

TE MAHERE URUPARE MATE URUTĀ

PANDEMIC RESPONSE PLAN

Te Rūnanga a Rangitāne o Wairau Trust

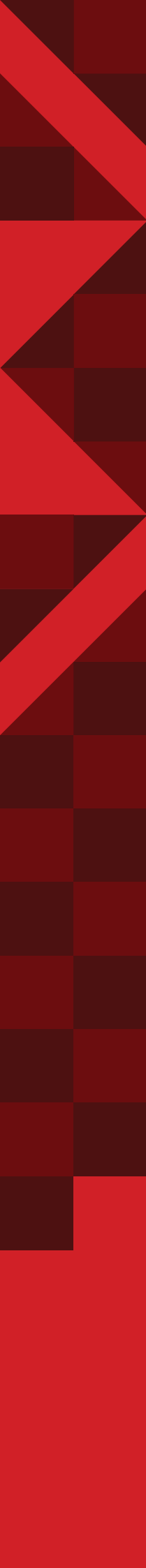
Tangata ora, mana tangata!

The health and wellbeing of
our people is paramount.



Rangitāne

Te Rūnanga a Rangitāne o Wairau



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1. INTRODUCTION

Te Mahere Urupare Mate Urutā | Pandemic Response Plan outlines how Te Rūnanga a Rangitāne o Wairau Trust will respond to minimise the harm and impacts of KOWHEORI-19/COVID-19 for iwi hapori and hapori whānui and continue to operate under the COVID-19 Protection Framework (CPF).

This plan covers both keeping our kaimahi, whānaunga and iwi safe in our facilities (business continuity) as well as a broader layer of related support for iwi members.

It has been produced against a rapidly changing backdrop, and at the time of writing – as the Omicron outbreak begins to pick up pace nationwide – it is expected Te Mahere Urupare Mate Urutā will continue to evolve.

2. BACKGROUND

Following the rapid emergence of Mate Korona on our shores in early 2020, it became essential for organisations and businesses to adapt to cope with the impacts of the pandemic and continue to operate under the Alert Level system deployed as the pillar of the New Zealand Government's COVID-19 elimination strategy.

For Te Rūnanga a Rangitāne o Wairau (Rangitāne), the drive to plan and prepare extends beyond the need to meet Public Health Orders and related Health and Safety legislation – we must also be prepared for our people and do all we can to ensure our people are prepared as well.

*Tangata ora, mana tangata!
The health and wellbeing of our people is paramount.*

The initial Rangitāne KOWHEORI-19 response throughout 2020 centered largely on the collective approach as ngā iwi o Te Taihū o Te Waka-a-Māui came together to partner with various agencies and NGOs to ensure the needs of all whānau Māori in the rohe were met (see 'Support via te Kotahi o Te Taihū Trust, page 10).

A combined Kurahaupō oranga fund, Te Kura Ora, was also established for whānau who had been impacted by COVID-19 and were not able to access government support. This was closed at the end of 2020 following low demand. In terms of other whānau support, Rangitāne kaimahi made welfare checks by phone and kaumātua were offered a one-off hardship grant. Staff were also utilised to help distribute welfare packs provided by Whānau Ora commissioning agency Te Pūtahitanga o Te Waipounamu and to support public health efforts, for example, supporting delivery of testing and vaccination centres.

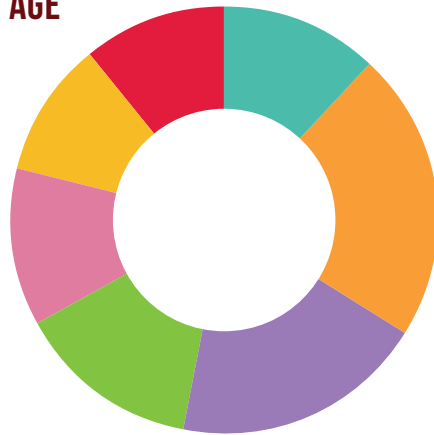
Meanwhile, all BAU Risk Management Assessment Statements (RAMS) and office procedures were adapted to the new rules to enforce scanning in using the NZ COVID Tracer app, mask wearing, social distancing, bolstered hygiene practices etc.

3. MEMBERSHIP

As of December 1, 2021 there were just over 4,000 registered Rangitāne members.

The largest proportion of the membership are resident in Wairau and the largest groupings in terms of age are 10- to 19-year-olds and 20- to 29-year-olds.

AGE



- 0-9 years **489**
- 10-19 years **901**
- 20-29 years **782**
- 30-39 years **571**
- 40-49 years **481**
- 50-59 years **418**
- 60+ years **441**

MEMBERS BY GEOGRAPHIC LOCATION

Wairau Marlborough.....	902
Horowhenua Levin.....	470
Te Whanga-Nui-a-Tara Wellington....	317
Waitaha Canterbury.....	324
Tāmaki Makaurau Auckland.....	219
Te Matau-a-Māui Hawke’s Bay.....	187
Manawatū-Whanganui	180
Whakatū Nelson.....	155
Waikato	130
Te Moana-a-Toi Bay Of Plenty.....	99
Taranaki	75
Te Tai Tokerau Northland.....	48
Otākou Otago.....	41
Te Tai Poutini West Coast.....	38
Wairarapa	25
Murihiku Southland.....	13
Te Tai o Aotere Tasman.....	42
Taupō	12
Tūranga-Nui-a-Kiwa Gisborne.....	9
Hauraki Coromandel.....	6
Te Tai Rāwhiti East Coast.....	6
Australia	423
America	33
Europe	7
Asia	1
Unknown	421

Te Rūnanga a Rangitāne o Wairau Trust’s flagship Tangata Rau Reo Kotahi *Language & Cultural Revitalisation Strategic Plan | 2018-2050* identifies three specific groupings within its membership. This is useful when considering how we can support our uri through the pandemic.

AHI KĀ

Ahi kā represents our iwi members who live within the tribal rohe and keep the home fires burning.

AHI TERETERE

The term ahi teretere refers to a flickering fire which represents our iwi members who live outside the tribal rohe and have limited contact.

AHI MĀTAO

The term ahi mātao refers to an extinguished fire which represents our iwi members who live outside the tribal rohe and have no contact.

For health, mahi, kai and housing, we provide pathways for whānau within the tribal rohe. However, other iwi initiatives are provided for all members, regardless of place of residence (see 6. *Supporting Whānau*, page 9).

