae	Whaanau, hapori, memorial committee, and engagement group members	17

9. Online hui were also scheduled for 22 February and 26 February 2025. Promotion of these online hui asked participants to register for the sessions. Both online hui were cancelled due to a lack of registrations.
10. Whaanau feedback was that a kanohi ki te kanohi/face to face engagement approach is preferred for this kaupapa. However, the Pukekohe Cemetery Committee is aware that as this project evolves, and as information and promotion improves with the development of a website and Facebook page, there may be whaanau and hapori living in other parts of New Zealand and overseas who may wish to participate and engage online. The committee has discussed making online hui available for whaanau and hapori if required.

Summary of feedback

Themes from whaanau engagement on a memorial

11. Painful memories

- Many whaanau spoke about the mamae / the pain.
- Whaanau shared experiences about the loss of loved ones and how they only heard snippets from their parents and elders, because it was too painful for them to talk about. Parents and grandparents that had experienced racism often did not share too much with their children, as their way of protecting the next generation from what happened. They wanted their children and grandchildren to dream big, do anything they wanted to, and live their lives without being burdened by the past. Sometimes this manifested as wanting their children to speak English, rather than prioritising te reo Māori / te ao Māori.
- There are still feelings of intergenerational trauma, intergenerational harm, intergenerational damage.
- Memories were shared of when the urupaa was a playground for children, of the names of different roads and streets, of the people who lived there and the whaanau names. And there is also guilt in the painful memories – reflections about playing on the urupaa as children, and as children not knowing it was an urupaa with all its grief and loss. It became clear later that it was an urupaa and that hurt.

- There is pain in still seeing the unmarked graves. The urupaa feels like an ongoing expression of discrimination.
- A memory was shared about a whaanau making multiple small coffins for babies and delivering these to other whanau who had need of them.
Quotes:
- “So much mamae. It was hard to find urupaa for whaanau. There were no vehicles to transport whaanau back home.”
- “It is a pōuri place.”
- “We need to acknowledge the trauma.”
- “We were separated people in Pukekohe. Whaanau is important. We are one people, regardless of race.”
- “No segregation ever again.”

12. The market gardens

- Pukekohe market gardens are connected to many memories.
Quotes:
- “I worked the gardens to make ends meet, right up to my labour, having a 6 pound 10 oz baby, and then I had to go back to work after I delivered or not get paid.”
- “I have memories of working in the market gardens as a child – under car headlights and washing in the trough afterwards.”
- “Everyone was a breadwinner in the market gardens and there was loss of traditional ways. It was a lost generation.”
- “The market gardens brought whaanau and hapori together, and they came from all over”
- “Fridays were shopping days for Māori working in the market gardens. That is when we went to town”

13. Not knowing / unanswered questions

- Some want to know where their whaanau are resting.
- Make sure it is a project for everyone and think about ways we can provide more information for whaanau – as some people want to know where their whaanau are in the urupaa.
- There are requests for the committee to provide evidence of who rests there, to seek to resolve conflicting accounts of who rests there, and to be clear on where there is missing information.
Quotes:
- “The unknown is sad.”
- “I want a tool that helps me find my parents graves.” “I want to find and discover my connections.”
- “I want to know where my grandparents are. They have been lost for 70 years and buried somewhere there.”

- “We have heard different perspectives. One person’s experience is not everyone’s experience. We need to be as accurate and truthful as possible, as if our generation perpetuates something that is not accurate, then the next generation will believe it as truth.”

Questions:

- How can we access information? Will we ever know where to find our whaanau there? Flu epidemic – are there mass graves in the urupaa?
- What about the houses that border the urupaa? Are they built on unmarked graves?

14. A memorial must be inclusive

- A strong theme is that the urupaa is for everyone, no matter who they are.
- A place for everyone. Acknowledge the diversity of backgrounds and cultures in the urupaa.
Quotes:
 - “Those buried, whoever they are, they join up – all races”
 - “This memorial is a community project. People were from all over the place in the true sense of ngaa hau e whaa, from the four winds – north, south, east, and west. So we need to be inclusive of all of them.”
 - “It is not about the book - it is about the people who are there. One memorial for all who are there.”
 - “We want an inclusive memorial – like ANZAC Day.”
 - “It makes us better people when we treat everybody ‘as one’ - even our dead.”

