

I hereby give notice that an ordinary meeting of the Pukekiwiriki Paa Joint Management Committee will be held on:

Date: Tuesday, 24 October 2017
Time: 11.00am
Meeting Room: Papakura Local Board Chambers
Venue: Level 1
 Papakura Service Centre
 35 Coles Crescent
 Papakura

Pukekiwiriki Paa Joint Management Committee

OPEN AGENDA

MEMBERSHIP		
Chairperson	To be appointed	
Deputy Chairperson	To be appointed	
Members	Bill McEntee Brent Catchpole Felicity Auva'a Gavin Anderson Hon. George Hawkins, QSO Jonathan Billington Karen Wilson Karl Flavell Katrina Winn Mahu Rawiri Michael Turner Ted Ngataki	Papakura Local Board Papakura Local Board Papakura Local Board Ngati Whanaunga Papakura Local Board Ngai Tai ki Tamaki Trust Te Akitai Waiohua Ngati Te Ata Waiohua Papakura Local Board Ngati Paoa Trust Papakura Local Board Ngati Tamaoho
Alternate Members	Edith Tuhimata	Ngati Te Ata Waiohua

(Quorum 3 members Papakura Local Board Members and 3 Iwi Representatives)

Trish Wayper
Local Board Democracy Advisor

20 October 2017

Contact Telephone: (09) 295 1331
 Email: Patricia.Wayper@aucklandcouncil.govt.nz
 Website: www.aucklandcouncil.govt.nz

Pukekiwiriki Paa Joint Management Committee

Terms of Reference

Members:

Papakura Local Board:

Brent Catchpole (Chairperson)
Felicity Auva'a (Deputy Chairperson)
Bill McEntee
Hon. George Hawkins
Michael Turner
Katrina Winn

Iwi Representatives:

Ngāti Tamaoho	Ted Ngataki
Ngāti Te Ata	Karl Flavell
Te Akitai Waiohua	Karen Wilson
Ngāti Whanaunga	Gavin Anderson
Ngāti Paoa	Mahu Rawiri
Ngāi Tai ki Tāmaki	Jonathan Billington

Alternate members:

Ngāti Tamaoho	
Ngāti Te Ata	Edith Tuhimata
Te Akitai Waiohua	
Ngāti Whanaunga	
Ngāti Paoa	
Ngāi Tai ki Tāmaki	

Where an iwi representative cannot attend a meeting, the alternate member for that iwi representative may attend the meeting on behalf of that iwi representative.

Background:

The *Pukekiwiriki Paa Reserve Joint Management Plan* ("the Plan") was prepared by the former Papakura District Council and Te Roopu Kaitiaki o Papakura and contains long-term objectives and detailed implementation actions for the effective management of Pukekiwiriki Paa.

The Plan was adopted by Papakura District Council on 11 May 2010 following a public process which began in June 2008. The Plan was approved pursuant to the provisions of section 41(1) of the Reserves Act 1977 and to a delegation from the Minister of Conservation.

One of the Plan's objectives is to ensure that mana whenua and council work together in partnership to manage the reserve. To give effect to this objective and implement the Plan, Papakura Local Board has established the Pukekiwiriki Paa Joint Management Committee, comprising representatives of the local board and mana whenua. The local board has delegated its Reserves Act powers and responsibilities for the Pukekiwiriki Paa reserve management to the joint management committee.

Purpose:

To implement the visions, principles, goals and objectives outlined in the Plan whilst recognising the integrity and policies of each party, and working together in the spirit of partnership. To exercise delegated powers under the Reserves Act 1977.

Goal:

To co-manage the Pukekiwiriki Paa Reserve according to the vision, principles and objectives of the Plan, in accordance with the Reserves Act 1977.

Chairperson and deputy chairperson:

The committee will appoint the chairperson and the deputy chairperson at the first meeting. The term of the chairperson and deputy chairperson will be up to one year, or until a new chairperson and the deputy chairperson is appointed (whichever is longer).

Decision making:

The committee will aspire to make all decisions by consensus.

Quorum:

Three iwi representatives (or alternates) and three local board representatives.

Meeting Frequency:

Meetings of the committee will be held twice a year unless otherwise resolved by the committee. The committee will agree upon a meeting schedule at its first meeting.

Funding:

Auckland Council will be responsible for funding the implementation of the Reserve Management Plan and resourcing the committee to give effect to its decisions. Papakura Local Board will make annual provision for ongoing implementation, maintenance and management of the reserve within the capital and operating budgets allocated to local parks services.

