

Prepared for Pukerua Property Group LP

# Mt Welcome Station Subdivision Development: Archaeological Management Plan

November 2025

FINAL

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# Contents

<b>1</b>	<b>Introduction .....</b>	<b>5</b>
1.1	Purpose of Report .....	5
1.2	Project Scope of Construction Works .....	5
<b>2</b>	<b>Legislative and Other Requirements .....</b>	<b>9</b>
2.1	<i>Fast Track Approvals Act 2024</i> .....	9
2.2	Legislation - <i>Heritage New Zealand Pouhere Taonga Act 2014</i> .....	9
<b>3</b>	<b>Roles and Responsibilities .....</b>	<b>10</b>
3.1	Project Archaeologist .....	10
3.2	Ngāti Toa Rangatira Kaitiaki Team .....	11
3.3	Authority Holder: Pukerua Property Group LP .....	11
3.4	Mt Welcome Station Subdivision Development - Project Managers, Consultants and Contractors .....	11
<b>4</b>	<b>Archaeological Risk Management .....</b>	<b>12</b>
4.1	Definition of Archaeological Risk .....	12
4.2	Archaeological Risk Zones .....	12
4.3	Archaeological Risk Zone Map showing Higher/Moderate/Lower Risk Zones .....	15
<b>5</b>	<b>Implementation .....</b>	<b>16</b>
5.1	On-Site Contractor Briefings .....	16
5.2	Archaeological Monitoring .....	16
5.3	Archaeological Discovery Protocol / On-Call Procedure .....	17
5.4	Discovery of Taonga Tūturu .....	21
5.5	Discovery of Kōiwi Tangata .....	21
<b>6</b>	<b>Artefact and Find Management .....</b>	<b>22</b>
6.1	Mt Welcome Storage of Archaeological Material Sample Bags .....	22
6.2	Storage of Taonga Tūturu .....	22
6.3	Storage of Other Archaeological Material .....	22
6.4	Protocols for Post-Excavation Management of Archaeological Material .....	22
<b>7</b>	<b>Timeframes for Archaeological Work .....</b>	<b>23</b>
<b>8</b>	<b>Iwi Involvement .....</b>	<b>23</b>
<b>9</b>	<b>Stand-Down Periods .....</b>	<b>24</b>
<b>10</b>	<b>Reporting .....</b>	<b>25</b>
<b>11</b>	<b>Dispute Resolution .....</b>	<b>25</b>
<b>12</b>	<b>Contact Details .....</b>	<b>26</b>

## List of Figures

<i>Figure 1. Annotated overview plan of the Mt Welcome Station Subdivision Development construction works project area, Pukerua Bay, Porirua.</i> .....	7
Figure 2. Indicative site plan of the Mt Welcome development project area showing the proposed roads and sections on the Lower Terrace (western extent), Upper Terrace (middle extent), and Lucas Block (eastern extent). Source: Mt Welcome Concept Masterplan 020524 Classic Developments. ....	8
Figure 3. Annotated overview plan of the Archaeological Risk Zones within the Construction Works project area - Mt Welcome Subdivision project, Pukerua Bay, Porirua. Drawing Source: Envelope. ....	15
Figure 4. Flow chart diagram of the Archaeological Discovery Protocol On-call Protocol relating to the discovery of a potential archaeological site/material (including Taonga tūturu) during Construction Works. ....	19
Figure 5. Flow chart diagram of the protocol for the discovery of bone / potential Kōiwi Tangata (human remains) during Construction Works .....	20

## List of Tables

Table 1. Legal description of the full envelope of project works.	6
Table 2. Description of Archaeological Risk Zone Level, Archaeological Monitoring Strategy and Contractor Instructions for Construction Works areas.	13
Table 3. Stand-Down Period triggers, requirements and release points.	24
Table 4. Contact Details for Mt Welcome Subdivision Development Construction Earthworks.	26

# 1 Introduction

## 1.1 Purpose of Report

This document is the Archaeological Management Plan (AMP), prepared to accompany the Heritage New Zealand Pouhere Taonga (HNZPT) Authority Application for the Mt Welcome Station Subdivision Development construction works (the Project). It provides operational guidelines and procedures for all physical works associated with the Mt Welcome Station Subdivision Development, which may affect archaeological sites (see Figures 1-2). It has been commissioned by Pukerua Property Group LP.

This document will be the primary reference document to inform the Archaeological Authority holder (Pukerua Property Group LP) and their representatives (contractors and consultants) of the required archaeological monitoring/inspections and the associated legal obligations and responsibilities of the project archaeologist and wider project team. This document will be provided to relevant parties and a copy will be held on site during the Project works.

This AMP will be updated, with the necessary approval, throughout the course of Mt Welcome Station Subdivision Development construction works in order to reflect changes associated with modification of changes to construction techniques, the natural environment as well as any archaeological issues which may arise. Any changes to this AMP will be discussed with the Pukerua Property Group LP, Iwi representatives and other stakeholders, and HNZPT.

## 1.2 Project Scope of Construction Works

Construction Works for this project will primarily involve preparation cut/fill excavations at various locations within the proposed Mt Welcome Station Subdivision Development project area. This includes the site scrape, and build-up of ground with some valleys being infilled, construction of associated roading and services infrastructure.

The proposed development project seeks to create:

- a. 949 residential allotments sized between 316m<sup>2</sup> to 2386m<sup>2</sup> (to enable 949 future dwellings) with an average lot size of close to 523m<sup>2</sup>;
- b. A commercial centre;
- c. Associated infrastructure including wastewater (including wastewater storage facilities), stormwater, water reticulation, roading, and pedestrian and cycling trails;
- d. Earthworks to establish the required finished surface levels for building platforms, roading, parks and drainage;
- e. Landscaping; and
- f. New intersection with State Highway 59.

This AMP covers all sites within the Mt Welcome Station Subdivision Development Construction Works footprint (the project area, see Figure 1, Table 1).

*Table 1. Legal description of the full envelope of project works.*

Legal Description	Address
Lot 1 DP 534864	422 SH59
Lot 2 DP 534864	422A SH59
Lot 2 DP 89102	422B SH59
Part Lot 1 DP 89102	422A SH59
SH59 corridor adjacent to the site which is legally described as Road Reserve.	Road reserve
Lot 1 DP 608433, Lot 1000 DP 608433	34 Muri Road



Figure 1. Annotated overview plan of the Mt Welcome Station Subdivision Development construction works project area, Pukerua Bay, Porirua.





Figure 2. Indicative site plan of the Mt Welcome development project area showing the proposed roads and sections on the Lower Terrace (western extent), Upper Terrace (middle extent), and Lucas Block (eastern extent). Source: Mt Welcome Concept Masterplan 020524 Classic Developments.

## 2 Legislative and Other Requirements

The following legislative standards and other requirements have been identified as relevant to the management of archaeology for the Mt Welcome Station Subdivision Development construction works. The applicable legislative requirements are:

- *Fast Track Approvals Act 2024.*
- *Heritage New Zealand Pouhere Taonga Act 2014.*
- *The Protected Objects Act 1975.*
- Relevant conditions of the consents granted for the Mt Welcome Station Subdivision Development.