15. Transformation

- The urupaa is a sad place, and we want to transform from such a pōuri (sad, mournful) place into a different āhua (form, nature, condition).
- Participants identified that there is an ongoing feeling of deficit. They discussed whether this mahi can acknowledge the pain and hurt? Whether this mahi can help us move forward? Whether this mahi can contribute to a better, more uplifting energy for our whaanau and hapori in Pukekohe? There is a need for optimism and a hope that sharing of history, and a visible acknowledgement will assist in restoration, will enable our young people to know and understand, and to come through with mana, being confident in who they are, and with high expectations for their futures.

Quotes:

- “We need to show that there are people there in the urupaa and acknowledge that they have a story and that they are remembered. We need to maintain the mana of the people who are there.”
- “We need to visualise and remember who they used to be. Bring honour to their memory”
- “We need to acknowledge the past and the present, and look to the future”
- “I would like the memorial to tell an optimistic story.”
- “Education of wider community to respect the memorial should occur too.”

16. A need to do something soon

- In recent times we see people walking their dogs there at the urupaa. People do not know what it is and who is there.
- It would be good to get some signage up soon at the urupaa. Let people in the community know that something is happening. It could be temporary signage to let people know what is going on and to let people know that there are people buried in unmarked graves. This will help everyone know what this place is and so we can better respect the urupaa and the whaanau who rest there.

17. A memorial - creating a place to reflect and connect

- We need to make it into a place to be able to go and talk to loved ones.
- Gardens and gardening - a recurring theme
- River is a source of healing - think about Waikato River.
- Make a place with a sense of peace
- Pou at the entrances?
- Want a place to sit and reflect
- A place with trees for shade and gardens for beauty
- A place that can be used in a formal way or an informal way
- A place of reflection, healing, and forgiveness
- A memorial should be vandal-proof and easy to protect from vandalism. There is a concern that a memorial will not be respected and might be defaced, and that would be very painful and re-traumatise some of our whaanau.
- Epitaph: include words written in memory of those who rest in the urupaa. This can be in both Māori and English. i.e., inclusive.
- Use of kohatu, stone or rock: has significant cultural and spiritual meaning in Māoridom but is not exclusively Māori, i.e., can be inclusive.
- Kawakawa leaves and plant (as used on the website): associated with mourning and funeral rites of Māori, also a rongoā Māori, a plant associated with medicine and healing, but once again is not exclusively Māori – so can be inclusive.
- Pathways symbolised as a river: significant to Māori and other cultures too.
- A wall – to add shape, to include an epitaph, to consider marking the names that are known, but not naming everyone as some are missing.
- Consider colours of nature and the whenua: greens, browns.

Quotes:

- “There are babies there. The ones who are there need to rest in love.”
- “I want somewhere to grieve, feel kotahitanga, and bring us back together. To feel wairua”
- “Think about the elements – earth, water, wind, fire. Earth and water are a source of life. Availability of water is important - water fountains.”

18. Naming those who rest there

- Some whaanau wish to see names of those resting in the urupaa.
- There is also acknowledgement from some whaanau that naming is not always appropriate, as some whaanau were buried without names.
Quotes:
- “I want to see their names recognised. Bring them into focus”
- “Some names are missing, and we can’t miss anyone out.”
- “The young generation want to know their names, we want to know more about what happened, we want to recognise and honour them”
- “Can we have a *Know your whaanau day*? Paanui out to the whaanau names and come together to share all that is known about where these whaanau rest.”
- “Can this mahi help us whakapapa / connect? Can this mahi help us to find more of our people? Can this mahi help us find out more about other places where our whaanau may rest e.g., Māngere?”

