I hereby give notice that an ordinary meeting of the Ngāti Whātua Ōrākei Reserves Board will be held on:

Date: Monday, 13 May 2019  
Time: 5:00pm  
Meeting Room: Wharekai  
Venue: Ōrākei Marae, 59B Kitemoana Street, Ōrākei

Ngāti Whātua Ōrākei Reserves Board
OPEN AGENDA

MEMBERSHIP

Chairperson: Marama Royal  
Deputy Chairperson: Cr Desley Simpson, JP  
Members: Mr Renata Blair, Cr Linda Cooper, JP, Member Wyllis Maihi, Mr Kit Parkinson

(Quorum 3 members)

Maea Petherick  
Senior Governance Advisor  
8 May 2019

Contact Telephone: (09) 890 8136  
Email maea.petherick@aucklandcouncil.govt.nz  
Website: www.aucklandcouncil.govt.nz

Note: The reports contained within this agenda are for consideration and should not be construed as Council policy unless and until adopted. Should Members require further information relating to any reports, please contact the relevant manager, Chairperson or Deputy Chairperson.
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</tr>
<tr>
<td>11</td>
<td>Ngāti Whātua Ōrākei Reserves Board August and December 2019 meeting dates</td>
<td>61</td>
</tr>
</tbody>
</table>
1 **Apologies**

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

2 **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.

3 **Confirmation of Minutes**

That the Ngāti Whātua Ōrākei Reserves Board:

a) confirm the ordinary minutes of its meeting, held on Monday, 18 February 2019, as a true and correct record.

4 **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.”
Minutes of the Ngāti Whātua Ōrākei Reserves Board meeting, 18 February 2019

File No.: CP2019/07445

Te take mō te pūrongo
Purpose of the report

1. As per the Board’s request, attaching a copy of the minutes of the Ngāti Whātua Ōrākei Reserves Board meeting, held on Monday, 18 February 2019 – Attachment A.

Ngā tūtohunga
Recommendation/s

That the Ngāti Whātua Ōrākei Reserves Board:

a) note the minutes of the Ngāti Whātua Ōrākei Reserves Board meeting held on Monday, 18 February 2019.

Ngā tāpirihanga
Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1</td>
<td>Minutes of the Ngati Whatua Orakei Reserves Board meeting, 18 February 2019</td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Maea Petherick - Senior Governance Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authoriser</td>
<td>Jane Aickin - Kaiwhakahaere Te Waka Tai-ranga-whenua</td>
</tr>
</tbody>
</table>
Ngāti Whātua Ōrākei Reserves Board

OPEN MINUTES

Minutes of a meeting of the Ngāti Whātua Ōrākei Reserves Board held in the Wharekai, Orakei Marae, 59B Kitemoana Street, Orakei, Auckland on Monday, 18 February 2019 at 7.11pm.

PRESENT

Chairperson  Marama Royal
Deputy       Cr Desley Simpson, JP
Chairperson  Renata Blair
            Cr Linda Cooper
            Member Wyliss Maihi
            Kit Parkinson

IN ATTENDANCE

Jane Aickin  Kaiwhakahaere Te Waka Tai-ranga-whenua
Jamie Sinclair Chief Executive Officer, Ngāti Whātua Ōrākei Trust
Stuart Geary Senior Investigation Advisor, Auckland Council
Gary Hale Integrity and Investigation Manager, Auckland Council
Tom Irvine General Manager Ōkahu Rakau
Debbie McGrath Finance Manager, Auckland Council
Munen Prakash Lead Financial Advisor, Auckland Council
1 Apologies

There were no apologies.

2 Declaration of Interest

There were no declarations of interest.

3 Confirmation of Minutes

Resolution number NGA/2019/1

MOVED by Member K Parkinson, seconded by Deputy Chairperson D Simpson:

That the Ngāti Whātua Ōrākei Reserves Board:

a) confirm the ordinary minutes of its meeting, held on Monday, 3 December 2018, as a true and correct record.

CARRIED

4 Extraordinary Business

T

4.1 Extraordinary Business - Ngati Whatua Orakei Reserves Board Meeting Dates 2019

Resolution number NGA/2019/2

MOVED by Deputy Chairperson D Simpson, seconded by Member R Blair:

That the Ngāti Whātua Ōrākei Reserves Board:

a) agree to consider the following item as extraordinary:

i) Ngāti Whātua Ōrākei Reserves Board Meeting Dates 2019 under Item 7 of the agenda

b) note that the reason the matter was not on the agenda is that the meeting dates for 2019 have not been agreed and the next meeting needs to be confirmed by the Board.

CARRIED

The Chairperson accorded precedence to Item 7: Consideration of Extraordinary Business - Ngāti Whātua Ōrākei Reserves Board Meeting Dates 2019.

7 Extraordinary Business - Ngati Whatua Orakei Reserves Board Meeting Dates 2019

Resolution number NGA/2019/3

MOVED by Deputy Chairperson D Simpson, seconded by Member R Blair:

That the Ngāti Whātua Ōrākei Reserves Board:

a) agree the next meeting of Ngāti Whātua Ōrākei Reserves Board will be scheduled for Monday, 13 May 2019 at Īrākei Marae

b) agree meeting dates will to be scheduled for August and December

c) note all meetings will be held at Īrākei Marae
5 Minutes of the Ngāti Whātua Ōrākei Reserves Board meeting, 3 December 2018

The minutes were confirmed at item 3.

6 Quarterly report and general update

Clauses a) & b) to be amended, circulated to the board via email and brought back to the 13 May 2019 meeting of the Ngāti Whātua Ōrākei Reserves Board for approval.

Resolution number NGA/2019/4

MOVED by Member R Blair, seconded by Member WM Maihi:

That the Ngāti Whātua Ōrākei Reserves Board:

c) delegate to the Chair and Deputy Chair the authority to approve the detailed scope of signage works on Pourewa (following the completion of a wayfinding report)

CARRIED

Note: the board discussed the following actions:

- Item 6, attachment A of the report needs to be updated
- requested a standard report from Kaitiaki service
- reforecast of nursery development plan
- report from Ōkahu Rakau

Member Wyllis Maihi closed the meeting.

8.24 pm The Chairperson thanked Members for their attendance and attention to business and declared the meeting closed.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A MEETING OF THE NGĀTI WHĀTUA ŌRĀKEI RESERVES BOARD HELD ON

DATE: .................................................................

CHAIRPERSON: ......................................................
Te take mō te pūrongo
Purpose of the report
1. To outline the proposed timeline and activity associated with the engagement of the Ōrākei Visual Framework.
2. To confirm Ngāti Whātua Ōrākei Reserves Board support for the proposed activity and agreement to release budget spend of up to $40,000 for this purpose.

Whakarāpopototanga matua
Executive summary
3. The Ōrākei Visual Framework (OVF), also referred to as the Ōrākei Masterplan, needs to be approved by the Ngāti Whātua Ōrākei Trust and Ngāti Whātua Ōrākei Reserves Board in order to progress with completion of the combined management plan of both Whenua Rangatira and Pourewa Creek Recreation Reserves.
4. In order to complete this approval process, it is important that feedback from key stakeholders is received in relation to the OVF and any appropriate changes are made based on this feedback.
5. Engagement activities will include a mix of online, kanohi ki te kanohi, email/panui. Activities will begin in May with a target completion date of 30 June 2019. Total cost of initial engagement activities outlined in the plan have been estimated at $40,000.
6. Engagement activities will be coordinated by the Ngāti Whātua Ōrākei Trust office and supported by Whai Maia and OVF design lead.
7. Refer attached OVF Engagement Plan.