### 2.1 *Fast Track Approvals Act 2024*

Pursuant to section 42(4)(i) of the FTAA, the Applicant is seeking an Archaeological Authority under the HNZPTA. This Part 3 of this Application has been informed by:

Section 43(3)(i) of the FTAA which requires that the requirements of Schedule 8, clause 2 is met for an Archaeological Authority; and

Section 81(1)(3)(j) of the FTAA which directs the decision maker to consider Clauses 4 and 5 of Schedule 8 for an Archaeological Authority.

An Archaeological Authority application submission will be via the Environmental Protection Authority's (EPA) portal as part of the *Fast Track Approval Act 2024* (FTAA) process. Heritage New Zealand Pouhere Taonga (HNZPT) is responsible for their organisation's specific Act (*Heritage New Zealand Pouhere Taonga Act 2014* in relation to Archaeological Authorities) via EPA's project approval process. HNZPT is an administering agency and have a fast track procedure in place as part of the *Fast Track Approval Act 2024* (FTAA) process.

### 2.2 *Legislation - Heritage New Zealand Pouhere Taonga Act 2014*

HNZPT is a relevant administering agency under the FTAA with regard to archaeological authorities under the HNZPTA.

An archaeological site is defined in the HNZPTA as:

*"any place in New Zealand that –*

*(a) Either –*

*i. was associated with human activity that occurred before 1900; or*

*ii. Is the site of the wreck of any vessel where that wreck occurred before 1900; and*

*(b) Is or may be able through investigation by archaeological methods to provide evidence relating to the history of New Zealand."*

All archaeological sites, whether recorded or not, are protected under the HNZPTA, and sites may not be damaged or destroyed unless an Authority has first been obtained from HNZPT.

An Archaeological Authority to modify the archaeological sites within the project area will be applied for as part of the Mt Welcome Station Subdivision Development construction works.

## 3 Roles and Responsibilities

### 3.1 Project Archaeologist

The key responsibilities of the Project Archaeologist (and/or their delegated field archaeologist) are as follows:

- To manage archaeological works carried out on site throughout the Construction Works project works in accordance with the Archaeological Management Plan (AMP) and the Archaeological Authority issued by HNZPT.
- The Project Archaeologist or their nominated assistant will provide pre-start induction briefings to contractors outlining the archaeological risks and their responsibilities under the Archaeological Authority. The onsite construction team will be briefed prior to the commencement of new earthworks on the nature and significance of archaeological sites in the area, and the archaeological investigation process.
- To investigate any *in-situ* archaeological material in a professional and expedient manner to ensure the accurate recovery of archaeological information and incur minimal delays to the project.
- To log the location of all archaeological remains with a handheld GPS unit, photographed *in-situ*, mapped and described in detail.
- Identify, record, investigate and sample archaeological stratigraphy, features, and remains in accordance with accepted archaeological practice.
- To ensure that all archaeological material encountered is managed and documented in accordance with the conditions outlined in the Authority.
- Recover, analyse, record and preserve any material culture remains, midden and soil samples, samples for radiocarbon dating, and remains of diagnostic fauna and flora as appropriate.
- To ensure that all archaeological material encountered is managed and documented in accordance with the conditions outlined in the Archaeological Authority.
- In the event of Māori archaeological material/remains being uncovered, the Project Archaeologist will notify the iwi representative(s) and any onsite Kaitiaki, the Authority Holder, HNZPT and the onsite Site Managers. The best course of action will be determined with these parties in accordance with the authority conditions and tikanga Māori protocols. The archaeologist is responsible for informing tāngata whenua, the NZ Police and HNZPT should human remains be discovered.
- Undertake any archaeological work in conformity with any tikanga Māori protocols agreed to by tāngata whenua and the Authority Holder that are conveyed to the archaeologist.
- Prepare an annual archaeological update for the Authority Holder, iwi representative and HNZPT regarding project earthworks.
- Within 20 working days of the completion of the onsite archaeological work for construction works, the Project Archaeologist will submit an interim report to HNZPT and update the NZAA ArchSite database, as typically required as a condition of the Archaeological Authority.
- Within 12 months of the completion of the onsite archaeological work for Construction works, the Project Archaeologist will submit a final report to HNZPT. Should archaeological



evidence be excavated, as a minimum standard this report shall contain: site plans; section drawings; an inventory of material recovered, including a catalogue of artefacts; location of where the material is currently held; and, analysis of recovered material in accordance with accepted archaeological practice as necessary.

### 3.2 Ngāti Toa Rangatira Kaitiaki Team

Te Rūnanga o Toa Rangatira (Te Rūnanga) is the relevant iwi authority. Te Rūnanga is the mandated iwi authority for Ngāti Toa under the RMA and the trustee of the Ngāti Toa Post Settlement Governance Entity (the Toa Rangatira Trust).

The Kaitiaki team may wish to provide the following:

- To provide cultural support onsite, providing pre-start induction briefings to contractors (alongside the Project Site Archaeologist), to ensure that cultural protocol is adhered to onsite and performing any required Karakia, spiritual/cultural blessings/customs during works.
- To ensure that any archaeological and wider project work is in conformity with any tikanga Māori protocols as agreed to by tāngata whenua and the authority holder.<sup>1</sup>

### 3.3 Authority Holder: Pukerua Property Group LP

The Authority Holder (Pukerua Property Group LP) and their appointed representative project manager(s), have the following specific responsibilities and shall:

- Provide the Project Archaeologist with adequate notice (at least ten working days) of proposed earthworks on the project site and inform HNZPT of the intention to start work.
- Provide access to the project site and allow the activities of the Project Archaeologist and any assistants.
- Ensure that adequate time and budget is allowed for archaeological monitoring/inspections onsite and the systematic archaeological investigation of any archaeological evidence that is encountered.
- Liaise with iwi to organise Kaitiaki / cultural monitors.

### 3.4 Mt Welcome Station Subdivision Development - Project Managers, Consultants and Contractors

Mt Welcome Station Subdivision Development Project Managers / Consultants / Contractors involved in the project have the following responsibilities with regard to archaeological material:

- To contact the Project Archaeologist and the iwi representative prior to starting works in locations that require archaeological monitoring and/or archaeological inspections (as defined by the Project Site Archaeologist in this AMP). For all other Construction Works project earthworks, the contractor is to follow the On-Call Procedure (OCP) and the Find Discovery Protocol (FDP) outlined below.
- To provide a safe working environment for the archaeologist(s) to carry out their work.
- To ensure that suitable allowance is made in the work schedule for archaeological work required.

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<sup>1</sup> These protocols are agreed between the Authority Holder and Ngāti Toa Rangatiratanga / Te Runanga o Toa Rangatira, and are not managed by the HNZPTA.