19. Other whaanau whakaaro

Quotes:

- “We need to acknowledge what our Kuia and Kaumātua have done for us, and how we can get behind this kaupapa and support.”
- “Today we heard about some of the things that will help our whaanau heal:
 - Taking back our stories
 - Reconnecting with each others’ stories
 - Reconnecting with each other – a lot of that happened today.”
- “Is there a place for teaching and learning about the history, alongside putting up a memorial?”
- “The youth of today are tomorrows leaders.”
- “We could embrace technology. Use QR codes and digital technology to provide information.”
- “Enable whaanau in Australia, UK, USA and elsewhere to participate and find out more about their whaanau.”
- “Give whaanau the option to participate online and come up with ways to pass on and share information online.”
- “Can you proactively connect with whaanau? Reach out, let whaanau know, find ways to get them involved.”
- “Can we digitise the map that shows where whaanau members are?”

Themes from community and stakeholder engagement on a memorial

20. Agreement that there should be a memorial

- There is consensus about having a memorial.
- A memorial will help us all move forward and focus on what the future might be.
- A memorial needs to be for everyone.

Quotes:

- “People are still hurting, but let’s make progress on being united”
- “It is too hard to hold on to the sad and hurtful feelings, as it influences the next generation”
- “We won’t forget them, let’s honour them all”

21. A memorial – creating a place to reflect and connect

- A place to sit, reflect, heal, and forgive
- A place for contemplation
- A peaceful place, respectful and proud of those who rest there
- A place of inclusion and melding, where all ethnicities are celebrated
- Somewhere to love the people in the urupaa
- Seating, hedges, trees, water
- Make it a welcoming and inclusive place to be
- We want it to be a safe place
- An archway?
- Black obsidian?
- Natural materials?
- Not a gravestone for each person resting there

Quotes:

- “A place of unification, where some of the hurts can go away.”
- “We don’t want it to be a memorial of shame and guilt.”
- “We don’t have all the names, so it may need to be a place for collective remembrance.”

22. Seeking improvements / providing advice to the memorial development process

- Accuracy of information is important. There is some disagreement by members of the Franklin Branch of the Genealogy Society with committee promotion of numbers and ethnicity of people interred in the unmarked graves. Society members would like acknowledgement that some of the data that has been promoted is incorrect.
- Society members are concerned that not all aspects of the documentary (No Māori Allowed) were correct, and feel there was misrepresentation of Pukekohe and the community
- Genealogy Society members would like more involvement. Members feel their prior work to have a memorial developed (in 2015) was not acknowledged. Members believe that their knowledge and expertise has not been recognised.
- European history is important to that area too. In 1864 Europeans settled on that piece of land. The memorial should include a narrative about the history of the place.
- The budget is substantial, the society wants good value for money and accountability.
- There needs to be better communications, promotion, and advertising
- Involve the wider community
- Poster needs to be explicit about how to get links for online meetings
- Organise some shorter drop-in sessions

Presentation and feedback on proposed Pukekohe Cemetery Memorial website

23. Purpose of a website

At the whanau and hapori engagement hui held in April, the website lead presented on the proposed website and outlined the purpose as follows:

- To let people know what is going on, as some people cannot attend the face-to-face hui and meetings
- To provide a starting point with information for people who are just commencing their discovery about connection to the unmarked graves at Pukekohe Cemetery
- To allow people to share stories - if they want to
- To provide regular updates about progress of this mahi
- To make the kaupapa accessible for people who do not live in Pukekohe
- To be accessible for young people.
- To compile history and information about the unmarked graves, the people, and the whenua, for those who do not live here and for those who come after.
- To be inclusive – presenting different voices and perspectives.
- To be enabling - with a confidential portal for whanau information
- To be interactive – answering questions or referring people for more information.