Ngā tūtohunga
Recommendation/s
That the Ngāti Whātua Ōrākei Reserves Board:

a) approve the implementation of the Ōrakei Visual Framework Engagement Plan which will be led by the Ngāti Whātua Ōrākei Trust office and supported by Whai Maia and Xanthe White Design.

b) authorise the spending of up to $40,000 from savings to deliver these engagement activities with a completion date of 30 June 2019.

Ngā tāpirihanga
Attachments

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<tr>
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<td>Ōrākei Visual Framework Engagement Plan</td>
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</tr>
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</table>

Ngā kaihaina

Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Jamie Sinclair – Chief Executive Officer, Ngāti Whātua Ōrākei Trust</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Jamie Sinclair – Chief Executive Officer, Ngāti Whātua Ōrākei Trust</td>
</tr>
<tr>
<td></td>
<td>Jane Aickin - Kaiwhakahaere Te Waka Tai-ranga-whenua</td>
</tr>
</tbody>
</table>
Orākei Visual Framework Engagement Plan
ENGGAGEMENT PLAN

The purpose of this plan is to ensure effective and cohesive communications to build stakeholder confidence and support for the Orākei Visual Framework and raise awareness for the future ambitions of both the Whenua Rangatira and Pourewa.

OBJECTIVES

Primary
Enable key stakeholders and whānau to provide feedback on the framework in order to finalise this plan for approval by Ngāti Whātua Orākei Trust and the Orākei Reserves Board.

Secondary
- Create a strong sense of community ownership and pride in the Orākei area.
- Offer educational and meaningful input opportunities throughout the engagement and implementation processes.
- Provide opportunities for the community to come together to learn about the Orākei Visual Framework, review its directions, and offer meaningful feedback.

TONES OF VOICE

- Ngāti Whātua Orākei
- Engaging
- Inviting
### TIMELINE

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday 13 May, 2019</td>
<td>Orākei Reserves Board hui</td>
</tr>
<tr>
<td>Tuesday 14 May, 2019</td>
<td>Engagement plan launch</td>
</tr>
<tr>
<td>14 May, 2019 - 10 June, 2019</td>
<td>Engagement activity</td>
</tr>
<tr>
<td>20 June, 2019</td>
<td>Orākei Local Board hui</td>
</tr>
<tr>
<td>June, 2019</td>
<td>Update framework to reflect feedback</td>
</tr>
<tr>
<td>Friday 5 July, 2019</td>
<td>NWOT review and approve revised plan</td>
</tr>
<tr>
<td>August, 2019</td>
<td>Reserves Board review and approve revised plan</td>
</tr>
</tbody>
</table>

### STAKEHOLDERS

As co-governed large pieces of land in urban Tāmaki Makaurau, stakeholders are broad and varied.

It is important here to acknowledge the status of Ngāti Whātua Ōrākei, current owners and mana whenua hapū presiding over a lot of the Orākei area. As major shareholders and stakeholders, any developments or initiatives must first be communicated to Ngāti Whātua Ōrākei, and then dispatched to other stakeholders. Stakeholders are identified below:

**PRIMARY**
- Ngāti Whātua Ōrākei Trust
- Ngāti Whātua Ōrākei hapū members
- Orākei Reserves Board

**SECONDARY**
- Orākei Local Board
- Local Business Associations (Kohimarama and Mission Bay)
- Local schools
- Auckland Council
- Neighbouring residents aligning the effected land areas
- Wider local Orākei community
- Orākei businesses (Kupe St, Coates Ave, Eastridge)
- Auckland CBD
Eight engagement tools are highlighted below and are illustrated on the timeline found at the end of this document. This plan does not commit to specifically using all these tools or when they will be used, but rather identifies the tool box of engagement options to support the planning process. It is anticipated all tools in the box will be used, but the process needs to be nimble and adaptable to best meet our objectives as well as provide the highest level of meaningful public engagement.

**Hui**
kanohi ki te kanohi

**Social Media**
NWO Social Media pages x 3

**NWO Website**
Managed by NWO

**Maildrop**
Mail drop to local community

**NWO Epānui**
Fornightly Email specifically for NWO

**Local Publications**
Local Schools, Mission Bay, Ōrākei ward

**Community noticeboards**
Eastridge New World, Coates Ave, Kupe Street

**Media**
Wider media networks. Radio, TV, Paid promotion
CONTENT (proposed)

STILL
- Orākei Visual Framework
- All sites imagery
- Project staff and major stakeholders
- Orākei aerial shot
- Historical shots of whenua

VIDEO
- Digitised version of the Orākei Visual Framework
- Orākei whenua tour
- Visual framework
- Interactive map
- Timelapse

PRINT
- History of Orākei
- Connection to NWO
- Connection to Reserves Board
- Flyer/poster/pamphlet creation
- Signage

INTERVIEWS (Video and print)
- NWO Trust members
- Tom Irvine (Whai Maia)
- Nursery Staff
- Orākei Reserves Board
- Xanthe White

QUESTIONS TO ANSWER
- History of area
- Prior engagement (to date) and a project timeline
- What is coming soon
- Project priorities
- Developments funded by? Managing the plan and developments, by who?
- Risk Management
- Opportunities for whenau, local community, Tamaki Makaurau
- Where/how/who you can contact for more info
### PROPOSED ACTIVITY/TIMELINE

<table>
<thead>
<tr>
<th>Date</th>
<th>Hui</th>
<th>Social Media</th>
<th>NWO Website</th>
<th>Maildrop</th>
<th>NWO Epanui</th>
<th>Local Publications</th>
<th>Community noticeboards</th>
<th>Print</th>
<th>Media</th>
</tr>
</thead>
<tbody>
<tr>
<td>14/05/19</td>
<td>'Coming soon' post</td>
<td>'Coming soon' graphic</td>
<td>Bespoke or part of the scheduled hapu e-pānui</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>16/05/19</td>
<td></td>
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<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>20/05/19</td>
<td>Promote NWO hui</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>03/06/19</td>
<td>Week of 03/06/19 - x 2 NWO hui</td>
<td>Webpage promotion</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10/06/19</td>
<td>Week of 10/06/19 - x 2 community hui</td>
<td>Orākei Reserves webpage launch</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ongoing - reflect developments</td>
<td>Every 6 months</td>
<td>Continuous updates</td>
<td>Ongoing webpage updates</td>
<td>Every 6 months</td>
<td>Every 2nd week (if applicable)</td>
<td>Monthly updates</td>
<td></td>
<td>Every 6 months</td>
<td>Engage for major launch</td>
</tr>
</tbody>
</table>

Communications will be implemented via a multi phased approach.