4. THE COVID-19 PROTECTION FRAMEWORK AND OMICRON PUBLIC HEALTH ORDER

In the nearly two years since the emergence of the pandemic in Aotearoa, as more has become known about the virus, vaccination has emerged as one of the key public health tools in preventing deaths and serious illness from KOWHEORI-19¹.

As such, amid climbing vaccination rates, at 11.59pm on December 2, 2021, New Zealand transitioned formally from a strategy of elimination to one designed to minimise the impact of KOWHEORI-19 being present in our communities. The new COVID-19 Protection Framework has seen the introduction of Red, Orange and Green settings deployed region by region, and a new Vaccine Pass as key pillars of the new strategy. In addition, a Mandatory Vaccination Order was introduced for workers in the health and disability, education, corrections, Fire and Emergency NZ and Police.

With the transition, it is expected there will be COVID-19 cases in communities. According to the Ministry of Health and the World Health Organisation, fully vaccinated people are less likely to develop serious illness and less likely to be hospitalised and most people will be able to safely isolate at home. This will be managed under a new Care in the Community model led by the Ministry of Social Development and DHBs. See 'Appendix 1 – Response Framework and Key Contacts' and 'Appendix 2 – Useful Links, Resources and Support Services' for further information on this model. At the time of writing, this model is continuing to be developed and strengthened.

Additionally, while the Government has indicated that localised lockdowns with heavier restrictions as seen in 2020 and 2021 will no longer be utilised, it has introduced a new three-phase Public Health Response to slow down and limit the spread of Omicron. This was announced on January 26, 2022.

Phase 1: There are some cases of COVID-19 in the community – continue to stamp it out.

Phase 2: Cases have spread in the community – act to minimise and slow transmission to protect our vulnerable communities.

Phase 3: There are thousands of cases per day. Most people will be able to look after themselves at home. Health and social services will focus on those that need the most help. (Source: covid19.govt.nz)

Phases 2 and 3 will mean significant changes to current testing and contact tracing systems. At the time of writing, New Zealand was at the Red Alert Level, Stage 1.

1. <https://www.who.int/emergencies/diseases/novel-coronavirus-2019/>

Taking care of each other at Red, Orange and Green

Services for basic needs like supermarkets, pharmacies and public transport are open across every setting with or without *My Vaccine Pass*.

Red

Life at Red

- Wear a face covering on flights, public transport, taxis, shops, education (Year 4 and up including tertiary) and public venues (mandatory)
- You can visit public places like libraries and museums (with limits based on the size of the venue)
- Go to workplaces. Where appropriate staff may work from home
- Go to education places like schools and ECE (with health measures and controls in place).

My Vaccine Pass allows you to go to the following:*

- Cafes, restaurants and bars
- Gatherings like weddings and funerals, and gatherings at home
- Indoor and outdoor events
- Close-proximity businesses like your hairdresser
- The gym or other member-based businesses like dance or martial art studios.

You can also attend tertiary education in person (capacity limits will apply based on venue sizes).

*Up to 100 people based on the size of the venue. For gatherings at home, you can have up to 100 regardless of the size of the house.

Without My Vaccine Pass there are restrictions that apply:

- Only allowed contactless pickups at cafes, restaurants and bars
- Only attend small gatherings of up to 25 people. If held at home, maximum of 25 people regardless of the size of the house
- Cannot attend indoor or outdoor events, like concerts
- Up to 25 people can attend outdoor community events with uncontrolled access
- Only distance learning for tertiary education.

Orange

Life at Orange

- Wear a face covering on flights, public transport, taxis, shops and public venues (mandatory)
- You can visit public places like libraries and shops (with limits based on the size of venue)
- Go to workplaces
- Go to education places (with health measures in place).

My Vaccine Pass allows you to go to the following with no limits:

- Cafes, restaurants and bars
- Gatherings like weddings and funerals, and gatherings at home
- Close-proximity businesses like your hairdresser
- The gym or other member-based businesses like dance or martial art studios.

Without My Vaccine Pass there are restrictions that apply:

- Only allowed contactless pickups at cafes, restaurants and bars
- Small gatherings can be up to 50 people, based on the size of the venue. If held at home, maximum 50 regardless of the size of the house
- Cannot attend indoor or outdoor events
- Outdoor community events with uncontrolled access have a maximum of 50 people
- Cannot go to the gym or other member-based businesses like dance or martial art studios
- Cannot visit close-proximity businesses like hairdressers.

Green

Life at Green

- Wear a face covering on flights (mandatory)
- Visit public places like libraries and shops
- Go to workplaces
- Go to education places.

My Vaccine Pass allows you to go to the following with no limits:

- Cafes, restaurants and bars
- Gatherings like weddings and funerals, and gatherings at home
- Indoor and outdoor events
- Close-proximity businesses like your hairdresser
- The gym or other member-based businesses like dance or martial art studios.

Without My Vaccine Pass you can go to the following (with limits):*

- Gatherings like weddings and funerals
- Close-proximity businesses like your hairdresser (with masks and scanning in)
- The gym or other member-based businesses like dance or martial art studios.

*Up to 100 people based on the size of the venue.

5. VACCINATION AGAINST KOWHEORI-19

All New Zealanders over the age of 5 are encouraged to be vaccinated against KOWHEORI-19 and for many workers, vaccination is also now mandatory. As of January 2022, the vaccination course consisted of two shots and a booster. For children aged 5 to 11 years, two doses of the child vaccine are required to be fully vaccinated.

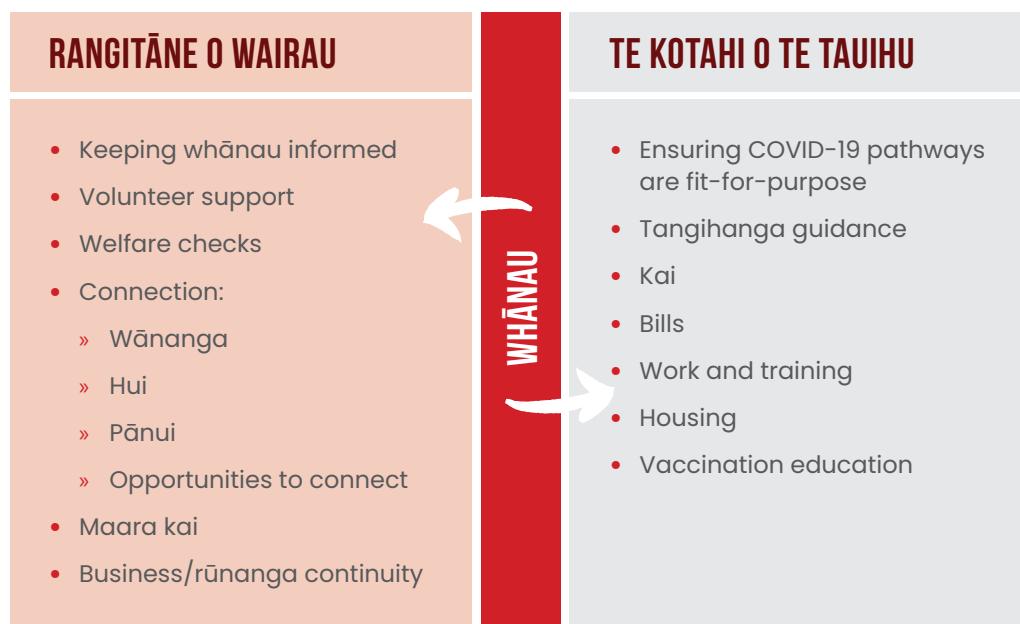
At all settings under the COVID-19 Protection Framework (CPF), many places require people to show their vaccination certificate (My Vaccine Pass) to enter.