24. Discussion and feedback on the proposed website

Whaanau and hapori members gave some feedback on the proposed website:

- A QR code could be located at the urupaa. A QR code is a Quick Response code, which is a barcode that can be scanned by a smartphone or other device to access digital information. A QR code could direct people to the website to hear and see the story about the urupaa. There was feedback on this suggestion about making sure that the urupaa is a place that retains its tapu.
- The kawakawa imagery for the website was commended. Such imagery does not exclude anyone, but the imagery respects the Māori worldview with the kawakawa plant associated with death and mourning, but also with rongoā and healing.
- There was feedback that it would be positive to have a summary of the status of information, the timeline, and the history of the journey about the urupaa and this project, on the website.
- Some concerns were expressed about online material, as this inevitably receives negative comments and interactions, especially when putting something from whaanau hearts online. A response to this concern was that there would be strict controls around online comments to do with website or any associated Facebook page.

Other input from engagement hui

25. At the engagement hui of 27 February, the Franklin Branch of the NZ Society of Genealogists tabled their research about the urupaa to share with the committee. This research includes plot number of person interred, date buried, surname and first names, parents' names, comments, and whether the registration of birth or death was found.

26. The committee asked that officers of council integrate information from the Franklin Branch of the NZ Society of Genealogists with other research information, referring this to Auckland Council Heritage Unit for a Pukekohe Cemetery research report under development.

Carol McKenzie-Rex
Engagement Kaiwhakahaere
Pukekohe Cemetery Memorial
29 April 2025

Update on the Pukekohe Cemetery Memorial Project

File No.: CP2025/07372

Te take mō te pūrongo Purpose of the report

1. To update the Pukekohe Cemetery Committee on project status. The period this report covers is October 2024 - April 2025.

Whakarāpopototanga matua Executive summary

2. The project is currently in Design. This stage is made up of four parts; Planning & Reporting, Engagement & Design, Permitting & Approvals and Detailed Design & Tendering. See Attachment - Pukekohe Cemetery Memorial project plan.
3. Over this period the focus has been on Planning & Reporting and Engagement & Design.
4. A set of geotechnical supply partners have been identified to assist with undertaking a site survey to support the planning process.
5. An assessment process has been completed with a preferred supplier selected and engaged. A site survey will commence in late April and will take approximately 4 weeks to complete.
6. Meetings have been held with Auckland Council Heritage Unit, Planning & Consents team, to define support in developing a cultural investigation report, to support both the planning and design stages.
7. A scope document has been developed to determine the level and nature of Heritage Unit support. This document has been tabled for review. The next step is to finalise and agree scope and commence.
8. Pukekohe Cemetery Committee approved an engagement plan on 5 November 2024 to build on previous engagement and enable the committee to connect with and hear from whaanau and hapori, iwi mana whenua, and key stakeholders, on a memorial to those buried in unmarked graves in Pukekohe Cemetery.
9. Engagement hui for whaanau and hapori have been held on 8 February, 15 February, 27 February, and 27 April 2025.
10. A summary report on whaanau and hapori engagement is included within this business meeting agenda (as Attachment 1 to the Engagement Report).
11. A site hui identified the need for temporary signage to ensure cemetery users are aware and respect the unmarked areas. Signage design is nearing completion.
12. A set of supply partners have been identified to assist with the design and development of a website to support ongoing engagement and provide a single source of connection and information sharing for all stakeholders and partners.
13. A preferred supplier has been selected, and the development of a website is now 95% complete. It is expected this website will be ready for a public launch by the end of April.
14. A Facebook page has been developed in parallel with the website, also ready for launch.
15. To support the design process development of an artist brief is underway along with the identification of a suitable landscape architect partner to produce the whenua analysis pack.

Ngā tūtohunga Recommendation/s

That the Pukekohe Cemetery Committee:

- a) approve the following next steps to progress the memorial project:
 - i) Launch of the Pukekohe Cemetery Memorial website and Facebook page.
 - ii) Installation of temporary signage at Pukekohe Cemetery to inform people about unmarked graves and the memorial project.
 - iii) Agree a process for artist selection and concept design development.