- Allow for the activities of the Project Archaeologist and any assistants as required (including further field archaeologists if applicable) within the conditions of the HNZPT authority, and provide reasonable assistance (if required).
- To comply with the directions of the Project Archaeologist regarding machine excavation in the vicinity of archaeological sites.
- Ensure that any archaeological areas intended for investigation are adequately protected, and are clearly fenced off during investigations.
- Ensure that the secured archaeological area(s) to be investigated remain unaffected by machinery or other work-related activities, and that work does not recommence without prior approval from the Project Archaeologist.

## 4 Archaeological Risk Management

### 4.1 Definition of Archaeological Risk

Archaeological risk is defined as the likelihood of encountering an unrecorded archaeological site on a particular works area being investigated.

Archaeological risk may be determined in terms of:

- Archaeological potential, where previous archaeological work on or in the vicinity of a particular land parcel is considered. Recorded archaeological sites on the New Zealand Archaeological Association (NZAA) Archsite database indicate the known presence of archaeological sites in a particular study area/region. This would assist with determining the likelihood of finding unrecorded archaeological remains in the area of study.
- The level of previous site disturbance/modification on a particular land parcel, which is determined by previous archaeological reports, and NZAA site record forms. Otherwise, the archaeological risk of an untouched parcel of land can only be determined by archaeological potential.
- An archaeological site walkover of the works areas (to determine the nature of previous land use and modification) has informed the archaeological risk map prepared by the Project Site Archaeologist (as part of the Archaeological Assessment of Effects report), along with a review of the NZAA ArchSite database (to determine what type of recorded sites are in the vicinity).

### 4.2 Archaeological Risk Zones

The Construction Works areas are divided into three Archaeological Risk Zones shown in Figure 3 and Table 2: Higher (red) Moderate (yellow) and Lower (unshaded).

**Higher Archaeological Risk Zones** are defined as areas near recorded archaeological sites and a higher probability that additional unrecorded archaeological sites will be affected (see Figure 3 and Table 1).

**Moderate Archaeological Risk Zones** are defined as areas where there is potential for archaeological sites associated with Māori gardening activity to be encountered, but the likelihood of unrecorded sites being affected is relatively low (see Figure 3 and Table 1).

**Lower Archaeological Risk Zones** are defined as areas with no evidence of recorded archaeological sites and a lower likelihood for the presence of archaeological sites being affected (see Figure 3 and Table 1).

Table 2. Description of Archaeological Risk Zone Level, Archaeological Monitoring Strategy and Contractor Instructions for Construction Works areas.

Archaeological Risk Zones	Construction Works Plan Locations (refer to Figure 3)	Description of Archaeological Input and Contractor Instructions
<b>Higher Archaeological Risk</b> (Red coloured area in Construction Works Archaeological Risk Map, see Figure 3)	<p><u>Location 1</u> – Construction earthworks on the western side of the project area, in/around the location of the pre-1900 cottage and the early 20<sup>th</sup> century woolshed.</p> <p><u>Location 2 - West Ridgeline / Upper Terrace</u> of the Mt Welcome project area – Construction earthworks on the western ridgeline west of the Lucas Block, where the depression sites are located.</p>	<p><b>Contractor Instructions:</b> All new areas of surface scrape excavation works in the High Archaeological Risk Zone will require initial archaeological standover monitoring and/or regular inspections.</p> <p>The Project Archaeologist must be consulted during all excavation works in the area. The Project Archaeologist is to be notified of the proposed commencement of works date once this has been determined by the contractors (but at least five working days prior to the commencement of works).</p>
<b>Moderate Archaeological Risk</b> (Yellow coloured areas in Construction Works Archaeological Risk Map, see Figure 3)	<p><u>Location 3 - East Ridgeline / Lucas Block</u> of the Mt Welcome project area - Note that this includes the earthworks on the hillside to the east of the Lucas Homestead.</p> <p><u>Location 4 - NZTA roundabout zone</u> for the site scrape on either side of SH59.</p> <p><u>Location 5 - North Boundary</u> of Mt Welcome Station and the boundary with the Muri Block (outside of the Higher Archaeological Risk Zone).</p>	<p><b>Contractor Instructions:</b> Regular archaeological inspections and periodic archaeological monitoring will be required, as advised by the Project Archaeologist for new areas of surface scrape earthworks.</p> <p>The Archaeological Discovery Protocol (ADP) and On-Call Protocol must be followed when the Project Archaeologist is not on site (see Section 5.3).</p> <p>The Archaeologist is to be notified of the proposed commencement of works date once this has been determined by the contractors (but at least five working days prior to the commencement of works).</p>

<p><b>Lower Archaeological Risk</b></p> <p>(Unshaded areas in Construction Works Archaeological Risk Map, see Figure 3)</p>	<p>All other earthworks (not shaded in the Construction Works Archaeological Risk Map)</p>	<p><b>Contractor Instructions:</b> Low Archaeological Risk Zones require no formal archaeological monitoring, only strategic periodic archaeological inspections by the Project Archaeologist during earthworks as part of compliance checks of the Authority.</p> <p>The Archaeological Discovery Protocol (ADP) and On-Call Protocol must be followed when the Project Archaeologist is not on site (see Section 5.3).</p> <p>The Project Archaeologist is to be notified of the proposed commencement of works date once this has been determined by the contractors (but at least five working days prior to the commencement of works). This information will keep the Project Archaeologist updated in terms of Construction Works progress.</p>
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#### 4.3 Archaeological Risk Zone Map showing Higher/Moderate/Lower Risk Zones