**Phase 1**  Public Outreach & Community Engagement - Comms heavy, to raise awareness of Pourewa and accompanying developments

**Phase 2**  Online and Social Media - Ongoing communications to strengthen community knowledge and support for Pourewa

**Phase 3**  Media Relations - Major launches and/or developments may see a repeat of Phase 1 initiatives with some added media support
## Budget

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Hui Venue fee</td>
<td>$2000.00</td>
</tr>
<tr>
<td>Catering</td>
<td>$2000.00</td>
</tr>
<tr>
<td>Content Creation</td>
<td>$2000.00</td>
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<tr>
<td>Still</td>
<td>$2000.00</td>
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<tr>
<td>Video</td>
<td>$11,000.00</td>
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<tr>
<td>Print/Postage</td>
<td>$8,000.00</td>
</tr>
<tr>
<td>Paid Promotion</td>
<td>$3000.00</td>
</tr>
<tr>
<td>Webpage Development</td>
<td>$4000.00</td>
</tr>
<tr>
<td>Outdoor Signage</td>
<td>$5000.00</td>
</tr>
<tr>
<td>Engagement Manager</td>
<td>$3000.00</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$40,000.00</strong></td>
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</table>
Te take mō te pūrongo
Purpose of the report
1. To summarise the previously discussed benefits, costs, risks and timeline associated with the Pourewa Nursery project.
2. To confirm Ngāti Whātua Īrākei Reserves Board support for the project as outlined based on the reallocated budget approval sought through the quarterly report.

Whakarāpopototanga matua
Executive summary
3. Refer to the attached Pourewa Nursery Project Charter (Attachment A).

Ngā tūtohunga
Recommendation/s
That the Ngāti Whātua Ōrākei Reserves Board:

a) approve the commencement of the Pourewa Nursery project in line with the Project Charter (Attachment A of the report).

b) authorise the project budget of $2.1m.

c) note that the Pourewa Creek Recreation Reserve entrance way and nursery works have been granted resource consent and it is forecast they works will be completed by May 2020.

Ngā tāpirihanga
Attachments

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<th>No.</th>
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</thead>
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<tr>
<td>A0</td>
<td>Pourewa Creek Recreation Reserve - Charter for entrance and nursery complex development</td>
<td>25</td>
</tr>
</tbody>
</table>

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Thomas Irvine – General Manager Transformation - Whai Maia</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Jamie Sinclair - Chief Executive Officer - Ngāti Whātua Ōrākei Trust</td>
</tr>
<tr>
<td></td>
<td>Jane Aickin - Kaiwhakahaere Te Waka Tai-ranga-whenua</td>
</tr>
</tbody>
</table>
General

<table>
<thead>
<tr>
<th>Project Name:</th>
<th>Pourewa Nursery Complex and Entranceway</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Sponsor:</td>
<td>Ngāti Whātua Orākei Reserves Board</td>
</tr>
<tr>
<td>Project Manager:</td>
<td>Ngāti Whātua Ōrākei Whai Maia Ltd</td>
</tr>
</tbody>
</table>

Business Case Statement

The Entranceway and Nursery Complex at Pourewa (Pourewa Nursery) was envisaged by and supports the Pourewa Creek Recreation Reserve Management Plan (2016) environmental and cultural objectives. This Project Charter describes the scope of the programme including the goals, deliverables, budget assumptions, constraints, risks, stakeholders and programme management team. In broad terms the Pourewa Nursery development opens up Pourewa Creek Recreation Reserve for public access and establishes a fit for purpose volunteer and staff hub that is focused on environmental restoration, education and research.

The Pourewa Nursery will offer an ongoing legacy in terms of the protection and development of the Tāmaki plant collection, as well as the development of a seed bank of Tāmaki species to be held in the Centre for Mahi Toi, Innovation and Culture. These collections support Ngati Whatua Orakei’s role as a key educator, carrier and guardian of knowledge and leader for research around both traditional and modern ecological practices.

The Pourewa Nursery will provide significant public and community benefit. As part of the nursery base, rongoā plantings will form a garden which interfaces with the public, as part of the Tāmaki plant collection and as a physical site for hands on education and research.Aligned with this, there will be a dedicated space for rongoā preparation. In the short term, this can be integrated into the nursery and in the long term be part of the hub. While plants for rongoā will be integrated into the restoration of both Pourewa and Takaparawhau, a collection close to the nursery will support education and research and help to ensure a complete collection of important plants are maintained and accessible to all.

The Pourewa Nursery is part of the restoration of Pourewa and will be integrated as part of the restoration work currently being undertaken by various groups connecting across the Pourewa valley to Glen Innes. Pest management practices on Pourewa will be consistent with the kaupapa that has been carried out at Whenua Rangatira (Takaparawhau).

Extensive analysis was carried out of the various potential sites on Pourewa for Ōkahu Rākau’s nursery base to find one best suited for current needs, future potential for growth as well as not limiting scope for other activities on the site.

In line with this, the proposed design achieved Resource Consent approval LUC60328743 in January 2019.
### Goal Statements

<p>| | |</p>
<table>
<thead>
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</thead>
<tbody>
<tr>
<td>1.</td>
<td>Enable safe access on to the Pourewa site for wider community engagement and activity.</td>
</tr>
<tr>
<td>2.</td>
<td>Provide a hub for traditional Maori and modern educational programmes.</td>
</tr>
<tr>
<td>3.</td>
<td>Support of community groups e.g. Eastern Bays Song Bird and ongoing Research Programmes with University of Auckland and Auckland University of Technology.</td>
</tr>
<tr>
<td>4.</td>
<td>Commence the activation and ecological regeneration of the land at Pourewa</td>
</tr>
<tr>
<td>5.</td>
<td>Provide enhanced facilities for the nursery operations that are ecologically, environmentally, and socially sustainable</td>
</tr>
</tbody>
</table>
Deliverables:

The primary objectives of the project are:

- To commence the activation and regeneration of the land at Pourewa.
- To provide enhanced facilities for the nursery operations that are ecologically, environmentally and socially sustainable.
- To enable access on to the Pourewa site for wider community engagement and activity.
- To support educational and research programmes.

To deliver on these objectives, the Pourewa Nursery project will ideally comprise the full scope of works, as described in the approved Resource Consent (application number LUC60328743) and broadly summarised as:

- Establishing the new nursery at Pourewa, relocating and expanding the nursery operations from their current location on the Marae.
- Construction of associated accesses, carparking, roads and pathways. Including entrance signage. Two new sealed entrances off Kepa Road. Small entrance road and public carpark where the old pony club entrance was. Service road to the nursery complex, crop toppers and hard stands.
- Four hard stands and impermeable layer for planting bays
- Two Crop toppers for seed propagation and two refurbished storage containers for seed banks.
- Ecopod staff offices and education centre. Re-purpose old clubrooms for project and community engagement office
- Stormwater infrastructure, with potential to store and re-use stormwater for plant irrigation

Budget and Assumptions:

- The total Pourewa Nursery project budget will be circa NZ$2.1M (excluding GST). Detailed costing has been supplied in a separate confidential report.
- Subject to project sponsor approval in May 2019, the Pourewa Nursery project has an estimated completion date of May 2020.
- Project programme and cost estimate are based on the scope of works as currently detailed in the resource consent documentation.