Horopaki Context

16. Engagement and support is well underway with valuable insights captured. Refer to the engagement summary report within this agenda.
17. Site investigation work streams are underway, both physical and cultural, to support the design process.
18. The current focus is on progressing towards concept design

Tātaritanga me ngā tohutohu Analysis and advice

Engagement

19. The engagement plan contemplates that engaging the wider community will be most effective when there is a concept design available, which can be promoted extensively through the memorial website, social media, an online survey, drop-in sessions, and enhanced by displays at the Pukekohe Library and other venues.
20. Engagement summary findings provide a sound platform to support the concept design process and compliment the site analysis pack.
21. The website and Facebook page are ready for launch and signage is ready to be installed.

Site investigation

22. The design process requires a site analysis to inform and support the artist. The site analysis is made up of two parts; physical and cultural.
23. Meetings have been held with the Auckland Council Heritage Unit to define support required to undertake cultural site analysis. A scope document has been developed by the working group to determine the level and nature of Heritage Unit support required.
24. A physical site survey is due to commence in late April and will take approximately 4 weeks to complete.

Concept design

25. The concept design process will be based on similar projects where a proven best-practice approach has been used successfully.
26. An artist design brief is in development. This brief will define the artist selection and concept design process.
27. Discussions have been held relating to level of artist support, in the form of a landscape architect

Next steps

28. Launch the Website and Facebook page.
29. Install temporary signage at the cemetery.
30. Hui with the Auckland Council Heritage Unit to finalise and commence cultural site analysis.
31. Define the artist selection and concept design process.
32. Assess options in providing artist design support (design advisor) in the form of landscape architect.
33. Define and commence artist selection process.

Tauākī whakaaweawe āhuarangi Climate impact statement

34. Cemeteries can experience climate change impacts such as increased flooding, erosion, and extreme weather events, potentially damaging graves.
35. Site survey mapping and a radar scan are scheduled to take place on 30 April 2025, and this work should indicate if any of these potential impacts feature as a concern for unmarked graves at Pukekohe Cemetery.

Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera Council group impacts and views

36. Formation of the Pukekohe Cemetery Committee aligns with Kia Ora Tāmaki Makaurau – the Māori Outcomes framework for the Auckland Council group, particularly in respect of Kia ora te hononga / Effective Māori participation, where Māori are active partners and decision-makers alongside Auckland Council, in this case the Franklin Local Board.

Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe Local impacts and local board views

37. On 28 November 2023, the Franklin Local Board resolved to establish a committee to lead and oversee a memorial project at Pukekohe Cemetery, with representatives from the local board and the Pukekohe Māori community through Ngā Hau E Wha Marae and mana whenua.

Tauākī whakaaweawe Māori Māori impact statement

38. In addition to Kia ora te hononga / Effective Māori participation, where Māori are active partners and decision-makers alongside Franklin Local Board, the Pukekohe Cemetery memorial project seeks to contribute to other Kia Ora Tāmaki Makaurau goals of empowering whaanau and uplifting mana Māori, identity and culture.

Ngā ritenga ā-pūtea Financial implications

39. The budget forecast to end April is \$115,092.00.
40. The actual spend to end April is \$69,048.00.
41. The budget underspend is 33%.
42. The underspend is primarily due to delays with the commencement of a site survey (now scheduled for late April).

Ngā raru tūpono me ngā whakamaurutanga Risks and mitigations

43. Keeping whaanau, hapori, mana whenua, and stakeholders updated and informed; and being visible and proactive in sharing project progress and opportunities for involvement, can assist in maintaining trust, confidence, and momentum, as well as avoiding unrealistic expectations or engagement fatigue.
44. Ongoing capacity/availability of project team to progress operational tasks. The engagement working group has expanded to cover general operational tasks. This working group includes members of the Kōmiti and is meeting bi-weekly (every 2 weeks) to review tasks completed, underway and planned.
45. Clear and timely engagement with mana whenua partners impact timelines. This can be mitigated by using established mana whenua connections from the Kōmiti to ensure timely communication or requests and timeframe dependencies.
46. There is also a risk of budget over/under spends. This will be mitigated by ensuring regular Kōmiti budget reporting.