Prior to the nationwide rollout of the CPF on December 2, 2021, Rangitāne Trustees agreed to implement a vaccination certificate requirement for all events and gatherings organised by the Trust. This is primarily because the provisions of the CPF, where vaccination certificates are not used, is too prohibitive and restrictive to enable any events to proceed for the benefit of our kaumātua and whānau.

We view this move as key to efforts to protect our staff and our people – especially tamariki, kaumātua and whānau with underlying health issues who cannot be vaccinated – by minimising the likelihood of an exposure event and community spread.

We do, however, recognise it is every individual's right to choose what is best for them and will endeavour to create opportunities for all Rangitāne whānau. Please see support initiatives in 6. *Supporting Whānau*.

6. SUPPORTING WHĀNAU



RANGATIRATANGA

Kia pono, kia ngākau māhaki, kia mana-ā-kī
Leading with honour, humility and integrity

KOTAHITANGA

Kia mahi tahi, kia kauanuanu tētahi ki tētahi
Working together, respectfully, as one

KAITIAKITANGA

Tiakina ā tātou taonga kei ngaro
Embracing our responsibility to protect preserve and enhance our taonga

MANAAKITANGA

Kia tangata marae, kia manaaki tētahi i tētahi
Upholding mana with hospitality, generosity and service

WHANAUNGATANGA

Kia renarena te taukaea tangata, tātou, tātou!
Valuing our relationships and ensuring a shared sense of belonging

SUPPORTING WHĀNAU: SUPPORT VIA TE KOTAHI O TE TAUIHU TRUST

Having come together to work through the first COVID-19 lockdown, in February 2020, ngā iwi o Te Taihū Te Taihū o Te Waka-a-Māui² (top of the South Island) formally established Te Kotahi o Te Taihū Charitable Trust (TKoTT) to advance health and wellbeing, alleviate poverty, ensure adequate food and housing is available, and promote education and skills within the communities of Te Taihū (the top of the South Island) and in particular our Māori communities.

This alliance enables us to, together, address immediate needs of whānau in Te Taihū and work with agencies and others to ensure services are fit-for-purpose.

There are a range of services iwi members resident in Te Taihū can access.

Initiative	Outline	How to access
Kai	Emergency kai is available via the Te Pātaka network.	<p>Iwi staff may refer whānau via email or website: ☎ kotahitehoe.org.nz/referral-form</p> <p>Whānau can self-refer: ☎ 0800 514 358 ☎ kotahitehoe.org.nz/referral-form</p>
	The Kōanga Kai project is supporting whānau to grow their own kai.	Limited space but contact the Rangitāne office for more information.
Hygiene packs	There are limited packs available for whānau who meet criteria for emergency kai. (Note, this service to be discontinued once current supplies run out).	<p>Iwi staff may refer whānau via email or website: ☎ kotahitehoe.org.nz/referral-form</p> <p>Whānau can self-refer: ☎ 0800 514 358 ☎ kotahitehoe.org.nz/referral-form</p> <p>Limited space but contact TKoTT for more information.</p>
Bills	<p>If whānau would like help managing finances or advocating on your behalf, TKoTT Kaitūhono-a-hapori can help them through the process.</p> <p>For whānau who are under the korowai of TKoTT there is also a discretionary support fund available.</p>	<p>Iwi staff may refer whānau via email or website: ☎ kotahitehoe.org.nz/referral-form</p> <p>Whānau can self-refer: ☎ 0800 514 358 ☎ kotahitehoe.org.nz/referral-form</p>

2. Ngā o te Taihū o Te Waka-a-Māui: Rangitāne of Wairau, Ngāti Apa ki te Rā Tō, Ngāti Koata, Ngāti Kuia, Ngāti Rārua, Ngāti Tama, Ngāti Toa Rangitira ki Wairau and Te Ātiawa o Te Waka-a-Māui.

Initiative	Outline	How to access
Work	TKoTT Kaitūhono-a-mahi can help whānau looking for assistance with work or training.	<p>Iwi staff may refer whānau via email or website: kotahitehoe.org.nz/referral-form</p> <p>Whānau can self-refer: 0800 514 358 kotahitehoe.org.nz/referral-form</p>
Housing	TKoTT Kaitūhono-a-hapori can advocate for whānau dealing with agencies.	<p>Iwi staff may refer whānau via email or website: kotahitehoe.org.nz/referral-form</p> <p>Whānau can self-refer: 0800 514 358 kotahitehoe.org.nz/referral-form</p>
Tangihanga Guidance	A framework has been established to guide whānau pani through tangihanga under the COVID-19 Protection Framework.	See Appendix 4.
Vaccination education	TKoTT works with Nelson Marlborough Health, Primary Health Organisations and Te Piki Oranga to provide opportunities for whānau to find out more about vaccinating against COVID-19.	<p>For further information please see: kotahitehoe.org.nz</p> <p>If you have a group and would like to have a Māori medical professional come and talk to you, please email: Lorraine.Eade@kotahitehoe.org.nz</p>
Vaccinations	TKoTT works alongside Nelson Marlborough Health, Primary Health Organisations and Te Piki Oranga to provide kaupapa Māori vaccination clinics.	<p>For clinic locations, see: kotahitehoe.org.nz or tpo.org.nz</p>
Ensure CSIQ and health pathways are fit-for-purpose	TKoTT works alongside agencies to ensure no whānau is left behind.	See Appendix 1.