Constraints:

- Land usage constraints due to unitary plan, and geotechnical aspects of the land
- Unique landscape includes sites of cultural and archeological significance
- Retention of all excavated material and stripped topsoil on site.
- Compliance with all Resource Consent Conditions
- Building Consents will likely be required for the buildings and retaining structures
High-Level Project Risks

The following key risks are highlighted:

- There is a risk that the works cause the unstable slopes to move / collapse. This is a significant concern identified in the Resource Consent and by the geotech and civil engineers, Rileys. Careful adherence to the mitigation measures that have been identified will need to be closely managed.

- It is unclear what works may be required to stabilise the slopes to accommodate the installation of the proposed stormwater retention tanks. No design details have yet been prepared, as the locations for the tanks is as yet unconfirmed. If significant additional excavation or civil engineering is required, this would have implications to the costs and programme.

- There is a risk that the retaining wall, if required, may be larger and more expensive than assumed in the cost estimates.

- There is a risk that the depth of topsoil is greater than that envisaged and allowed for in the cost estimate.

Stakeholders & Affected Business Areas

- Ngāti Whātua Ōrākei
- NWO Reserves Board
- Auckland Council
- Ōrākei and broader Community
- Community Groups e.g. Eastern Bays Songbird Project, Sustainable Coastline, Bluelight Programme
- Educational / Research Organisations e.g. University of Auckland and Auckland University of Technology
- Department of Conservation

Core Team Members

- Tom Irvine – GM Transformation – Whai Maia Ltd, Technical Officer – Ōrākei Reserves Board
- Jamie Cook – Stakeholder and Ventures Manager – Transformation Team, Whai Maia Ltd
- Andrew Taylor – Independent Consultant and Project Manager
- Rawinia Maihi – Communications – Whai Maia Ltd
- Mera Kerehoma – Okahu Rakau Manager
- Jane Aickin – Manager Co-Governance Reserves, Auckland Council
- Xanthe White Ltd – Design Lead

Project Sponsor Approval
Te take mō te pūrongo
Purpose of the report
1. To update the Ngāti Whātua Ōrākei Reserves Board (reserves board) on the operational and capital work programmes as well as the finances including year-end reforecast for the Whenua Rangatira and Pourewa Creek Recreation Reserve.

Whakarāpopototanga matua
Executive summary
2. The year-end financial forecast is behind plan due to delays in progressing capital work programmes, the management plan, branding and activation. It is recommended that the reserves board seek for these funds to be carried forward to support the backlog of maintenance and capital works on Pourewa Creek Recreation Reserve as well as supporting the development of the combined management plan and programme management function.

3. The Atkin Avenue naturalisation project, which was delayed by several years due to funding constraints, was completed on 26 April 2019.

4. A rubbish free policy has been in place on the Whenua Rangatira since 2015. This report provides an overview of the policy and the generally positive impact made. Due to the change in suppliers it has not been possible to get long term data collection on volumes of litter collected however monitoring of skip bins that are used by Ōkahu Rakau to accumulate loose litter/dumped rubbish is now being monitored. This will be reported in the future.

5. Recently the Department of Conservation wrote to all Chief Executives of Councils advising that the Department was requesting feedback on a proposal to revoke Ministerial powers under the Reserves Act. It proposes to revoke 44 of the 50 Ministerial powers currently delegated to local authorities. This would have an impact on the reserves board and it is recommended the Chair write the Minister of Conservation to this effect.

Ngā tūtohunga
Recommendation/s
That the Ngāti Whātua Ōrākei Reserves Board:

a) request Auckland Council to carry forward the 2018/2019 unspent operational budget at year end into the 2019/2020 budget to support deferred maintenance at Pourewa Creek Recreation Reserve, delivery of the joint management plan and the ongoing employment of a programme manager.

b) request Auckland Council defer $3,260,000 capital funding, currently allocated in years 2018-2021, to years 2021-2025. This includes any underspend in 2018/2019 which is estimated to be $783,147.

c) delegate to the Chair to write to the Minister of Conservation, in particular highlighting the autonomous role that the reserves board has under the settlement legislation as it relates to the Reserves Act and the impact the Minister’s proposal would have on this role.
Financial update

6. An overview of the operational and capital expenditure for the financial year to date is included in the table below.

<table>
<thead>
<tr>
<th>Net Operating Expenditure summary</th>
<th>Actual YTD</th>
<th>Budget YTD</th>
<th>Variance YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Mar-19</td>
<td>Mar-19</td>
<td>Mar-19</td>
</tr>
<tr>
<td>Revenue:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Revenue - licenses and permits (Vodafone)</td>
<td>-14,300</td>
<td>-14,300</td>
<td>-14,300</td>
</tr>
<tr>
<td>Revenue from events</td>
<td>-1,506</td>
<td>-2,730</td>
<td>-1,224</td>
</tr>
<tr>
<td>Total Revenue</td>
<td>-15,806</td>
<td>-17,030</td>
<td>-1,224</td>
</tr>
<tr>
<td>Expenditure:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operational Expenditure:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Repairs and Maintenance - Īkahu Rakau</td>
<td>247,354</td>
<td>454,504</td>
<td>207,149</td>
</tr>
<tr>
<td>Repairs and Maintenance - Ventia and others</td>
<td>22,578</td>
<td>150,046</td>
<td>127,468</td>
</tr>
<tr>
<td>Governance and operational costs</td>
<td>4,284</td>
<td>10,733</td>
<td>6,449</td>
</tr>
<tr>
<td>Technical officer</td>
<td>37,050</td>
<td>37,050</td>
<td>0</td>
</tr>
<tr>
<td>Total Operational expenditure</td>
<td>274,217</td>
<td>652,332</td>
<td>378,115</td>
</tr>
<tr>
<td>Project works:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Management plan</td>
<td>15,000</td>
<td>15,000</td>
<td>104,000</td>
</tr>
<tr>
<td>Brand &amp; Identity, websites &amp; comms</td>
<td>20,000</td>
<td>20,000</td>
<td>41,000</td>
</tr>
<tr>
<td>Environmental monitoring and research</td>
<td>3,900</td>
<td>3,900</td>
<td>5,200</td>
</tr>
<tr>
<td>Wi-Fi Fibre - Whenua</td>
<td>15,600</td>
<td>15,600</td>
<td>20,600</td>
</tr>
<tr>
<td>Storytelling, guided tours &amp; celebrations</td>
<td>23,400</td>
<td>23,400</td>
<td>31,200</td>
</tr>
<tr>
<td>Kaikōkai and summer services</td>
<td>58,240</td>
<td>43,860</td>
<td>14,590</td>
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<tr>
<td>Total Outsourced works and project expenditure</td>
<td>58,240</td>
<td>121,580</td>
<td>63,340</td>
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<tr>
<td>Total expenses</td>
<td>332,457</td>
<td>773,912</td>
<td>441,455</td>
</tr>
<tr>
<td>Total Net Operating expenditure</td>
<td>316,600</td>
<td>756,882</td>
<td>440,232</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Capital Expenditure summary</th>
<th>Actual YTD</th>
<th>FY Budget incl. c.f.wd</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Mar-19</td>
<td>2018/19</td>
</tr>
<tr>
<td>Whenua Rangitirā developments:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fibre installation</td>
<td></td>
<td>393,400</td>
</tr>
<tr>
<td>Kaitākiri presence</td>
<td>19,000</td>
<td>20,000</td>
</tr>
<tr>
<td>Māhuhu ote rangi</td>
<td></td>
<td>60,000</td>
</tr>
<tr>
<td>Wayfinding signage</td>
<td></td>
<td>20,000</td>
</tr>
<tr>
<td>Atik in Ave (c.f.wd)</td>
<td></td>
<td>75,000</td>
</tr>
<tr>
<td>Okahu Bay recreation facilities</td>
<td>57,280</td>
<td>28,000</td>
</tr>
<tr>
<td>Capital renewals (incl.c.f.wd)</td>
<td></td>
<td>100,400</td>
</tr>
<tr>
<td>Pourewa Creek developments:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Improved access</td>
<td></td>
<td>497,887</td>
</tr>
<tr>
<td>Nursery (carry forward)</td>
<td></td>
<td>442,800</td>
</tr>
<tr>
<td>Grant funding (subject to funding agreements)</td>
<td></td>
<td>54,887</td>
</tr>
<tr>
<td>Net Capital Expenditure</td>
<td>76,280</td>
<td>1,091,147</td>
</tr>
</tbody>
</table>