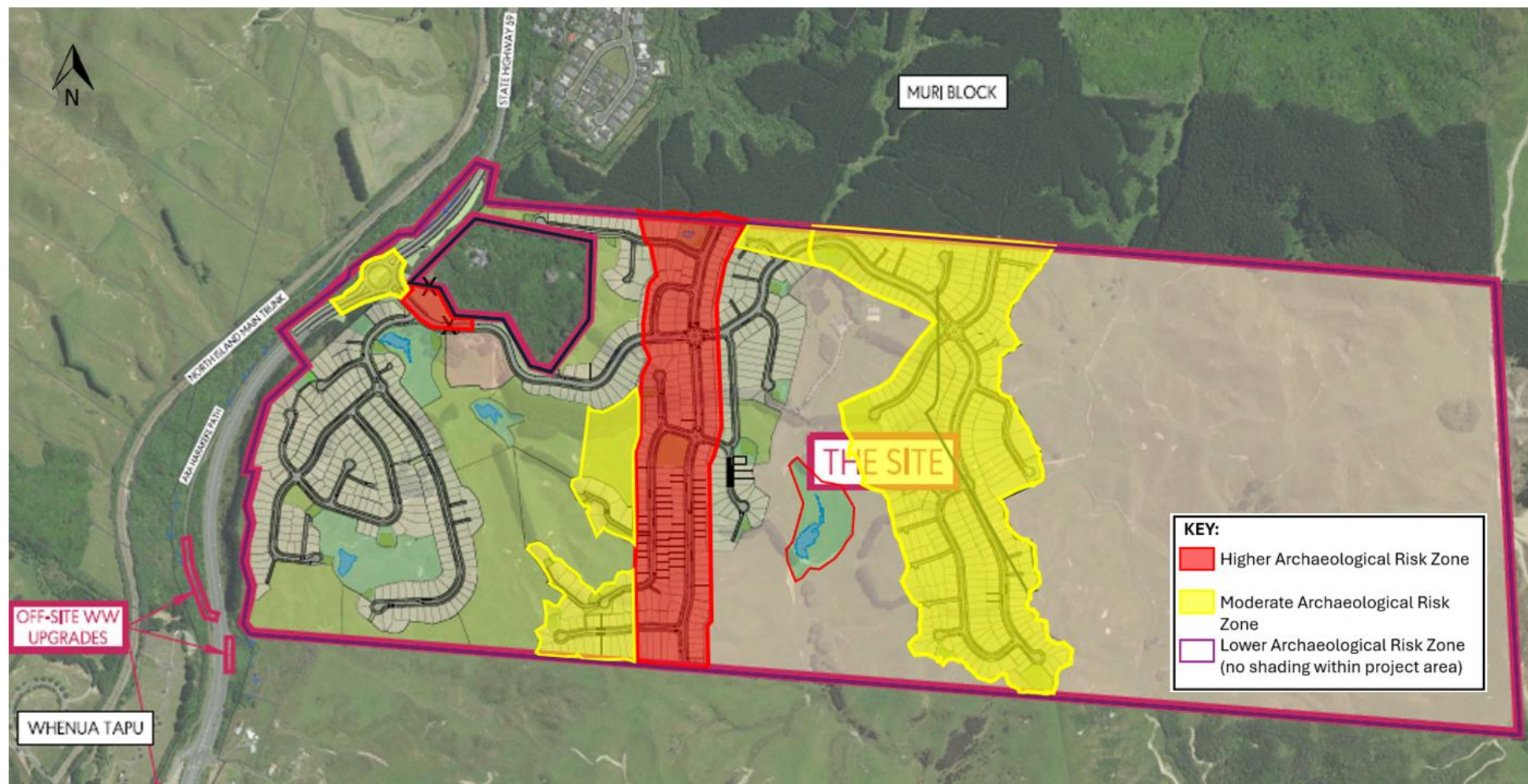


Figure 3. Annotated overview plan of the Archaeological Risk Zones within the Construction Works project area - Mt Welcome Subdivision project, Pukerua Bay, Porirua. Drawing Source: Envelope.



## 5 Implementation

### 5.1 On-Site Contractor Briefings

An archaeological briefing will be included as part of the contractor induction package as a method of briefing contractors of the Archaeological Authority requirements. An initial induction briefing with contractors will also be held onsite (see example of contractor briefing induction material in Appendix B), during which the Project Archaeologist or their nominated assistant will explain:

Areas of work to be monitored by an archaeologist;

The Permit To Dig (PTD) notification system which project managers / contractors submit prior to commencing new Construction Works earthworks. This notification system will inform the Project Archaeologist about the proposed start dates of new earthworks. The contractor would then receive notification of archaeological monitoring requirements;

Procedures and purposes of archaeological monitoring;

Processes of dealing with archaeological features and deposits;

The On-Call Procedure / Finds Discovery Protocol;

Procedures for delays whilst archaeological investigations take place;

Identification of archaeological features/materials;

There may be a number of separate contractors for different aspects of the project over the course of Construction Works. If it is not possible to brief the groups of contractors at once, then separate briefings will be given at intervals.

The Project Archaeologist will exchange contact details including mobile phone numbers with key contractors to assist with coordinating day-to-day presence on site during any minor changes to works scheduling.

Archaeological updates over the course of Construction Works will also be able to be presented at regular 'Toolbox Talk' meetings when all contractors are present.

### 5.2 Archaeological Monitoring

Archaeological monitoring will be undertaken at the discretion of the Project Archaeologist or their nominated assistant. Areas and types of archaeological inputs could change during works as archaeological risk is clarified throughout the project. For example, if additional archaeological finds are identified in low-risk areas then additional archaeological monitoring may be required. Changes will be communicated to the authority holder in the first instance.

Archaeological monitoring means that an archaeologist must be present to observe the earthworks that have the potential to affect archaeological remains, and that they may also require earthworks to be conducted in a particular way as to allow the archaeologist to assess whether archaeological remains are present. The archaeologist should be notified of the commencement date of all initial earthworks within the monitoring areas.

Any archaeological evidence encountered during the earthworks will be recorded and analysed following current archaeological practice. This may require works to halt while the archaeologist undertakes any of the following:

- Cleaning and viewing soil profiles
- Photography
- Written records
- Hand-excavation of features
- Producing measured drawings in plan and section, including surveyed baseline datums (the latter to be provided by the project surveyor in NZTM GPS coordinates)
- Collecting material samples for faunal, geochemical and/or radiocarbon analysis.

#### **5.2.1 Areas of Construction Works to be Monitored by the Project Archaeologist**

There may be intact archaeological features within the project area and it is important that any features of the site are properly recorded, and all material and artefacts are sampled or retrieved.

Whilst it is not essential that an archaeologist be in attendance across the entire earthworks, there are areas of particular archaeological risk which will require archaeological monitoring and/or regular archaeological site inspections. These archaeological risk zones are presented in Section 4 (see Table 1 and Figure 3).

All earthworks that will be disturbing these areas of archaeological interest will be monitored by the Project Archaeologist or their nominated assistant until they are satisfied that there is no longer any potential for archaeological material (i.e. the natural substrate is reached).

If at any time during the excavation work the archaeologist is not on site, the On-Call Procedure should be followed (see Section 5.3).

### **5.3 Archaeological Discovery Protocol / On-Call Procedure**

The following Archaeological Discovery Protocol (ADP) / On-Call Procedure is to be followed by contractors onsite if suspected archaeological material is found during works (see Figure 4).

For works in areas that have been cleared by the Project Archaeologist or are deemed by the Project Archaeologist as having a low potential for encountering archaeological sites, the following Archaeological Discovery Protocol (ADP) / On-Call Procedure must be followed.

In the event of any discovery of suspected archaeological remains/material:

- The contractor/digger operator must cease all physical works immediately within a 20m radius and advise the site supervisor of the find (i.e. shut down all construction equipment and activity).
- The site supervisor will take immediate steps to secure the immediate area around the location of the material (within the 20m radius) to ensure the archaeological material remains undisturbed and the site is safe in accordance with health and safety regulations.
- The site supervisor shall report the find to the Project Archaeologist and send photographs for review. If The Project Archaeologist deems it necessary to attend site, he will notify the Iwi representative(s) and Kaitiaki, and the Authority Holder (if applicable).
- The Project Archaeologist will attend to the site as soon as possible to advise on whether the find is archaeological or not and record it as required, in association with Kaitiaki's input.
- In the event that the Project Archaeologist confirms that the find is associated with Māori archaeological activity and/or occupation, then the Project Archaeologist will notify the Iwi

representative(s). The Iwi representative(s) will arrange a site visit with iwi stakeholders at their discretion.