Ngā koringa ā-muri

Next steps

47. Launch the Website and Facebook page.
48. Install temporary signage at the cemetery.
49. Hui with the Auckland Council Heritage Unit to finalise and commence cultural site analysis.
50. Define the artist select and concept design process.
51. Assess options in providing artist design support in the form of landscape architect.
52. Define and commence artist selection process.

Ngā tāpirihanga Attachments

No.	Title	Page
A	Pukekohe Cemetery Memorial project plan	27

Ngā kaihaina Signatories

Author	Matthew Glanfield, Project Manager
Authoriser	Manoj Ragupathy - Local Area Manager

	Phase	Lead	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sept-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sept-26	Oct-26
1	Phase 1: Planning & Reporting	Mathew																									
2	Set-up budget reporting.	Mathew																									
3	Identify partners & stakeholders.	Carol (with Committee)																									
4	Kōrero & agree engagement plan.	Carol (with Committee)																									
5	Site investigation (cultural research, site planning and regulatory requirements, (incl AT, Counties Power, Healthywaters)	Mathew & Carol (with Committee oversight)																									
6	Produce communications plan.	David (Carol and Committee oversight)																									
7	Engage with key partners; Auckland Council Heritage, Cemeteries, Regulatory, AT, Healthy Waters.	Mathew (with Committee oversight)																									
8	Identify and confirm Design Advisor role	Mathew (with Committee oversight)																									
9	Team reporting (operational).	Mathew (with Committee oversight)																									
10	Auckland Council reporting (LB, Ngā Matarae)	Mathew + Ops Team																									
11	Business meetings.	Mathew + Ops Team																									
12	Phase 2: Engagement & Co-Design	Lead																									
13	Prepare initial engagement material (share previous engagement/knowledge)	Carol (with Committee)																									
14	Undertake engagement (whanau - local and remote).	Carol + Ops Team (with Committee oversight)																									
15	Undertake engagement (mana whenua).	Carol + Ops Team (with Committee oversight)																									
16	Undertake engagement (non-Māori whanau / community).	Carol + Ops Team (with Committee oversight)																									
17	Undertake engagement (other partners and stakeholders).	Carol + Ops Team (with Committee oversight)																									
18	Define and agree design process.	Ops Team (with Kōmiti)																									
19	Develop artist brief.	Artist, Design lead (with Committee oversight)																									
20	Comple Whenua Analysis Park	Landscape Architect																									
21	Undertake artist selection process.	Ops Team (with Kōmiti)																									
22	Produce, review and refine concept design(s). Incl regulatory/technical requirements.	Design lead + Ops Team (with Committee oversight)																									
23	Undertake design engagement (whanau - local and remote).	Design lead + Ops Team (with Committee oversight)																									
24	Undertake design engagement (mana whenua).	Design lead + Ops Team (with Committee oversight)																									
25	Undertake design engagement (non-Māori whanau, community).	Design lead + Ops Team (with Committee oversight)																									
26	Undertake design engagement (other stakeholders).	Design lead + Ops Team (with Committee oversight)																									
27	Collate design engagement feedback, produce report.	Design lead + Ops Team (with Committee oversight)																									
28	Refine and agree concept design.	Artist, Design lead (with Committee oversight)																									
29	Ongoing engagement.	David + Ops Team (with Committee oversight)																									
30	Phase 3: Permitting & Approval	Lead																									
31	Confirm technical assessments required.	Mathew.																									
32	Technical assessments; e.g. Archaeological, Geotechnical, Engineering, Storm Water, Contamination.	Mathew with technical specialists..																									
33	Prepare consent application.	Planner.																									
34	Lodge consent.	Planner.																									
35	Address consenting queries/section 92s.	Mathew + Ops Team (with Committee oversight)																									
36	Consent granted.	Regulatory Team.																									
37	Phase 4: Detailed Design & Tender	Lead																									
38	Develop and finalise detailed design.	Designer + Artist + Engineers.																									
39	Produce technical drawing set and engineering specifications.	Engineers.																									
40	Prepare tender document.	Mathew + Ops Team (with Committee oversight)																									