SUPPORTING WHĀNAU: IWI RESPONSE INITIATIVES

Beyond the support offered through Te Kotahi o Te Tauihu Trust, Rangitāne also offers the following support for registered members. These initiatives will be reviewed, as necessary.

Initiative	Purpose	Settings	Ahi kā	Ahi teretere	Ahi mātao
Providing key resources and quality info	Use established communications framework to keep whānau connected and informed of latest developments and information that is <i>relevant</i> .	● ● ●	○	○	○
Whānau Plan	Provide a Whānau Plan for each household to assist in their preparation efforts. Provide related advice/information for whānau.	● ● ●	○	○	○
Welfare calls/checks	Calls to whānau to check on welfare status: a. Kaumātua in localised lockdowns. b. Whānau who are known to be in self-isolation, managed isolation or hospitalised.	● ● ●	○	○	X
Cultural advice	Provide a channel for whānau seeking cultural advice.	● ● ●	○	○	○
Tangihanga Guidance for Ūkaipō and Tuamātene	Guidance to assist whānau use of iwi facilities in a private capacity.	● ● ●	○	○	○
Direct referrals to Kotahi o Te Tauihu Trust	For iwi members living in Te Tauihu seeking support with kai, housing, employment or training and other primary needs.	● ● ●	○	X	X
Hardship Grants	Hardship assistance is considered on a case-by-basis.	● ● ●	○	○	○
Volunteer rōpū	This team can assist whānau in self-isolation, with transport, or with emergency situations (including connectors outside the rohe).	● ●	○	○	X

Initiative	Purpose	Settings	Ahi kā	Ahi teretere	Ahi mātao
Maara kai	The Tuamātene maara kai is available to all whānau, as is support through our Kōanga Kai initiative.	● ● ●	○	X	X
Report back any needs and vulnerabilities in the community	Any social needs/concerns identified can be reported to TKoTT.	● ● ●	○	X	X
Online wānanga, hui	Increased schedule of online wānanga, hui to cater for all members, regardless of vaccinations status. Find new ways and channels to uplift wairua and strengthen connection at distance.	● ● ●	○	○	○
Provide resources for whānau in self-isolation	Repurpose use of existing resources for whānau who are in self or managed isolation.	● ●	○	○	○

7. BUSINESS CONTINUITY AND MINIMISING HARM




Identifying and planning around risk of exposure to COVID-19 means we can continue to operate and provide services to members. Key controls are as follows.

A. GENERAL

The spread of respiratory viruses can be reduced by hygiene measures (hand hygiene, cleaning), barriers to transmission (masks), social distancing and contact tracing. Rangitāne will ensure the following basic measures are implemented at our office, Ūkaipō and Tuamātene.

i. Mask-wearing

Wearing a face mask or covering can reduce the risk of infected people spreading COVID-19³. Masks are available at reception, Ūkaipō and Tuamātene. Mask requirements in New Zealand were strengthened on January 25, 2022. Everyone must wear a mask that is attached to the face by loops around the ears or head. This means people can no longer use scarves, bandannas or t-shirts as face coverings. You do not need to wear a mask when exercising. Mask requirements were also strengthened for workers who are legally mandated to be vaccinated. Mask wearing is now also required at the RED level for children aged 8 and over (including at school).

Setting	Control
 Red	<p>Wānanga/events/tangihanga/hui:</p> <ul style="list-style-type: none">• Masks are required for workers and volunteers, encouraged for others. <p>Office:</p> <ul style="list-style-type: none">• Masks are required for public facing staff and manuhiri and encouraged for others. If staff must interact with manuhiri, mask-wearing is encouraged.• Masks are not required when eating/drinking.
 Orange	<p>Wānanga/events/tangihanga/hui:</p> <ul style="list-style-type: none">• Masks are encouraged for workers and volunteers, attendees. <p>Office:</p> <ul style="list-style-type: none">• Masks are required for public-facing staff and manuhiri and encouraged for others. If staff must interact with manuhiri, mask-wearing is encouraged.• Masks are not required when eating/drinking.
 Green	<p>Wānanga/events/tangihanga/hui:</p> <ul style="list-style-type: none">• Masks are encouraged for workers and volunteers, attendees <p>Office:</p> <ul style="list-style-type: none">• Masks are encouraged.• Masks are not required when eating/drinking.



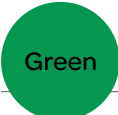
3. <https://www.healthnavigator.org.nz/health-a-z/c/covid-19-face-masks/>

ii. Record-keeping to support contact tracing

All Rangitāne facilities and events at all settings will use the official NZ COVID Tracer QR and have another way for people to check in. Staff must also sign in each day and all manuhiri to the office will need to enter through reception – no exceptions.

iii. Social distancing

Social distancing measures aim to slow the spread of disease by stopping chains of transmission of COVID-19 and preventing new chains from appearing.

Setting	Control
 Red	<ul style="list-style-type: none">• If possible, work-from-home arrangements to be implemented.• Where practicable, split staff into two separate groups and endeavour to have limited contact between the two.• All kaimahi should keep ONE metre social distancing when meeting together and TWO metres apart from manuhiri.• Where possible, all meetings via Zoom or Teams.• Encourage visitors to call the office rather than come in.• ONE metre social distancing for all vaccinated wānanga, events, hui.
 Orange	<ul style="list-style-type: none">• All kaimahi should keep ONE metre social distancing when meeting together and TWO metres apart from manuhiri.• Meetings via Zoom or Team encouraged.• If meetings are in person, use a large room with enough space for everyone to physically distance. Ensure adequate ventilation.
 Green	<ul style="list-style-type: none">• Encourage visitors to call the office rather than come in.• All kaimahi should keep ONE metre social distancing when meeting together and with manuhiri.

iv. Hygiene

Managers and kaimahi must be especially diligent about checking in with each other daily. The General Manager should send anyone home who is not feeling well.

At **all settings** staff are encouraged to:

- Regularly disinfect surfaces and have good hand hygiene, and to thoroughly clean their desk and equipment before and after work every day. If you are using somebody else's desk, devices, or tools, clean and disinfect them before and after use.
- Wash hands before starting work and at every opportunity during the day, especially after using shared spaces or touching items someone else may have touched (eg. drawers) and before going home.
- Practise good cough and sneeze etiquette.
- Wash hands after unpacking goods received.

Manuhiri

At **all levels** staff should observe manuhiri on arrival. Those presenting as unwell can be asked if they have been tested. If they haven't, staff should ask them to:




- Get tested as soon as possible.
- Get advice about getting tested by calling their doctor or Healthline on 0800 358 5453.
- Leave the premises.