- The contractor will only be able to resume physical works on the location of the find once the Project Archaeologist has given clearance, following consultation with Iwi representative(s) if relevant. In the event of kōiwi tangata (human remains) being uncovered the Project Archaeologist will notify the Iwi representative(s) and onsite Kaitiaki, the Authority Holder, HNZPT and the NZ Police (Iwi Liaison Officer). The best course of action will be determined with these parties in accordance with the authority conditions and tikanga Iwi protocols. In the event of kōiwi tangata being found on site then all project earthworks within a 20m radius would remain off limits for further works until all Iwi protocols (including the Iwi protocol for cleansing rituals and ceremonies) have been addressed, and Iwi / New Zealand Police / HNZPT have given clearance and final allowance for continuation of works has been given by the Project Archaeologist(see Figure 5).

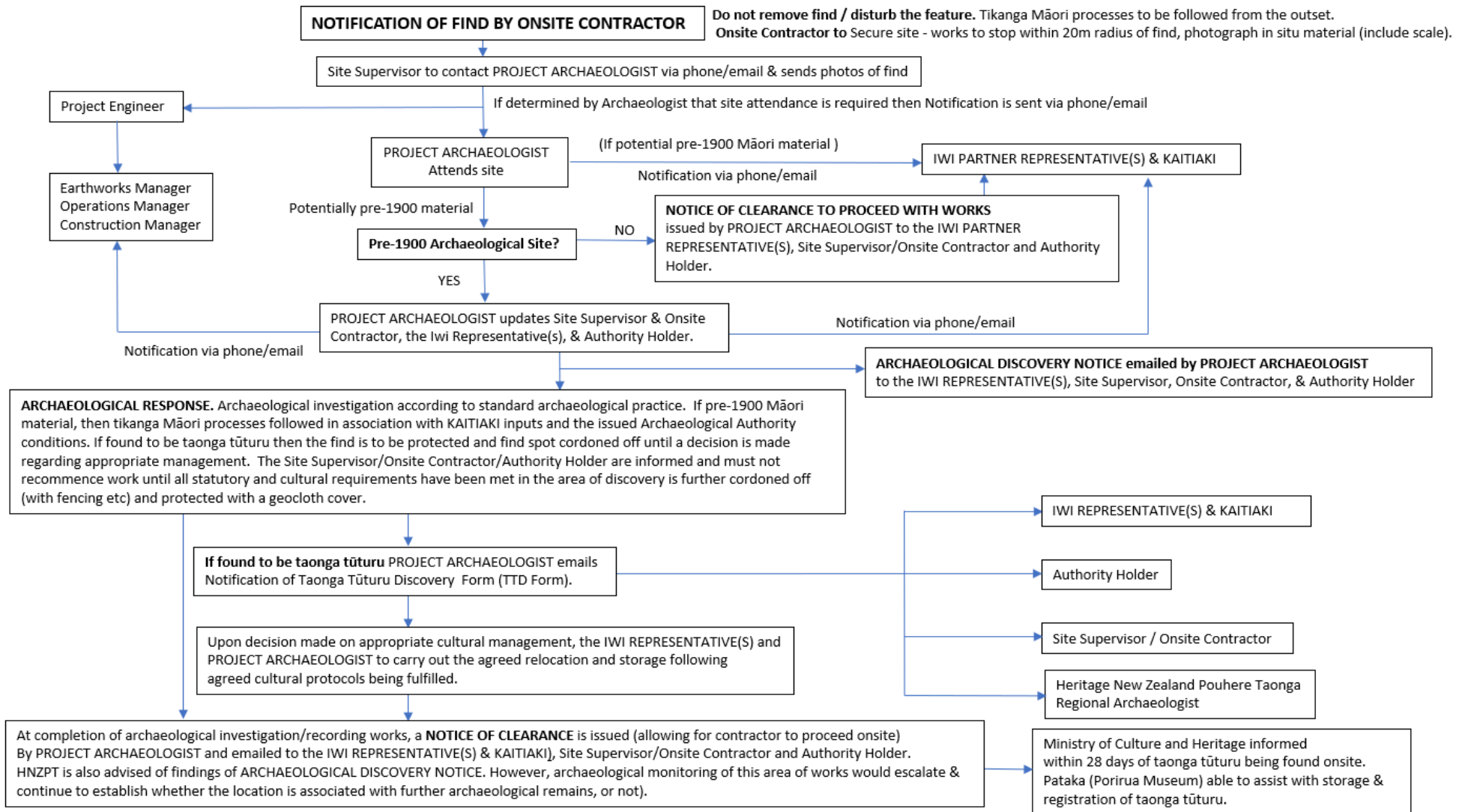


Figure 4. Flow chart diagram of the Archaeological Discovery Protocol On-call Protocol relating to the discovery of a potential archaeological site/material (including Taonga tūturu) during Construction Works.