Responsibilities:

The Pukekiwiriki Paa Joint Management Committee has responsibility for the administration and management of the Pukekiwiriki Paa Historic Reserve, as outlined in the Pukekiwiriki Paa Reserve Management Plan/Ta Mahere Whakahaere o Pukekiwiriki.

The Pukekiwiriki Paa Joint Management Committee is responsible for the implementation and monitoring of the Pukekiwiriki Paa Reserve Management Plan at a governance level. The Committee has the decision making authority regarding allocation of the Papakura Local Board budget for implementation of the Reserve Management Plan.

Powers may include, but are not limited to:

- Determining the priorities for implementing the Pukekiwiriki Paa Reserve Management Plan
- Managing the implementation actions of the Plan
- Monitoring the progress of implementation of the Plan
- Monitoring the effects of implementation on the land
- Ensuring that maintenance resources and actions are targeted to meeting the objectives and implementation actions of the management plan
- Ensuring that funding and resourcing for the reserve takes account of the specific and unique needs of the reserve as set out in the management plan
- Viewing and treating the Paa, not just as a reserve, but as a significant taonga that requires particular care and joint expertise to manage
- Setting a prescribed process for works to be carried out on the reserve, in accordance with Reserves Act requirements
- Ensuring that maintenance is carried out in accordance with the Reserve Management Plan and that the Joint Management Committee agrees the levels of service for maintenance on the reserve, subject to any wider council standards
- Ensuring that maintenance regimes for the Paa are developed from the Reserve Management Plan, subject to any wider council standards
- Ensuring that actions identified in the Reserve Management Plan are carried out in the manner set out in the Plan, as resources permit
- Review of the Joint Management Agreement adopted on 28 September 2010

Note: relevant legislation includes but is not limited to:

Local Government Act 2002

Local Government (Auckland Council) Act 2009

Reserves Act 1977

ITEM	TABLE OF CONTENTS	PAGE
1	Karakia / Mihi / Welcome	9
2	Apologies	9
3	Election of Chairperson	11
4	Election of Deputy Chairperson	13
5	Declaration of Interest	15
6	Leave of Absence	15
7	Acknowledgements and Tributes	15
8	Petitions	15
9	Deputations	15
10	Extraordinary Business	15
11	Notices of Motion	16
42	Pukekiwiriki Paa Joint Management Committee - Parks and Places, Status Report on Tabled Actions - August 2016 Meeting	13
53	Pukekiwiriki Paa Joint Management Committee Meeting for 2018	19
64	Consideration of Extraordinary Items	

1 Karakia / Mihi / Welcome

A member will lead the meeting in a karakia (prayer).

2 Apologies

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

Election of Chairperson

File No.: CP2017/22500

Item 3

Purpose

1. In accordance with Schedule 7, clause 21(5)(b) of the Local Government Act 2002, the Relationship Manager, Local Board Services on behalf of the Chief Executive, will call for nominations for the Chairperson of the Pukekiwiriki Paa Joint Management Committee.
2. The Pukekiwiriki Paa Joint Management Committee must elect a member to the Chairperson position in accordance with Schedule 7, Clause 25 of the Act, noting that no member has a casting vote.

Recommendation/s

That the Pukekiwiriki Paa Joint Management Committee elects a chairperson.

Attachments

There are no attachments for this report.

Signatories

Authors	Lee Manaia - Local Board Democracy Advisor
Authorisers	Rex Hewitt - Relationship Manager

Election of Deputy Chairperson

File No.: CP2017/22501

Item 4

Purpose

1. In accordance with Schedule 7, clause 21(5)(b) of the Local Government Act 2002, the Relationship Manager, Local Board Services on behalf of the Chief Executive, will call for nominations for the Deputy Chairperson of the Pukekiwiriki Paa Joint Management Committee.
2. The Pukekiwiriki Paa Joint Management Committee must elect a member to the Deputy Chairperson position in accordance with Schedule 7, clause 25 of the Act, noting that no member has a casting vote.

Recommendation/s

That the Pukekiwiriki Paa Joint Management Committee elects a deputy chairperson.

Attachments

There are no attachments for this report.

Signatories

Authors	Lee Manaia - Local Board Democracy Advisor
Authorisers	Rex Hewitt - Relationship Manager

5 Declaration of Interest

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

6 Leave of Absence

At the close of the agenda no requests for leave of absence had been received.

7 Acknowledgements and Tributes

At the close of the agenda no requests for acknowledgements had been received.