7. Revenue received is on target while operational expenditure continues to be behind plan. This is primarily due to the additional budget provision allocated to new maintenance works on Pourewa Creek Recreational Reserve starting later than planned and the management plan being put on hold this year.

8. In addition there are forecast operational budgets in the area of governance and celebrations, brand and research that are under budget in addition to a delay in paying for technical services.
9. It is estimated that there will be an operational underspend of close to $308,057. It is recommended this be carried forward for the management plan, deferred maintenance at Pourewa Creek Recreation Reserve and to fund the programme management role.

10. Progress is being made on a range of capital works projects including the entrance way and nursery complex development at Pourewa Creek (for which some costs will show at year end), the Ōkahu Bay Recreational Facilities (complete) and Atkin Ave stream naturalisation projects (complete although costs are yet to settle against the reserves board books). In addition a wayfinding plan has been completed that will enable delivery in 2019/20.

11. The underspend in capital budget is primarily driven through a deferral of tourism projects and a delay in laying Mahuhu o te Rangi to rest (i.e. utilising the wharewaka budget). It is recommended that the capital budget be reforecast as detailed below.

Financial reforecast

12. At the February 2019 meeting a reforecast financial position was reported. The reserves board requested a clearer overview of the reforecast position.

13. The total budget for the reserves board for the current financial year (2018/2019) is:
   - Capital budget $1,091,147
   - Operational budget $1,112,876

14. The forecasted year end position for 2018/19, as at the end of April 2019, is:
   - Capital net expenditure $308,000
   - Operational net expenditure $822,759

15. It is recommended that the reserves board request Auckland Council (council) to carry forward all unspent operational and capital funding.

16. The operational budget carry forward, to the 2019/20 financial year, will be used to fund the programme management resource required to deliver on the significant increase in accountability and activity happening across the reserves board programme in a professional and timely manner. It will also deliver on the backlog of plant pest control and maintenance work required to bring Pourewa Creek Recreation Reserve into a respectable state and delivery of the combined reserves management plan.

17. It is recommended that the capital funding be carried forward into the middle years of Auckland Council’s 10-Year Budget 2018-2028 (long term plan). This is due to the fact that the reserves board have reprioritised their work programme with the primary focus being on Pourewa Creek Recreational Reserves and Mahuhu o te Rangi next year.

Work programme overview

18. Below is an overview of forecast projects with an indication of their progress against agreed milestones. Further commentary on many of these is provided later in the report.

<table>
<thead>
<tr>
<th>Project</th>
<th>Next milestone/est completion date</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Atkin Ave stream enhancement</td>
<td>Project complete – April 2019.</td>
<td></td>
</tr>
<tr>
<td>Concessions area review</td>
<td>The policy review is complete however the “on the ground” work is on hold subject to the visual framework being formally endorsed</td>
<td></td>
</tr>
<tr>
<td>Kaitiaki</td>
<td>The kaitiaki service is present on the Whenua Rangatira with a new mobile base providing visual identity and supplies</td>
<td></td>
</tr>
<tr>
<td>Nursery</td>
<td>Consent granted. Scope proposed to expand to include entranceway and access to Pourewa and subject to funding approval</td>
<td></td>
</tr>
</tbody>
</table>
19. The next meeting of the Ngāti Whātua Ōrākei Reserves Board will be in the new financial year. For future reporting the completed projects will be removed from this table and projects forecast in next financial year will be added.

20. As previously requested, a Programme Manager has been contracted to assist with establishing the governance elements associated with delivering on the future work plan for the reserves board. This will be necessary to ensure there is consistency in the way projects are scoped, delivered and monitored. Key outputs developed include a programme charter which includes a proposed structure for programme management and templates associated with project management and reporting. A further verbal update will be provided at the meeting.

Capital project update

Reserves Act

21. Decisions in respect to the Whenua Rangatira and Pourewa Creek Recreation Reserve need to comply with the Ngāti Whātua Ōrākei Settlement Act 2012, and through the provisions in that Act must also comply with the Reserves Act 1977 (Reserves Act).

22. Recently the Department of Conservation wrote to all Chief Executives of Councils (but did not specifically write to the reserves board) advising that the Department was requesting feedback on a proposal to revoke Ministerial powers under the Reserves Act. It proposes to revoke 44 of the 50 Ministerial powers currently delegated to local authorities. In response to this management have been reviewing the advice and considering the impacts of this potential change on the work of the reserves board.

23. The settlement act treats Whenua Rangatira and Pourewa Creek differently. Pourewa Creek is a classified as a recreation reserve under the reserves act and the reserves board is treated as if the reserve was vested in the reserves board and if the reserves board was a local authority.

24. The Whenua Rangatira is treated as if it were recreation reserve, but it is also deemed to be set apart as a Maori reservation for the common use and benefit of Ngāti Whātua Ōrākei and the citizens of Auckland (but exempt from some provisions affecting Maori reservations). The reserves board therefore has powers conferred as trustee of a Māori reservation by way of having the regulations and powers of an administering body.

25. The Ngāti Whātua Ōrākei Reserves Board would, however, be equally affected in its management of Pourewa Creek Recreation Reserve and Whenua Rangatira (sections 46(3) and 67(3)) by this proposal, because the Settlement Act deems the Reserves Board to be a local authority for the purpose of the Ministerial delegations for both reserves.

26. If the delegations were revoked this would mean, for instance, that any decision to grant a lease or licence would require approval by the Minister of Conservation. Currently, the Reserves Board makes both the administering body decision and the delegated Ministerial decision for leases and licences.
27. It is recommended that the reserves board delegate to the Chair to write to the Minister of Conservation, in particular highlighting the autonomous role that the reserves board has under the settlement legislation as it relates to the Reserves Act and the impact the proposal would have on this. Feedback is required by 17 May 2019.

Atkin Avenue naturalization works
28. The Atkin Avenue naturalisation project was completed on 26 April 2019. This project was approved several years ago. The project scope involved the management of erosion adjacent to residential neighbours and daylighting and improving parts of the stream running along the boundary of the Whenua Rangatira and Atkin Ave.