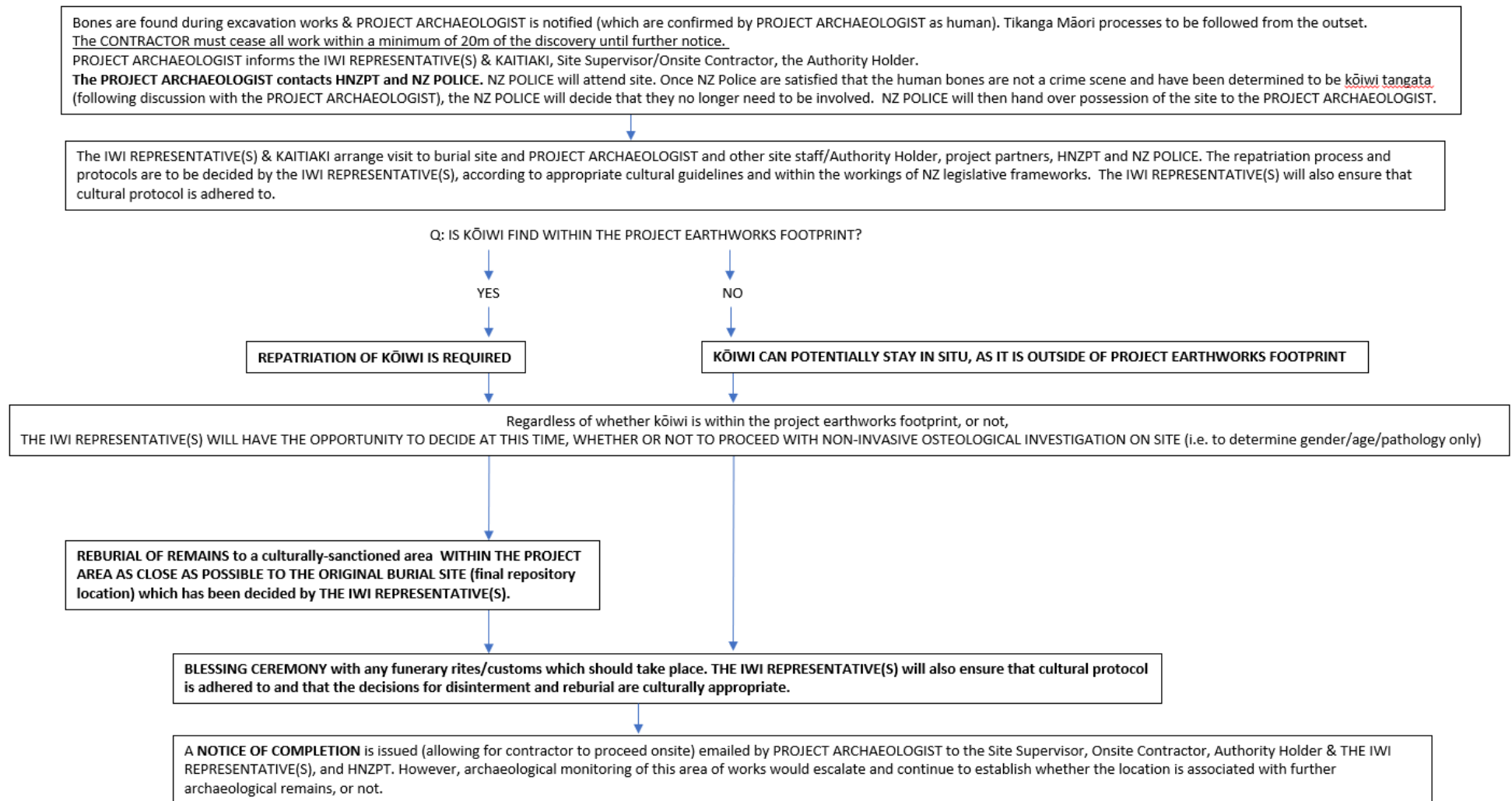


Figure 5. Flow chart diagram of the protocol for the discovery of bone / potential Kōiwi Tangata (human remains) during Construction Works

## 5.4 Discovery of Taonga Tūturu

Māori artefacts such as carvings, stone adzes, and greenstone objects are taonga tūturu within the meaning of the *Protected Objects Act* 1975. If taonga tūturu are discovered at any stage of Construction Works the following protocols will be adopted (see Figure 4):

1. The Project Archaeologist will stop works within a 20m radius of the find by notifying the site foreman, the Authority Holder, and the iwi representative(s), and clearly defining the area within which works are to cease onsite.
2. The Project Archaeologist will then inform the Iwi representative/s so that the appropriate actions (from cultural and archaeological perspectives) can be determined. HNZPT will also be contacted to provide an update that taonga tūturu has been found.
3. Once the archaeological context of the taonga tūturu has been established and the artefact has been safely removed offsite for storage (as per Section 6 of this document), then discussion about the lifting of the cordoned-off area of works will be initiated with the Iwi Representative(s), HNZPT, the Authority Holder (Pukerua Property Group LP) and the Alliance site foreman/project directors.
4. The Project Archaeologist will notify the Ministry for Culture and Heritage of the find within 28 days of the discovery, as required under the *Protected Objects Act* 1975.

## 5.5 Discovery of Kōiwi Tangata

That in the event of the discovery of kōiwi tangata (human remains), the cultural requirements associated with the uplifting, storage and re-internment of any Kōiwi be determined in consultation between the Iwi representative(s), the Authority Holder (Pukerua Property Group LP) and the project contracting team.

In the event that bone material is identified (and the project works have not already ceased within a 20m radius on site), the following protocol will be adopted (see Figure 5):

- 1) Earthworks within 20m of the find location will cease until the Project Archaeologist or a specialist can be consulted to determine whether the bone is human.
- 2) If bone is confirmed as human remains (kōiwi tangata), then the Project Archaeologist will contact the onsite Kaitiaki and the Iwi representative(s), HNZPT and the New Zealand Police (including their Iwi Liaison Officer).
- 3) The area of the site containing the human remains will be secured in a way that protects the remains as far as possible from further damage. The Iwi representative(s) will be given the opportunity to conduct karakia in association with appropriate tikanga Māori prior to the removal for reburial.
- 4) If the kōiwi is located in an area where they can remain undisturbed then there is the potential for the remains to remain *insitu* (i.e. not be excavated for reburial elsewhere), following consultation between the Authority Holder and the Iwi representative(s).
- 5) If the Iwi representative(s) agree, kōiwi may be further analysed by a specialist Osteoarchaeologist prior to reburial.
- 6) The process of uplifting, and re-internment of the human remains will be confirmed with the Iwi representative(s), HNZPT and the New Zealand Police.
- 7) Where repatriation of kōiwi is required, the potential repatriation of remains to a culturally-sanctioned area within the Mt Welcome project area will be discussed, ideally as close as

possible to the original burial site, following consultation with Iwi representative(s) and the Authority Holder (and with the agreement of all relevant parties).

- 8) As part of the repatriation process, a blessing ceremony with any funerary rites/customs may take place at the wishes of the Iwi representative(s). The Iwi representative(s) will also ensure that cultural protocol is adhered to and that the decisions for disinterment and reburial are culturally appropriate.
- 9) Earthworks within the area can recommence as soon as the bones have been removed from site and with the agreement of all relevant parties.

## 6 Artefact and Find Management

### 6.1 Mt Welcome Storage of Archaeological Material Sample Bags

For the purposes of the Mt Welcome project, archaeological material sample bags would remain in a secure storage room until the end of the project (the completion of Construction Works) with the exception of material being analysed by the Project Archaeologist offsite. Any finds would be registered with Ministry of Culture and Heritage (as these are found), as part of the registration procedures of the *Protected Objects Act* 1975 and held at a secure location for the duration of the project. Should ownership claims arise following an artefact find, any ownership claims relating to any artefacts (such as taonga tūturu) will follow the standard procedures outlined in the *Protected Objects Act* 1975.

### 6.2 Storage of Taonga Tūturu

Storage of taonga tūturu will be in a locked cabinet/safe in a locked storage room, located well away from culturally inappropriate food storage/preparation and toilet/bathroom areas. A proposed locked storage room location is the Project Archaeologist's office in Porirua, or a secure location at the onsite Project Office at Mt Welcome.

The locked cabinet/safe will be large and bulky (not easily transportable) and the Iwi Representative(s) and Project Archaeologist will each be responsible for the cabinet key.

A specialist wood preservation consultant will be contacted if wooden artefacts are found during Construction Works to determine the best course of action.

### 6.3 Storage of Other Archaeological Material

The Project Archaeologist will be required to take bagged sampled material off site for archaeological analysis in their Porirua office. This may typically include midden or ash/fire-cracked-rock material from an oven feature for example. A lockable onsite storage facility within the Mt Welcome site office / depot will be used for the storage of substantial archaeological material (non-taonga tūturu) such as soil/oven/midden samples (should this be required).