In addition, Rangitāne will:

- Provide a supply of tissues.
- Provide a lined bin for used paper towels and tissues.
- Provide plastic bags to line bins that have a drawstring top.
- Ensure the bins are emptied and new liners replaced regularly.
- Ensure bins are disinfected with household bleach.
- Provide hand-washing facilities and/or alcohol hand hygiene products.
- Ensure kaimahi and visitors know and practise good hand washing and drying techniques by posting hygiene notices in appropriate places.
- Ensure shared work surfaces frequently touched by hands are disinfected with alcohol wipes or bleach every day e.g., computers, telephones counters, handles, railings etc.
- Ensure cups, dishes and cutlery are washed with soap and hot water regularly.
- Remove all magazines and paper from reception areas and lunchrooms.

v. Events

Wānanga, events and hui are integral to our tribal identity. Use of My Vaccine Pass allows us to continue to hold events for our people at each setting. RAMs will also be conducted for each gathering. All Rangitāne events will be run using My Vaccine Pass. Within the parameters of the CPF, and using a Risk Assessment Approach, the General Manager may permit gatherings, with controls in place, without the use of My Vaccine Pass.

Setting	Control
 Red	<ul style="list-style-type: none">• If My Vaccine Pass is used, up to 100 people allowed, based on one metre distancing.• Record keeping.• Face masks for all workers.
 Orange	<ul style="list-style-type: none">• No limits if My Vaccine Pass is used.• Record keeping.• Face masks for all workers.
 Green	<ul style="list-style-type: none">• No limits if My Vaccine Pass is used.• Record keeping.• Face masks for all workers.

vi. Signage

At **all levels** signage in relation to using the NZ COVID Tracer app, hygiene, mask wearing, social distancing and My Vaccine Pass will be displayed at the office, Ūkaipō and Tuamātene.

vii. Cleaning

Cleaning protocols for the Rangitāne office, Ūkaipō and Tuamātene above and beyond what is contracted are as outlined below. (Source, Ministry of Health)
These must be adhered to at all levels.

Cleaning contractors must show that they have COVID-19 Protection Protocols in place.

- Use a product suitable for each surface, following the directions on the product label including any personal protective equipment you may need to wear to protect you from chemicals.
- Clean surfaces with detergent and then use disinfectant.
- If disinfectants are required, ensure that it is effective against the COVID-19 virus. Follow the instructions to use them safely and effectively. Dwell times – the length of time a product should remain wet on a surface – are needed before drying a surface with a clean cloth to kill germs.
- Start by cleaning surfaces higher up and work your way to the floor. This method ensures that any particles, dust or dirt fall to the floor which will then be cleaned last.
- First clean surfaces and objects that are less frequently touched.
- Work your way to cleaning more frequently touched items that have a higher risk of being contaminated (eg, door handles and toilets).
- Avoid going from an area that has not been cleaned to an area that has been cleaned. This prevents contaminating the cleaned area and will ensure you aren't cross-contaminating items or surfaces.
- Clean cloths and mop heads after use.
- When finished wash and dry your hands.
- Wear household gloves when cleaning/disinfecting to protect your hands from any cleaning chemicals. When finished, wash reusable household gloves and then wash and dry your hands. If using disposable gloves, remove after use, discard in a rubbish bin and then wash and dry your hands.

Further information

COVID-19: Cleaning frequently asked questions

📄 health.govt.nz/our-work/diseases-and-conditions/covid-19-novel-coronavirus/covid-19-information-specific-audiences/covid-19-general-cleaning-and-disinfection-advice/covid-19-cleaning-frequently-asked-questions

How to safely clean your home after a COVID-19 diagnosis

📄 health.govt.nz/our-work/diseases-and-conditions/covid-19-novel-coronavirus/covid-19-health-advice-public/advice-people-covid-19/how-safely-clean-your-home-after-covid-19-diagnosis

i. Health and Wellbeing

The pandemic and related measures can result in considerable strain on staff. Rangitāne management will continue to look out for staff and encourage all staff to also look out for one another.

Rangitāne partners with Workplace Support to provide our Employee Assistance Programme (EAP), which is available to staff and their immediate families. This service is free to access. If staff need to access this service, at any time, please contact 0800 443 445.

B. NGĀ MEA TIKANGA

When carrying out tikanga processes that are a normal part of the Rangitāne/marae protocols, all kaimahi/marae committee members/whānau, hapū, and iwi members should be briefed beforehand on what proactive pandemic measures are in place and ngā mea tikanga.

Tikanga should be decided on a case-by-case basis, considering the following key points:

For pōwhiri and whakatau

- Let manuhiri know prior to attending the health safeguards that have been put in place to reduce and minimise the spread of COVID-19.
- Do not bring anyone to a hui that has flu-like symptoms or is unwell.
- Will hariru will be limited?
- After the hariru and before partaking of any food, washing the hands is required.
- Liquid soap cleansers, antiseptic alcohol-based sanitising lotions and tissues will be provided.
- Should anyone attend pōwhiri or whakatau who is deemed to be unwell, they should be encouraged to go home.

C. RESPONDING TO A SUSPECTED OR CONFIRMED CASE OF COVID-19

In the event of an associated individual or group identifying as a suspected or confirmed case of COVID-19, Rangitāne will take the following steps:

- Isolate the person from others and provide a disposable mask, if available for the person to wear.
- Inform the COVID-19 Healthline (0800 358 5453).
- Ensure the individual/group has transport to their home.
- Physically isolate access to the known areas of movements (where practicable).
- Schedule and complete a specialist clean (including the use of PPE).
- Identify the movements of the individual/group.
- Notify other potentially affected parties.
- Trigger the Response Plan outlined in Appendix 8.

This information is correct as of February 7, 2022, but is subject to change as case numbers in the Omicron outbreak rise and the country moves out of the Stage 1 response. No information on availability of RAT testing etc for workplaces was available at the time of writing.

D. TRUST

Post-settlement governance entities and other iwi entities can continue to work safely and effectively in the traffic light system because of temporary legislation. The **COVID-19 Response (Management Measures) Legislation Act 2021** brings back temporary relief measures from last year's COVID-19 Response (Requirements For Entities – Modifications and Exemptions) Act 2020. The key part of the Act for entities is Schedule 4, Part 2.

Entities can:

- Carry out certain functions and tasks electronically – including holding meetings, signing instruments, and voting on certain matters – even if their constitutions or rules do not provide for it;
- Modify certain requirements or provisions in their constitution or rules – for example, to defer reporting, or waive members' fees.