Kohimaramara Pou
29. As previously reported the Kohimaramara Pou was installed at the beginning of the year.
30. The catalyst for this new taonga on the whenua rangatira Matua Grant Hawke when he was Chair of the reserves board in 2015. The reserves board provided funding to deliver the project.
31. The pou was designed by Lenard Philips and Te Aroha Witika and generically references the active waka culture that once existed and the toka that stood near the current Auckland Yacht Club but was quarried away to provide for Tamaki Drive. The toka was seen as a ‘beacon’ for all waka and ships in the area.
32. The pou is made up of a bespoke coloured and polished concrete base with corten steel and polished stainless steel strips that form the ‘tauraparapa’.
33. A large turn out of kaumatua, staff and whanau attended an unveiling as did Councillor Desley Simpson on behalf of the reserves board. This was followed by Koi Kawhé hosting a delicious morning tea. The highlight of the unveiling was seeing the puna tamariki and kaiako - next generation marveling at their new tāonga.
Operational update

Pourewa Maintenance

34. Work on restoring Pourewa Creek Recreation Reserve has been a focus of the last quarter. In addition to a routine mowing regime being developed on the street frontages there has been work an initial focus on moving pest plant trees using an arboriculture supplier.

35. There was initial delays in commencing this work due to miscommunication between Auckland Council and Ōkahu Rakau. This has now been resolved and work will continue in earnest for the next few months however there will be an underspend in the current financial year. There will be an increase in resource going into the site in the next financial year to start to tackle the significant pest plant problem, mow tracks through the site and focus on ecological restoration.

36. Ōkahu Rakau are currently working with local groups to support pest plant removal. They are also targeting pest trees on Kepa road side and Kepa bush side on Pourewa.

Koi Café

37. In 2018 a decision was made, by Ngāti Whātua Ōrākei Group, that Whai Maia Ltd exit all Tourism Activities. After 18 months of trading and moving into the tourism “off season” Whai Maia has set the closing date for Koi Café as 31 May 2019. Whai Rawa Ltd have picked up the tourism portfolio and may re-purpose the temporary building that houses the Café, otherwise it will be removed and the site “made good” prior to the end of June 2019.

Rubbish free

38. Following discussion at the February 2019 meeting of the Ngāti Whātua Ōrākei Reserves Board both Ōkahu Rakau and the Kaitiaki team have been looking at the volume of rubbish being collected off the Whenua Rangatira and looking at future options for monitoring.

39. The context for this is that over the summer of 2013/14 the reserves board agreed to a rubbish free trial. This was based on ongoing efforts to work toward environmentally sustainable practices and a healthy environment. In May 2014 the reserves board resolved that a permanent rubbish free approach for Ōkahu be supported. It was recognised, at the time, that the kaitiaki service and ongoing signage were an important part of the success of this programme.

40. At the time this programme was implemented the rubbish bins were removed and three large banner signs were installed (either side of the toilet block and near the playground). Biodegradable rubbish bags were handed out to the Kaitiaki who distributed them to park users reinforcing the message that they needed to take their rubbish home to recycle. Media releases were picked up by several local papers helping to spread the word that things had changed at Ōkahu.
41. City Park Services (CPS) provided the litter management services at Ōkahu at that time. They monitored the situation before and during the trial and reported the following results:

- Historically, during the summer period, CPS recorded collecting approximately 55 - 75 bags, weighing approx. 8kg per bag, of assorted rubbish, per day, from the 14 bins in the Ōkahu catchment.
- Over summer, without the 14 bins, CPS collected approximately 6 to 12 bags left behind by the users of these reserves. This rubbish was generally placed to the sides or under trees and given the quantity was small and they were neatly contained in bags it did not appear to cause copycat behavior.

42. CPS loose litter staff handed out rubbish bags to parks users, while informing them of the changes that had been put into practice. This was well received by the majority of visitors.

43. The following findings from the 2013/14 summer trial were expressed by Tracy Davis, Tourism Experience Manager on behalf of Toki Taiao, Ngāti Whātua Ōrākei Whai Maia who managed the kaitiaki service:

- There was a noticeable reduction of loose litter on the Whenua
- Large groups were often bringing their own rubbish bags but were appreciative when they were offered more
- Loose litter was often McDonalds or KFC which may have come from the local outlets
- After hours / night groups often left rubbish especially alcohol litter
- Sometimes CPS clean-up crews did not walk the whole perimeter from Watene Cres to Kitemoana St and rubbish was left for hours.
- The Kaitiaki were instrumental in working with CPS to make sure greater attention was paid to the outlying areas as part of the loose litter pick up.

44. Fast forward a few years and the litter management contract was awarded to Ventia. In addition to this the initial signage had worn out and the programme of handing out litter bags had lapsed. Recognising that litter management was becoming a problem the following measures were put in place:

- Educational messaging was renewed with use of both banners and coreflute signage
- The Kaitaiki service was increased
- Litter management was varied into the Ōkahu Rakau contract (and removed from Venita).

45. The feedback from the Kaitiaki Service and Council contract managers has been that the impact of all of these measures has been positive.

46. Due to the change in suppliers it has not been possible to get longitudinal data from 2013 until today however Ōkahu Rakau advise that the most practical way of monitoring litter volumes is to report on the number of 9 metre skip bins used over a period of time. These skip bins are used to collect any loose litter found. Over the busy summer months of January and February this year a total of three skips bins of litter were collected. This will be monitored in the future.

**Volunteers and visiting groups**

47. Ōkahu Rakau have supported 34 international volunteers from sustainable coastlines. They were from the following countries: Qatar, Egypt, USA, Pakistan, UK, Portugal, Australia, Germany, Austria and Japan.

48. In addition to this there have been five youth and six staff volunteer every Tuesday from the Blue Light program and two groups have been hosted from Volunteer Auckland.
In addition to visiting volunteers/volunteer groups there are a number of groups that visit the Ōkahu Rakau operations over the year. This quarter Ōkahu Rakau has hosted two groups from universities, two groups from Te Papa Atawhai (Department of Conservation) and two groups from Auckland Council.

**Biodiversity**

50. There has been ongoing pest control work by Ōkahu Rakau with 20 rats and 6 possums caught over the last quarter.

51. From the 1st May Ōkahu Rakau are working with the Eastern Song Bird volunteers on an enhanced rat control programme at Pourewa Creek Recreation Reserve. This will involve handing out rat traps for volunteers to put out and manage.

**Health and Safety**

52. Ōkahu Rakau have reported one lost time injury over the period.

53. The dilapidated bollards along Hapimana Street continue to be raised as a risk (trip hazard/obstacle). Funding is available to replace these however the design is not fit for purpose, they are not all on the Whenua Rangatira and they may not be needed in places depending on the future design of the area so their replacement is subject to agreement on the future of this area through the visual framework and agreement with the Ōrākei Local Board.

**Ngā tāpirihanga**

**Attachments**

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Atkin Ave Naturalisation Project - before and after pictures</td>
<td>37</td>
</tr>
</tbody>
</table>

**Ngā kaihaina**

**Signatories**

| Authors | Jane Aickin - Kaiwhakahaere Te Waka Tai-ranga-whenua  
Tom Irvine – General Manager Transformation – Whai Maia |
|---------|------------------------------------------------------|
| Authorisers | Jamie Sinclair - Chief Executive Officer - Ngāti Whātua Ōrākei Trust  
Jane Aickin - Kaiwhakahaere Te Waka Tai-ranga-whenua |
ATKIN AVENUE STREAM NATURALISATION

Naturalisation and erosion protection of the stream banks will work towards restoring the maori of the Whenua Rangatira, in line with the wider objectives of the Ōkahu Catchment Ecological Restoration Plan.