### 6.4 Protocols for Post-Excavation Management of Archaeological Material

On completion of all on-site archaeological monitoring (typically at the end of the project), the Project Archaeologist will be the temporary custodian of all archaeological materials for the purpose of scientific analysis for a period of up to 12 months following the completion of the Mt Welcome Construction Works project.

The Project Archaeologist, in collaboration with Iwi representative(s) will facilitate the handing over of taonga tūturu to the appropriate local or national museum or conservator at the Authority Holder's expense and in accordance with advice and wishes provided by the Ministry for Culture and Heritage (MCH) and Ngāti Toa Rangatiratanga / Te Runanga o Toa Rangatira. The Authority Holder (Pukerua Property Group LP), will cover the costs for this work, including delivery charges, as a disbursement expense.

All taonga tūturu will be registered with the MCH before final deposition.

All other archaeological material of Māori origin (i.e. not taonga tūturu) will be initially offered to Ngāti Toa Rangatiratanga / Te Runanga o Toa Rangatira for appropriate deposition. Material not accepted by Iwi representative(s) will be offered back to the Authority Holder (Pukerua Property Group LP). For example, Māori archaeological sampled material (excluding taonga tūturu) such as soil samples, fire-cracked rock, midden will be offered back to Iwi representative(s) at the completion of the Mt Welcome Construction project. Should the Iwi representative(s) not wish to retain the Māori related material, then the archaeological material shall be discarded. It is recommended that this material be returned to a location within the project area for scattering or burial, subject to the approval of Ngāti Toa Rangatiratanga / Te Runanga o Toa Rangatira and the Authority Holder (Pukerua Property Group LP),.

Historic-period archaeological objects and material of non-Māori origin will be initially offered to an appropriate local museum. Any remaining material will be offered back to the Authority Holder (Pukerua Property Group LP) for deposition with the landowner. In the event that no appropriate permanent storage facility can be found and Pukerua Property Group LP and/or the Iwi Representative(s) do not wish to retain the non-Māori related material, then the archaeological material shall be discarded.

Note, this excludes taonga tūturu, which must be deposited with an appropriate local museum (or registered collector with MCH).

## 7 Timeframes for Archaeological Work

Construction Works is proposed to begin in late 2026.

The Authority Holder (Pukerua Property Group LP) will inform HNZPT (Archaeologist Poutairangahia, Central Region) of the project commencement date of onsite earthworks at least 2 working days prior to the commencement of work. The HNZPT Archaeologist will be also be informed of the completion of archaeological monitoring of Construction Works within 5 working days following the completion of project archaeological investigations and earthworks.

## 8 Iwi Involvement

Consultation with the Iwi representative(s) of Ngāti Toa Rangatiratanga / Te Runanga o Toa Rangatira has taken place as part of the planning of this project, and will be ongoing over the course of the project.

The archaeological work will be undertaken in compliance with any tikanga Māori protocols agreed to by the Iwi representative(s) and the Authority Holder (Pukerua Property Group LP).



## 9 Stand-Down Periods

Depending on the nature of the archaeological feature or deposits revealed during archaeological monitoring/inspection or as part of the On-Call Protocol, Stand-Down Periods may be required to allow the archaeological work to be carried out or for consultation with the appropriate parties. Stand-down will require Construction Works to cease only in the immediate vicinity of the archaeological find or feature (within a 20m radius of the find). This area will be defined by the Project Archaeologist. Work may proceed in other areas of Construction Works while the archaeological site is investigated, sampled and recorded.

The maximum indicative stand-down periods contained in the table below (Table 3) will apply in relation to the Construction Works, but it is noted that work may be resumed earlier, if the required archaeological work has been completed. It is noted that in relation to general authorities HNZPT is frequently involved in the decision making when archaeological remains are exposed.

Table 3. Stand-Down Period triggers, requirements and release points.

Trigger	Stand-Down Period	Requirements <sup>2</sup>	Release Point
Historic-period and/or Māori Archaeological features, deposits or artefacts identified and require detailed investigation.	Dependent on the nature and extent of the find. This will be discussed with the Authority Holder at the time.	Investigation and / or recording of the material in accordance with standard archaeological techniques.	Work resumes when the Project Archaeologist advises site foreman / Project Manager that archaeological work is complete and HNZPT and tāngata whenua give their approval.
Kōiwi tangata (human remains) are identified	Up to three working days (or a period agreed between the Authority Holder, Site Supervisor, and Iwi representative/s).	HNZPT and NZ Police are to be satisfied that the identification of kōiwi is correct. The Authority Holder (Pukerua Property Group LP) is to consult with Iwi representative/s and HNZPT to ensure that appropriate actions are taken. The Iwi representative(s) are to organise the appropriate protocols and procedures for the repatriation (and reburial) or <i>in-situ</i> burial	Work resumes following the removal of kōiwi from site and after all cultural protocols have been completed.

<sup>2</sup> Information provided in table are general requirements based on expected authority conditions. All work carried out will be guided by the legal conditions of the Archaeological Authority.

Isolated taonga or significant Māori archaeological remains are identified	Up to 3 working days (dependent on the nature and extent of the find).	HNZPT and Iwi representative/s (in the case of taonga tūturu) and Ministry for Culture and Heritage is notified and consulted on appropriate actions. Archaeological recording as required.	Onsite work may resume when the Project Site Archaeologist / S45 Archaeologist informs the site foreman that archaeological work is complete (following archaeological team discussions with the Iwi Representative/s, Authority Holder (Pukerua Property Group LP), Project
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## 10 Reporting

It will be a condition of any Archaeological Authority issued by HNZPT in association with Construction Works that a brief interim report is provided to HNZPT within 20 working days of the completion of the archaeological investigations and earthworks for Construction Works. As Construction Works will last approximately ten years, an annual archaeological progress/update report to HNZPT may also be required.

Site Record Forms for any archaeological sites found will also be submitted to the New Zealand Archaeological Association (NZAA) Site Recording Scheme – ArchSite.

A final monitoring report on the archaeological work undertaken during Construction Works will be prepared by the Project Archaeologist within one year of the completion of onsite archaeological work as per the conditions of the Authority. This report will be submitted to the HNZPT Archaeologist (Poutairangahia, Central Region).

## 11 Dispute Resolution

The most common cause of disputes in relation to archaeological sites and work within a project is often poor communication between parties. This can generally be resolved by ensuring that sufficient detail on the archaeological issues and responsibilities is outlined in the AMP document associated with Mt Welcome Subdivision Development Construction Earthworks, and ensuring that contractors have received appropriate training in regard to the archaeological requirements of the project.

The inclusion of identified stand down periods to allow for archaeological work to be completed is a mechanism by which possible disputes can be avoided.

In the event of a dispute relating to the HNZPT authority investigation and recording, the following procedure should be followed:

1. If the dispute relates to archaeological issues a meeting between the Authority Holder (Pukerua Property Group LP) or designated representative, contractor and/ or subcontractor, and Project Archaeologist should be convened as soon as possible in an attempt to resolve the dispute.
2. If the dispute relates to cultural sites, a meeting between the Authority Holder (Pukerua Property Group LP) or designated representative, contractor and/ or subcontractor, the Iwi representative(s), and the Project Archaeologist should be convened as soon as possible in an attempt to resolve the dispute.