This temporary legislation came into effect on November 3, 2021, and ends on April 30, 2022, unless it is extended.

Source: Te Arawhiti

E. RISK ASSESSMENT AND CONTROL: RANGITĀNE OFFICE, ŪKAIPŌ AND TUAMĀTENE

A thorough risk assessment for all Rangitāne facilities has been completed by staff. Please see Appendix 7. The risk assessment should be reviewed regularly. Risk assessments for staffing roles have also been conducted through a separate HR process.

F. COMMERCIAL PROPERTIES

For Business Continuity Plans for commercial properties owned by Rangitāne, please refer to separate, defined H&S plans. 'Commercial Properties' refers to: Rangitāne House, Horton Street and Flaxmill Vineyard.

G. TANGIHANGA GUIDANCE (Source: Manatū Haoura/Ministry of Health)

In the instance Ūkaipō or Tumātene Marae are required for tangihanga, it is up to the whānau pani to choose the settings under which it is conducted. At all settings of the **COVID-19 Protection Framework** (green, orange and red) tangihanga, funerals, religious and cultural rituals are allowed, including bathing, dressing and praying over the tūpāpaku (deceased person), however gathering restrictions in the COVID-19 Protection Framework apply. The settings for tangihanga and funerals are the same for both indoor and outdoor services.

At all settings

- Under no circumstances should anyone who has cold or flu symptoms, has recently been in contact with a COVID-19 case, or been a close contact at a location of interest attend tangihanga.
- Limit close contact with others.
- Encourage handwashing and sanitisation.

Contact tracing at all settings

Record keeping for contact tracing purposes must take place at tangihanga at all levels. This applies to everyone over the age of 12 in attendance. Organisers must legally display an NZ COVID Tracer QR code. They can also provide another method such as a manual sign in register. People who are medically exempt from vaccination will be issued with a My Vaccine Pass. You do not need to take medical exemptions into account.

Restrictions on tangihanga at each setting

Different restrictions apply depending on whether the funeral or tangihanga is vaccinated or unvaccinated. A facility can switch between operating vaccinated and unvaccinated services if:

- Those groups do not mix at any point.
- Appropriate public health controls are implemented between groups.
- Rooms are well ventilated.
- High-touch surfaces, such as door handles, are cleaned between groups.
- Everyone, both staff and visitors, must be told what the My Vaccine Pass requirements are – whether My Vaccine Pass is or is not required.

Red

Tangihanga at Red

Tangihanga can go ahead at Red, with restrictions.

With My Vaccine Pass

- Funerals, tangihanga, burials and viewing of tūpāpaku (the person who has died) can go ahead at Red.
- It is up to the staff and the whānau or family to agree if the funeral or tangihanga is only open to people with My Vaccine Pass or to a mix of people with and without My Vaccine Pass.
- If the funeral or tangihanga is following My Vaccine Pass requirements, only people with My Vaccine Pass are allowed to be there.
- Children under the age of 12 years and 3 months do not need to provide a My Vaccine Pass to enter places with a vaccination requirement.
- There can be up to 100 people in a single defined space at the venue at any time, both indoors and outdoors. The limit includes children under 12, whānau pani and ringawera.
- You can travel anywhere to attend a funeral, tangihanga, burial or viewing.
- You can serve food and drink.
- A marae can have multiple groups of 100 people coming through to attend a tangihanga – as long as the groups are not on the marae at the same time and do not mix with each other.
- Marae must make sure they clean all rooms and areas between groups.
- Funeral directors, faith-based leaders, whānau and friends can handle and view the tūpāpaku. Up to 100 people can view the tūpāpaku if everyone is fully vaccinated.
- You can provide or help others provide services to a tūpāpaku if you are fully vaccinated.

Without My Vaccine Pass

- If a venue chooses not to follow vaccine pass requirements, funerals and tangihanga are limited to 25 people based on 1-metre distancing in a single defined space. They can be a mix of people with and without My Vaccine Pass. The limit includes children under 12, but not staff.
- You can serve food and drink.
- Marae can choose whether to allow people without a My Vaccine Pass to attend a tangihanga. If they are allowed, tangihanga are limited to 25 people.
- Multiple groups of 25 people can attend a tangihanga – as long as the groups are not on the marae at the same time and do not mix with each other.
- Marae can also choose to switch between allowing people with and without My Vaccine Pass to attend. Groups cannot be on the marae at the same time. For example, 25 people who do not have My Vaccine Pass could attend a tangihanga in the morning. After cleaning, a group of 100 people with My Vaccine Pass could attend the tangihanga later in the day.
- Marae must make sure they clean all rooms and areas between groups.
- Up to 25 people can view the tūpāpaku (the person who has died). The limit can be a mix of people with and without My Vaccine Pass. The limit does not include staff who are attending.

Orange

Tangihanga at Orange

Tangihanga can go ahead at Orange, with restrictions.

With My Vaccine Pass

- It is up to the staff and the whānau to agree if the funeral or tangihanga is only open to people with My Vaccine Pass or to a mix of people with or without My Vaccine Pass.
- If everyone has My Vaccine Pass, there is no limit to the number of people who can attend, both indoors and outdoors.
- You can travel anywhere to attend a funeral, tangihanga or burial.
- You can serve food and drink.
- Funeral directors, faith-based leaders, whānau and friends can handle and go and view the tūpāpaku. Up to 100 people can view the tūpāpaku if everyone has My Vaccine Pass.
- You can provide or help others provide services to a tūpāpaku if you have My Vaccine Pass.

Without My Vaccine Pass

- If whānau pani choose not to follow My Vaccine Pass requirements, funerals and tangihanga are limited to 50 people based on 1-metre distancing in a single defined space. They can be a mix of people with and without My Vaccine Pass. The limit includes children under 12, but not staff.
- You can serve food and drink.
- Marae can choose whether to allow people without My Vaccine Pass to attend a tangihanga. If people without My Vaccine Pass are allowed, tangihanga are limited to 50 people.
- Multiple groups of 50 people can attend a tangihanga – as long as the groups are not on the marae at the same time and do not mix with each other.
- Marae can also choose to switch between allowing people with and without My Vaccine Pass to attend. Groups cannot be on the marae at the same time. For example, 50 people who do not have My Vaccine Pass could attend a tangihanga in the morning. After cleaning, a group of 100 people with My Vaccine Pass could attend the tangihanga later in the day. Marae must make sure they clean all rooms and areas between groups.