Completion summary:
1. Widen stream banks on the true left.
2. Stabilise naturalised stream banks to reduce risk of erosion and bank failure in the stream.
3. Provide a natural habitat to support ecological processes.
4. Reduce risk of erosion to nearby properties on the true right, namely 7C, 7D and 7E Atkin Ave.
5. Reduce the risk to nearby infrastructure, namely culverts 1411827, 1417896, 1417895 passing beneath 7 Atkin Ave.
6. Reduce the risk to public health and safety associated with the stormwater network.
Te take mō te pūrongo

Purpose of the report

1. To provide an update on the 2018/19 summer season for the Kaitiaki Service and put forward recommendations for 2019/20 for the Kaitiaki Service.

Whakarāpopototanga matua

Executive summary

2. The Ngāti Whātua Ōrākei Kaitiaki Service has completed another successful season operating over the summer period. The high-profile hub is the focal point for arriving visitors and as such public engagement has increased markedly this season.

3. Feedback has been extremely positive. The public support and appreciation of the Kaitiaki service has been relayed to the team many times. The most common theme often expressed is that manuhiri have a general appreciation for not only the view but for a sense of safety and assurance within a pristine and litter free environment.

4. An increase in visitor numbers and a change in patterns and waves of movement on the whenua and beach have been observed this season. There are definite and distinct waves of visitors that begin at first light and continue on throughout the late afternoon and into the evening.

5. Kaitiaki Staff have been working 0630 – 1600 weekends and public holidays. In addition a reduced service is provided May – Sept.

6. A large number of visitors to these two major tourist destinations occurs during the week when there is no Kaitiaki Service presence. There is an aspiration to provide the Kaitiaki Service through consist presence and application of standards during the week however in order to consolidate and grow incrementally it is first recommended that the weekend hours increase to start early and end later i.e. 0630 -1900 October 2019 - April 2020 weekends and public holidays. This can be achieved with the same budget provision as previously approved by the reserves board. This is $19,000 above the base budget provided in the Ngāti Whātua Ōrākei Reserves Board 10-year Financial Plan. It is therefore recommended that a permanent budget change be made to accommodate this level of service.

7. Capital expenditure is also recommended to help support the Kaitiaki Service. $50,000 is provided in the budget and this it is recommended that this be approved to enable:
   - 20 Foot container for equipment storage
   - Sign writing of trailer and container
   - Replacement tent canopy
   - Signage flags

8. Neil Maihi, Manager of the Kaitiaki Service advises “This season has been very successful with improved delivery and improved outcomes. Our Kaitiaki have grown within their respective roles and the brand and profile of the Kaitiaki Service is growing amongst our locals, visitors and tourist operators alike. We are privileged to be the ambassadors for Ngāti Whātua Ōrākei on the Whenua Rangatira. This is a model to be celebrated and the Kaitiaki Service sincerely thank the Reserves Board for their ongoing and continued support.”
Ngā tūtohunga
Recommendation/s
That the Ngāti Whātua Ōrākei Reserves Board:

a) support the ongoing provision of a kaitiaki service on the Whenua Rangatira on weekends and public holidays from 0630 -1900 from October through to April in addition to a reduced kaitiaki role from May to September.

b) approve an ongoing operational budget of $77,240 for the Kaitiaki Service with funding over and above the current budget provision being reallocated from the underspent maintenance budget.

c) approve capital expenditure of up to $50,000 for capital works including a branded container for equipment storage and marketing collateral to support community engagement. This approval is subject to reporting back to the reserves board for approval in relation to the location of the container.

Horopaki
Context
9. The Ōrākei Reserves Board Summer Kaitiaki Service drew to a close on the 28 April coinciding with the end of the cruise ship season.

10. Neil Maihi, Manager of the Kaitiaki Service is happy with his teams’ efforts and delivery this season having established a standard and model of service that they are proud of.

11. The relationships fostered and the gains achieved this season include interaction with the public, regular users, facilities management team, tourist operators and visitors from all over the world and all of these have been both effective and rewarding.

12. Consistency of service has grown the brand and profile of the Kaitiaki Service and there is an established working understanding and respect with and from most visitors and operators. More importantly there has been improved relationships and behavior with groups where previously there were issues.

13. It has not always been plain sailing. There have been occasion this season where the safety of staff was prioritised due to the overwhelming numbers of boy racer cars and activity, on those few occasions Kaitiaki, as per protocol, called the Police Non-Emergency line and staff were withdrawn.

14. Despite, and because of this, staff remain professional, whilst maintaining and employing ongoing positive engagement and education of, who the Kaitiaki Service are, what the service does and why it is there. Importantly, some brief history and a warm sunny disposition has been more effective than any enforcement whakaaro (thinking).

15. The Kaitiaki Service direct contact with the public has meant they are in a prime position to gather valuable feedback and input directly from Ngāti Whātua Ōrākei to visitors and tourist operators, who are very happy to engage.

16. Not all feedback is positive. There are consistent issues that keep arising regarding the health and safety and experience of visitors, particularly mobility access to the Michael Joseph Savage Memorial and the deficiencies with the public toilet block on Hapimana Street. This has been reported to Community Facilities, Auckland Council, who look after assets on these sites on behalf of the Ōrākei Local Board.
17. A number of recommendations arising from this summer activities have been put to the Community Facilities Department of Auckland Council however there are also a number of actions that can be taken on the Whenua Rangatira to improve the experience. These are listed below and will be able to be included in the implementation of the Ōrākei Visual Framework and the joint branding work. An explanation supporting these recommendations follows:

- Install access and conditions of entry sign at entrance bottom of Hapimana Drive (on the Whenua Rangatira and Auckland Transport land areas but will need liaison with the Ōrākei Local Board as the access is to areas also managed by the local board)
- Installation of Ngāti Whātua Ōrākei Reserves Board signage at the summit and include no smoking signage
- Engage with the local board and Auckland Transport in regard to the Ōkāhu Visual Framework and seek to achieve a better long-term design and outcome at this busy tourism hub. This may include:
  - greater toilet capacity.
  - options for ensuring ongoing unhindered access and egress to and from Takaparawhau summit.

18. While the toilet facilities at Takaparawhau are on an area administered by the Ōrākei Local Board they affect the experience of visitors and all are manuhiri on the Ngāti Whātua Ōrākei rohe. Kaitiaki have been bombarded with complaints about the toilet facilities on a daily basis. The available conveniences are disproportionate to the number and regularity of visitors, the locking systems consistently fail leaving manuhiri vulnerable and potentially at risk of being walked in on, or, they are locking themselves in, unable to get out without assistance, at times with considerable distress. The asset failure component is being dealt with by Community Facilities who have noted that there is a delay in getting the locking systems but that hook and latches have now been installed. The greater issue is one of capacity.