3. If the dispute cannot be resolved a further meeting of all parties with representatives of HNZPT will be arranged ASAP to resolve the dispute.

## 12 Contact Details

Table 4. Contact Details for Mt Welcome Subdivision Development Construction Earthworks.

Role	Contact Details
<b>Project Archaeologist</b>	Patrick Harsveldt (Project Archaeologist) Heritage & Archaeology Services Ltd Mobile: 027 498 3078 <a href="mailto:patrick@heritagearchaeologyservices.co.nz">patrick@heritagearchaeologyservices.co.nz</a>
<b>Iwi Representative (Primary Contact)</b>	Ella Jaspers Kaitohu Tuakana Rawa Taiao Matua – Senior Advisor Resource Management. Te Rūnanga o Toa Rangatira. Mobile: 027 1800 3661 <a href="mailto:ella.jaspers@ngatitoa.iwi.nz">ella.jaspers@ngatitoa.iwi.nz</a>
<b>Authority Holder:</b> Pukerua Property Group LP	Attn: Dan Smyth Development Manager – Classic Developments Ltd / Pukerua Property Group LP Mobile: 021 0840 1684 <a href="mailto:Dan.Smyth@classicdevelopments.co.nz">Dan.Smyth@classicdevelopments.co.nz</a>
<b>Contractor:</b>	Contact Representative TBC Company details TBC Mobile: TBC Email: TBC
<b>Heritage New Zealand Pouhere Taonga (HNZPT)</b>	Kathryn Hurren Heritage New Zealand Pouhere Taonga Archaeologist Poutairangahia, Central Region Phone: 04 494 8324 Mobile: 027 293 7163

## Appendix A

### Archaeological Contractor Briefing Material: Mt Welcome Station Subdivision Development

*Hand-out for Contractors working onsite*

# Archaeological Pre-start Briefing: Mt Welcome Station Subdivision Development

## Hand-out for Contractors working onsite

### Archaeological Legislation in New Zealand

- In New Zealand archaeological sites are defined as places associated with human activity that occurred before 1900.
- It is illegal to destroy, damage or modify an archaeological site without an authority under the *Heritage New Zealand Pouhere Taonga Act 2014*.
- The conditions of the Archaeological Authority for proposed works in the project area of the site must be followed.

### Roles and Responsibilities

**Contractors** involved in the project have the following responsibilities with regard to archaeological material:

- To contact the Project Archaeologist prior to starting works that require archaeological monitoring (as defined by the Project Archaeologist and in the Archaeological Risk Map). For all other works, the contractor is to follow the On-Call Procedure (OCP) outlined below.
- To provide a safe working environment for the archaeologist(s) to carry out their work.
- To ensure that suitable allowance is made in the work schedule for archaeological work required.
- To comply with the directions of the Project Archaeologist regarding machine excavation in the vicinity of archaeological sites.

The key responsibilities of the **Project Archaeologist** are as follows:

- To manage archaeological works carried out on site throughout the project works in accordance with the Archaeological Management Plan (AMP) and the Archaeological Authority issued by Heritage New Zealand Pouhere Taonga (HNZPT) and in partnership with the Iwi of the project namely Ngāti Toa Rangatiratanga / Te Runanga o Toa Rangatira.
- To provide onsite briefings to contractors with Iwi input outlining the archaeological risks and their responsibilities under the Archaeological Authority.
- To investigate any *in situ* archaeological material in a professional and expedient manner to ensure the accurate recovery of archaeological information and incur minimal delays to the project.
- To ensure that all archaeological material encountered is managed and documented in accordance with the conditions outlined in the Archaeological Authority.
- In the event of archaeological material being uncovered the Project Archaeologist will notify the Iwi representatives and onsite Kaitiaki, the Client, onsite Site Managers and HNZPT. The best course of action will be determined with these parties in accordance with the authority conditions and tikanga Iwi protocols.

# Archaeological Discovery Protocol / On-Call Procedure

For works in areas that have been cleared by the Project Archaeologist or are deemed by the Project Archaeologist as having only a low potential for encountering archaeological sites, the following On-Call Procedure must be followed.

In the event of any discovery of suspected archaeological remains/material:

- The contractor/digger operator must cease all physical works immediately within a 20m radius and advise the site supervisor of the find.
- The site supervisor shall report the find to the Project Archaeologist and Client, iwi representative(s) and any onsite Kaitiaki immediately.
- The Project Archaeologist will attend to the site as soon as possible to advise on whether the find is archaeological or not and record it as required, in association with Kaitiaki input.
- In the event that the Project Archaeologist confirms that the find is associated with Māori archaeological activity and/or occupation, then the Project Archaeologist will notify the Iwi representative(s) (including any onsite Kaitiaki) immediately.
- In the event of kōiwi tangata (human remains) being uncovered the Project Archaeologist will notify the Kaitiaki and Iwi representative(s) immediately, Client and onsite site supervisor, HNZPT and the NZ Police. The best course of action will be determined with these parties in accordance with the authority conditions and tikanga Iwi protocols.
- The contractor will only be able to resume physical works on the location of the find once the Project Archaeologist has given clearance.

## Māori Archaeological Potential

### Examples of Potential Archaeological Remains (Non-Site-specific Examples)

**Midden:** A midden is essentially a rubbish dump. In the case of Māori archaeological deposits, this is likely to consist of shells as well as animal bone (such as fish, sea mammal or bird bone). The midden may include charcoal and bits of stone tool.



Figure 1. Shell midden (non-site-specific example).



**Ovens:** These features are usually scoop-shaped and are dark stained with charcoal and fire cracked rocks.



Figure 2. Midden and oven (non-site-specific example).



Figure 3. Oven (non-site-specific example).

**Cultural layers:** A darkened or stained layer that often includes charcoal, little patches of midden and sometimes includes stone tools.





Figure 4. Buried cultural layer (non-site-specific example).



## Pre-1900 Historic Archaeological Potential

### Examples of Potential Archaeological Remains (Non-Site-specific Examples)

**Rubbish pit:** A rubbish dump may contain broken glass, ceramics, metal, leather, building material and/or animal bones.



Figure 5. Rubbish pit revealed during excavation (non-site-specific example).





*Figure 6. Profile of a rubbish pit (non-site-specific example).*

**Structural remains:** pre-1900 features may include timber posts, brick and/or unreinforced concrete.



*Figure 7. Brick foundation feature (non-site-specific example).*



**Artefacts:** Pre-1900 items include ceramic, glass, metal, leather and faunal remains.



*Figure 8. Example of pre-1900 ceramic plate fragments.*



*Figure 9. Example of pre-1900 ceramic bottles.*



Figure 10. Example of pre-1900 glass bottles (left: black beer bottle, right: essence bottles).



Figure 11. Example of the remains of a pre-1900 leather boot.





*Figure 12. Example of faunal remains - animal bone (which may have evidence of butchery marks).*