Green

Tangihanga at Green

Tangihanga can go ahead at Green with no restrictions if everyone is fully vaccinated.

With My Vaccine Pass

- It is up to the staff and the whānau or family to agree if the funeral or tangihanga is only open to people with My Vaccine Pass or to a mix of people with or without My Vaccine Pass.
- If everyone has My Vaccine Pass, there is no limit to the number of people who can attend, both indoors and outdoors. Children under the age of 12 years and 3 months do not need to provide a My Vaccine Pass.
- You can travel anywhere to attend a funeral, tangihanga or burial.
- Funeral directors, faith-based leaders, whānau and friends can handle and view the tūpāpaku (the person who has died). There is no limit to how many people can view the tūpāpaku if everyone is fully vaccinated.
- You can provide or help others provide services to a tūpāpaku if you are fully vaccinated. This can include:

Without My Vaccine Pass

- If staff and whānau choose not to follow My Vaccine Pass requirements, funerals and tangihanga are limited to 100 people based on 1-metre distancing in a single defined space. They can be a mix of people with and without My Vaccine Pass. The limit includes children under 12, but not staff.
- You can serve food and drink.
- Marae can choose whether to allow people without My Vaccine Pass to attend a tangihanga. If people without My Vaccine Pass are allowed, tangihanga are limited to 100 people.
- Multiple groups of 100 people can attend a tangihanga – as long as the groups are not on the marae at the same time and do not mix with each other.
- Marae can also choose to switch between allowing people with and without My Vaccine Pass to attend. Groups cannot be on the marae at the same time. For example, 100 people who do not have My Vaccine Pass could attend a tangihanga in the morning. After cleaning, another group of 100 people with My Vaccine Pass could attend the tangihanga later in the day.
- Marae must make sure they clean all rooms and areas between groups.
- Up to 100 people can view the tūpāpaku (the person who has died). The limit can be a mix of people with and without My Vaccine Pass. The limit does not include staff who are attending.

h. Marae Guidance

Marae are also restricted under the CPF. Marae can choose to require vaccine passes or not, but cannot change mid-gathering. If switches between vaccinated groups and groups with unvaccinated people are made, there must be no intermingling of ope, and rooms in use must be cleaned as per public health advice and cleaning controls identified in 7. A. vii. *Cleaning*.

Noho marae are permitted within the traffic light settings. The same rules apply as per the daytime.

For further information, see *Appendix 6 – Guidance for Marae*.

8. FUNDING

MĀORI COMMUNITIES COVID-19 FUND

The Government announced a \$120m Māori Communities COVID-19 Fund to fast-track vaccination efforts for Māori on October 22, 2021.

Phase 1 (\$60m) of this Fund will provide direct financial support to iwi and Māori organisations, to accelerate vaccination uptake.

Phase 2 (\$60m) will support Māori, iwi and communities to respond to the new COVID-19 Protection Framework.

Te Puni Kōkiri administers this fund alongside Te Arawhiti and the Ministry of Health.

COVID-19 2021 WHĀNAU RECOVERY FUND

The Government has reprioritised up to \$5 million to provide immediate relief to vulnerable whānau Māori and communities during the current COVID-19 outbreak, however this is focused on Tāmaki Makaurau, Te Tai Tokerau and Northern Waikato.

SUPPORT FROM WHĀNAU ORA AGENCIES

Whānau can access Whānau Ora services, such as food and essential services, during COVID-19 at the following commissioning agencies.

- **Whānau Ora Commissioning Agency** works with whānau and families in the North Island. 📞 whanauora.nz
- **Te Pūtahitanga o Te Waipounamu** works with whānau and families in the South Island. 📞 teputahitanga.org

9. COMMUNICATIONS

Communications are critical to this response plan. The pandemic has been unsettling and also rapidly moving so it is important to maintain regular contact with the Rangitāne membership, and also with external contacts.

Externally Rangitāne will be focused on:

- Connecting with Te Kotahi o Te Taihū Trust, MSD, NMDHB, PHOs for latest public health developments.
- Providing regular updates to our membership.
- Continuing to use social media and website platforms to engage and inform our membership of key information.

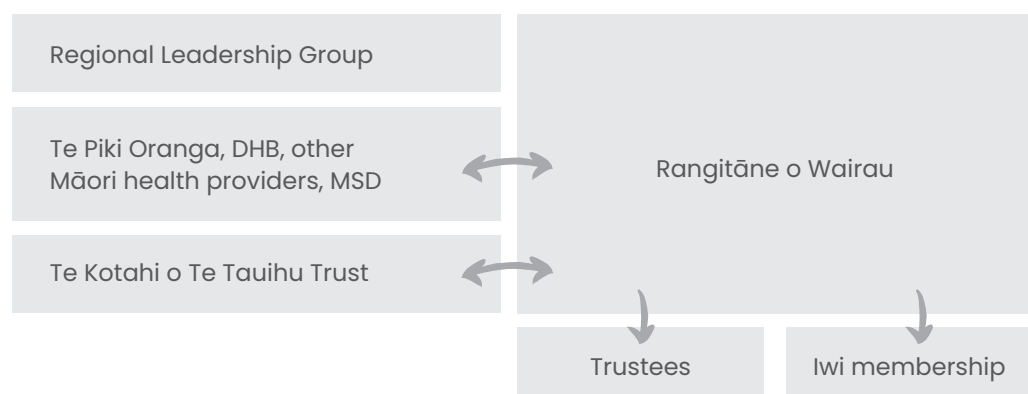
Internally Rangitāne will be focused on:

- Providing regular updates to the Trust.
- Recommending further support measures for whānau.
- Communicating regularly with staff, volunteers and komiti members.
- Ensuring contact databases are up to date.
- Using technology platforms to stay connected (phone, Teams, Zoom).

As well as staying connected, it is important the rūnanga provide the membership with COVID-19-related information that a) comes from a trusted source and b) is relevant to them. Rather than passing on to whānau every agency message that lands, **only key information that is relevant to whānau** re COVID-19, the CPF and the Community Care model should be shared to avoid ‘spamming’ members, and a negative effect on engagement.

A trusted pathway for COVID-19 key messaging around the Government’s COVID-19 response is via the Regional Leadership Groups led by MSD. There will also be opportunities to promote kaupapa Māori vaccination clinics, Community-Based Assessment Sites (testing) and Locations of Interest and other Public Health Messages locally and hyper-locally. This information should be sourced from Nelson Marlborough Health or other health providers in the rohe (Te Piki Oranga and other Māori health providers). It is for Rangitāne management to decide if said information is relevant for dissemination to the membership or not.