8 Petitions

At the close of the agenda no requests to present petitions had been received.

9 Deputations

Standing Order 3.20 provides for deputations. Those applying for deputations are required to give seven working days notice of subject matter and applications are approved by the Chairperson of the Pukekiwiriki Paa Joint Management Committee. This means that details relating to deputations can be included in the published agenda. Total speaking time per deputation is ten minutes or as resolved by the meeting.

At the close of the agenda no requests for deputations had been received.

10 Extraordinary Business

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

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

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

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

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

- (a) That item may be discussed at that meeting if-

- (i) That item is a minor matter relating to the general business of the local authority; and
 - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
- (b) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.”

11 Notices of Motion

There were no notices of motion.

Pukekiwiriki Paa Joint Management Committee - Parks and Places, Status Report on Tabled Actions - August 2016 Meeting

File No.: CP2017/22525

Item 12

Purpose

1. Provide the Pukekiwiriki Paa Joint Management Committee with an update and status of a number of actions which arose from the meeting of August 2016.

Executive summary

2. The Pukekiwiriki Paa Joint Management Committee made several resolutions at its 8 August 2016 meeting. This report focusses on the alcohol and smokefree policy resolutions for the Pukekiwiriki Paa Historice Reserve.

Recommendation/s

That the Pukekiwiriki Paa Joint Management Committee:

- a) ensure that future proposed signage for Pukekiwiriki Paa Historical Reserve reflects strongly the no alcohol and smoke free status for this reserve.
- b) note that the Parks and Places Specialist will report back on visitor activities on this cultural and historically significant reserve and, if appropriate, recommend a strategy to mitigate any impact from activity.

Comments

3. At the previous meeting of the Pukekiwiriki Paa Joint Management Committee held in August 2016 there was a request to provide information related to several key topics discussed by the Joint Management Committee. The following is a summary of the actions from the meeting:
 - Explore an alcohol and smoke free policy for the Pukekiwiriki Paa Historic Reserve.
 - Incorporate an alcohol and smoke free policy into Pukekiwiriki Paa management plan.
 - Consider developing a bylaw under the Reserves Act 1977 to achieve an alcohol and smoke free Pukekiwiriki Paa if required.
 - Delegate to the Chairperson of the Pukekiwiriki Paa Joint Management Committee the responsibility to assess the appropriateness of any proposed activity to take place within this reserve.
 - That staff prepare a monitoring programme to understand the impact of current and future activities taking place on the reserve.
 - That staff look to build a working relationship with immediate neighbours and volunteers, contractors, council staff and others.
4. Presently Auckland Council's Alcohol Bylaw 2014 provides for a 24 hour, 7 days per week total ban on the consuming of alcohol within this reserve. The bylaw is enforceable and offers a level of protection to the reserve.

5. Auckland Council has a current Smokefree policy which aligns with the government's goal of becoming a smokefree nation by 2025 and a smokefree city is part of the Auckland Plan.
6. The smokefree policy is to be phased over the intervening period through to 2025. Phase one has already been implemented with parks and reserves being smokefree, effective from July 2013. All new signage on parks and reserves does reflect the smokefree status of the park.
7. The policy is not enforceable; the policy asks people not to smoke in certain public places.
8. The alcohol bylaw and the smokefree policy do offer the reserve an element of protection from these activities. It is suggested that the committee consider signage to inform the community of the alcohol ban and smokefree status of the reserve.
9. The action related to the defined delegation, providing the Chairperson the proposed delegated powers on these issues is considered a committee decision.
10. The action requesting a monitoring programme to understand the impacts of use and activities within the reserve will be implemented by the Parks and Places Specialist and any impacts reported back to the next committee meeting.

Consideration

Local board views and implications

11. As members of the Pukekiwiriki Paa Joint Management Committee the Papakura Local Board have indicated a strong desire to ensure that this committee meets regularly and implements the objectives as set out in the Pukekiwiriki Paa Management Plan of 2010 that included the establishment of this committee.


Māori impact statement

12. The Pukekiwiriki Paa Joint Management Committee is an elected co-management committee consisting of Mana Whenua and Papakura Local Board members with the key responsibility to jointly manage and care for this significant cultural and historical reserve.

Implementation

13. As noted above parks staff will continue to monitor and understand any impacts of use of/activities within the reserve and their impacts reported back to the next committee meeting.

Attachments

No.	Title	Page
A 	Resolutions from the Pukekiwiriki Paa Joint Management Committee meeting held on 8 August 2016	17

Signatories

Authors	Greg Lowe - Parks and Places Specialist (Parks Services)
Authorisers	Jane Aickin - Paeurungi Te Waka Tai-ranga-whenua Rex Hewitt - Relationship Manager

Resolutions from the Pukekiwiriki Paa Joint Management Committee meeting
held on 8 August 2016

11 Pukekiwiriki Paa - Progress Report

Resolution number PUK/2016/1

MOVED by Member KJ Winn, seconded by Deputy Chairperson WF McEntee:

That the Pukekiwiriki Paa Joint Management Committee (PPJMC):

- a) receive the Archaeological Assessment of Effects Report.
- b) that a working group comprised of Members Wilson, Olgilvie, Ngataki, Brown, Britnell and Catchpole work with parks staff to consider and make any necessary changes to the Archaeological Assessment of Effects Report and that authority be delegated to the Chair and Deputy of the Pukekiwiriki Paa Joint Management Committee to approve the Archaeological Assessment of Effects Report by mid September 2016.

CARRIED

Resolution number PUK/2016/2

MOVED by Member K Wilson, seconded D Olgilvie:

- c) **That the Pukekiwiriki Paa Joint Management Committee receives at the next meeting the reports and updates on the following resolutions passed 2 June 2015 by December 2016:**
 - i. Strongly oppose the lapse of any alcohol bans on sites of cultural significance and express concerns to the Regulatory and Bylaws Committee that cultural significance has not been addressed in the Bylaw and Alcohol Ban process.
 - ii. Request officers prepare a report exploring an alcohol and smoke free policy for Pukekiwiriki Paa Historic Reserve, for workshop by the committee at their next meeting.
 - ii. Request officers prepare a report exploring incorporation of an alcohol and smoke free policy into the Pukekiwiriki Paa Reserve Management Plan, for workshop by the committee at their next workshop.
 - iv. That developing a bylaw under the Reserves Act 1977 to achieve an alcohol and smoke free Pukekiwiriki Paa, be a measure of last resort and subject to feasibility.
 - v. Requests that all staff be advised that no activities should take place on Pukekiwiriki Paa Historic Reserve until the development plan is approved.
 - vi. That if requests for an activity are received and clarification about their appropriateness is required, the Chair of the Pukekiwiriki Paa Joint Management Committee be contacted.

- vii. Requests that staff prepare a monitoring format to gather evidence on the impact of current and future activities on Pukekiwiriki Paa, to include developing relationships with close neighbours, contractors, rangers, volunteers and others.
- viii. Receive the ARCHITAGE, Archaeological Assessment of Effects Report and requests staff to embed the cultural impact aspects from the Resource Management Plan into that document for future consideration by the Pukekiwiriki Paa Joint Management Committee.
- iv. Requests staff to proceed with compiling a site management plan prior to lodging an authority application with Heritage New Zealand
- x. Requests staff to prepare a scope of works for approval by the Chair and Deputy Chair prior to initiating the pruning of the macrocarpa trees, spraying of kikuyu grass and sowing of patiti seed within the lawn areas.
- xi. Members work with the Local and Sports Parks South Team to direct and monitor the microcarpa trees, spraying of kikuyu grass and sowing of patiti seed within the lawn areas.
- xii. Request that \$100,000 capex be reallocated to the 2015/2016 year for works on Pukekiwiriki Paa Reserve due to unforeseen constraints having led to a delay in implementation.

CARRIED

Resolution number PUK/2016/3

MOVED by Member KJ Winn, seconded by Member K Wilson:

That the Pukekiwiriki Paa Joint Management Committee instructs that the macrocarpa be retained without significant trimming, noting the importance of the tree to the stability of the site and significance to mana whenua.

CARRIED

Pukekiwiriki Paa Joint Management Committee Meeting for 2018

File No.: CP2017/22350

Item 13

Purpose

1. To enable the Pukekiwiriki Paa Joint Management Committee to adopt their 2018 meeting schedule.

Executive summary

2. The Pukekiwiriki Paa Joint Management Committee's, "*Term of Reference*", state that meetings will be held twice a year. It is suggested that the committee set two meeting dates for 2018 to enable this requirement to be met.

Recommendation/s

That the Pukekiwiriki Paa Joint Management Committee:

- a) agree to schedule meetings on XXXX April and XXXX October 2018.

Attachments

There are no attachments for this report.

Signatories

Authors	Trish Wayper - Local Board Democracy Advisor
Authorisers	Rex Hewitt - Relationship Manager