A. FRAMEWORK




B. AUDIENCE

For all COVID-19 related communications, Rangitāne’s main focus is its staff, trustees and own membership.


Membership




Website




Social media




Kanohi-te-kanohi



Phone calls



Pānui



Text blasts

Rangitāne Trustees and kaimahi

- Direct via GM

Ngā iwi o Te Taihū

- Direct via GM, chairs
- Via Te Kotahi o Te Taihū Trust
- Via Te Taihū o Te Waka-a-Māui Chairs Forum

Agencies (Te Piki Oranga, DHB, other Māori health providers)

- Direct via GM and kaimahi
- Via Te Kotahi o Te Taihū Trust
- Via pānui

C. MESSAGING

i. Key messaging – Short

Message	Notes
General	
Listen to your aunties – wash your hands and sanitise! Patuerohia ka uru ana koe.	Public health messaging: <ul style="list-style-type: none"> • Prompts habits on extra hygiene practices.
Don't forget your mask! Kei wareware tō ārai kanohi!	Public health messaging: <ul style="list-style-type: none"> • Reinforces mask wearing.
We are here for you in this COVID-19 world. Any pātai, please call us on 03 578 6180. Kei konei mātau ki te āwhina i a koe i te ao o te Kowheori-19. Me he pātai, me waea mai ki a mātau, ki 03 578 6180.	Iwi messaging: <ul style="list-style-type: none"> • Let's whānau know Rangitāne have all the information needed to help.

Message	Notes
Self-isolation	
What's your plan? He aha tō mahere?	Public health messaging: <ul style="list-style-type: none"> To accompany Whānau Plan. Prompts members to think about preparing if they have to self-isolate.
Stuck at home? Need help? Call 0800 514 358.	Iwi messaging: <ul style="list-style-type: none"> Prompts call to TKoTT navigators who can help.

ii. Key messaging – Long

Message	Notes
Te Mahere Urupare Mate Urutā Pandemic Response Plan outlines how Te Rūnanga a Rangitāne o Wairau Trust will respond to minimise the harm and impacts of the KOWHEORI-19/COVID-19 virus for their iwi hapori and hapori whānui and continue to operate under the COVID-19 Protection Framework (CPF).	Iwi messaging: <ul style="list-style-type: none"> Shows that Rangitāne is prepared and has a plan.
Prior to the nationwide rollout of the CPF on December 2, 2021, Rangitāne Trustees voted to implement a vaccination certificate requirement for all events and gatherings organised by the iwi trust. We view this move as key to efforts to protect our people – especially tamariki, kaumātua and people with underlying health issues who cannot be vaccinated – by minimising the likelihood of an exposure event and community spread. We do, however, recognise it is every individual's right to choose what is best for them and will endeavour to create opportunities for alternative events for unvaccinated whānau members.	Iwi messaging: <ul style="list-style-type: none"> Gives reasons behind move to vaccination certificate requirement. Embraces those who are not vaccinated.
The Kotahi o Te Tauihu alliance enables us to address the immediate needs of whānau in Te Tauihu and work with agencies and others to ensure existing services are fit-for-purpose. There are a range of services iwi members resident in Te Tauihu can access.	Iwi messaging: <ul style="list-style-type: none"> Show there is work being done to meet needs on the ground. Highlights kotahitanga. Helps inform members about the work TKoTT do.
Facilities can still be booked – it is up to the user to decide together to use My Vaccine Pass or not. There is guidance to assist use of iwi facilities in a private capacity. Please contact the office for more information.	Iwi messaging: <ul style="list-style-type: none"> Communicates position on private use of Rangitāne facilities.

D. PLATFORMS



BAU platforms (social, website, pānui and EDM) should be utilised for all latest information on COVID-19 and to promote latest public health messaging, noting, however, that emailed EDM style-marketing pānui are losing their effectiveness due to email filters and a general feeling of information overload. For important or urgent information, the email function of the database should be utilised.

- 📧 rangitane.org.nz
- 📧 facebook.com/RangitaneWairau
- 📧 instagram.com/rangitaneowairau

For local information:

- 📧 kotahitehoe.org.nz
- 📧 nmdhb.govt.nz/quicklinks/about-us/emergency-management-and-planning/covid-19/

For general information:

- 📧 covid19.govt.nz



Phone calls and text blasts have been a popular way to communicate with whānau – especially in emergency situations. These methods should be utilised for urgent messaging (text blasts) and also for welfare checks (phone calls).



The Whānau Plan will be printed and posted to each household to maximise engagement and provide an alternative resource.



Allocate space in the BAU pānui to members for updates on COVID-19 support initiatives.



The 'Aunty network' is an important tool that can be utilised to reach large whānau groups. Lean on respected matriarchs in the various whānau groupings to help get messages out to whānau.

10. PLANNING AND CO-ORDINATING

Going forward, the following should be planned for in BAU activities.

Report possible COVID-19 cases to Māori health providers, DHB.	<ul style="list-style-type: none">• GM to delegate responsibility.
Monitor on-going situation.	<ul style="list-style-type: none">• GM, Trust• Via Te Kotahi o Te Tauihu Trust• Via Ministry of Health, DHB, PHO – Updates• Via website: health.govt.nz/our-work/diseases-and-conditions/covid-19-novel-coronavirus
Change in CPF setting.	<ul style="list-style-type: none">• GM to monitor Ministry of Health, RLG, TKoTT updates.
Revisit, review and revise Pandemic Response Plan if or when the situation changes.	<ul style="list-style-type: none">• As determined by Trust.
Maintain a contact list of other agencies.	<ul style="list-style-type: none">• Kaimahi to keep Appendix 1 – Response Framework and Key Contacts updated.
Monitor use of personal protective equipment (masks/gloves) and contact DHB when required.	<ul style="list-style-type: none">• GM to delegate responsibility.
Monitor responsiveness to kaumātua needs.	<ul style="list-style-type: none">• Kaimahi, GM, Trust to monitor, determined by Trust.
Responsiveness to tangihanga.	<ul style="list-style-type: none">• GM, staff to monitor.• Feedback to Te Kotahi o Te Tauihu Trust where relevant.
Responsiveness to whānau needs.	<ul style="list-style-type: none">• Kaimahi, GM, Trust to monitor, determined by Trust.
Review and update key messages and communication channels.	<ul style="list-style-type: none">• GM, Comms.

KIA HAUMARU E TE IWI!



Rangitāne

Te Rūnanga a Rangitāne o Wairau