19. Mass vehicle gridlocks on Hapimana Street are preventing safe unimpeded access to the summit.

20. Currently the community descends onto this area on-mass as, and when it suits, blocking off the roads by parking on both sides, loosing traction, whilst the observers cheer, drink and generally make a nuisance of themselves. Neil Maihi notes “nuisance aside, this activity does not align with our goals here at Takaparawhau nor Te Tikanga me Kawa o Ngāti Whātua Ōrākei. This activity is disruptive, controversial and has a definite and negative impact on our, New Zealand’s, tourism brand and reputation.”
21. This mass congregating physically prevents dual vehicle access to and from the summit as vehicles park on both sides of the road creating a very dangerous and obvious safety hazard, drivers sometimes are physically unable to get past, with drivers often clashing with each other and observers. Historically there have been altercations, near misses, accidents and assaults as a direct result of this issue.

22. The installation of yellow lines, already requested, supported by signage up both sides of Hapimana Avenue will have immediate impact in preventing this congestion. Concurrently a total liquor ban should be implemented to support this. This request has been put to the local board.

23. In the interim, this season we have had significant success in moderating the behavior of the boy racer community that frequent the memorial, suffice to say we are for the most part achieving compliance whilst we are present, our engagement with a few of the trouble makers has borne fruit regarding compliance and education, by allowing them to understand the Kaitiaki Service are, what we were doing on behalf of who and why, we actually changed the thinking of some through dialogue and positive engagement as opposed to a strong enforcement whakaaro.

24. The fact that this community now does not gather on mass as early as they used to and wait until the Kaitiaki Service have left before they start congregating speaks volumes of the positive impact our Kaitiaki have had on this section of our community.

25. Direct and positive engagement with our Falun Gong practitioners has developed a mutual respect and understanding, consequently we have not had a repeat of previous negative activity. Kaitiaki have grown their relationship to a point where some Kaitiaki actively engage in korero and exercise and there has not been a repeat of previous adverse activity.

26. The Kaitiaki Service at Ōkahu Bay has enjoyed a successful summer season without major incident, our events were very successful and visitor numbers have been consistent.

27. The service has seen some new issues arise during this summer season. There has been a marked increase in water activity, especially from the SUP and Waka Ama communities who frequent the bay almost daily during the week and on mass during the weekends.

28. This increase in activity introduced new challenges regarding trailer parking and the congestion and risks this creates. An understanding was reached with most of the community who now utilise Watene Cres reserve for trailer parking with the guidance of Kaitiaki.

29. The management of electric scooters and drones has also kept our Kaitiaki very busy this season with scooter speed being a constant risk along Tamaki Drive.

30. This season has seen multiple incidents of illegal fishing, predominantly Pacific Island whanau groups who camp overnight setting multiple nets and rods.

31. This season four set nets were removed before the owners returned and Neil Maihi instructed the owners of eight others to remove those nets and clean their mess immediately. Fishermen were also advised net fishing was prohibited at Ōkahu Bay and further incidents may result in prosecution.
32. Kaitiaki have established a tour operator register. This is to aid and improve communication and understanding of combined services and inform each other of upcoming events, relevant issues and concerns.

33. The tent and branding have gone very well this season and as foreshadowed in the budget it is now time to provide a more permanent branded base and increase the amount of collateral (signage, rubbish bags etc) available to the Kaitiaki Service. It is recommended that this is still a mobile structure but with more capacity and permanence than a pop up tent.

34. It is recommended approval is given to spend up to $50,000 for capital works including a branded container and marketing collateral to support community engagement. Some thought needs to go into the location of the container and following some more detailed planning approval for the location will be reported back to the reserves board.

Ngā tāpirihanga
Attachments
There are no attachments for this report.

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Tom Irvine – General Manager Transformation – Whai Maia</th>
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<tr>
<td>Authorisers</td>
<td>Jamie Sinclair - Chief Executive Officer - Ngāti Whātua Ōrākei Trust</td>
</tr>
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<td></td>
<td>Jane Aickin - Kaiwhakahaere Te Waka Tai-ranga-whenua</td>
</tr>
</tbody>
</table>
Te take mō te pūrongo
Purpose of the report
1. To consider the Fraud Policy and Funding Memorandum of Understanding (MOU) between Auckland Council and Ngāti Whātua Ōrākei Reserves Board.

Whakarāpopototanga matua
Executive summary
2. The reserves board, at the December 2018 hui, resolved that management draft a fraud policy and formal funding agreement to be endorsed at the May 2019 meeting.

Ngā tūtohunga
Recommendation/s
That the Ngāti Whātua Ōrākei Reserves Board:
   a) adopt the Fraud Policy dated May 2019 (Attachment A of the report)
   b) endorse the Funding Memorandum of Understanding (MOU) between Auckland Council and the Ngāti Whātua Ōrākei Reserves Board dated May 2019 (attachment B of the report)
   c) delegate to the Chair the authority to sign the Fraud Policy and Funding Memorandum of Understanding on behalf of the Ngāti Whātua Ōrākei Reserves Board.

Horopaki
Context
3. The reserves board auditors, RSM Hayes, have twice recommended that the reserves board develop and implement a fraud policy and fraud controls. Auckland Council’s integrity unit attended the February hui workshop to engage with the reserve board members on the fraud policy.
4. The auditors have also recommended that the reserves board enter into a funding agreement with Auckland Council.
5. The Ngāti Whātua Ōrākei Reserves Board workshopped both the Fraud Policy and the principles of a funding agreement in February 2019. This has informed the attached documents.
6. The funding MOU describes the current process for funding from Auckland Council and how the reserves board can draw down on this funding. It also clarifies the financial year end process for forecasting and any carry forward of unspent funds.

Ngā ritenga ā-pūtea
Financial implications
7. Fraud policy provides the guidance for the prevention, detection and response to fraud and corruption incidents within or involving the reserves board. No financial implication is expected.
8. Funding MOU describes the process the reserves board should follow to seek funding from Auckland Council.

**Ngā tāpirihanga**

**Attachments**

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**Ngā kaihaina**

**Signatories**

<table>
<thead>
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<tbody>
<tr>
<td>Authorisers</td>
<td>Jamie Sinclair - Chief Executive Officer - Ngāti Whātua Ōrākei Trust</td>
</tr>
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<td></td>
<td>Jane Aickin - Kaiwhakahaere Te Waka Tai-ranga-whenua</td>
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Ngāti Whātua Ōrākei Reserves Board

Fraud Policy

Attachment A

Item 10
Contents
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11. Contacts for Assurance Services .......................................................................................... 5

Authorised by: Marama Royal
Chair

Signed: ______________________________________

Date: ______________________________________
1. Policy Purpose
The purpose of this policy is to provide guidance for the prevention, detection and response to fraud and corruption incidents within or involving the Ngāti Whātua Ōrākei Reserves Board (reserves board). This policy is to ensure that the conduct and integrity of members of the reserves board, employees, consultants, contractors or any other parties engaged with or representing the reserves board are of a high standard to protect the assets, reputation and financial risk of the reserves board.

Fraud covers unauthorised possession, unauthorised use, misappropriation, deliberate misrepresentation, corruption and impropriety in relation to reserves board assets and activities.

The reserves board has a zero tolerance to fraud and all actual or suspected instances of fraud will be:
- considered serious misconduct
- fully investigated
- reported to the appropriate authority where necessary

2. Context
The reserves board is a co-governance arrangement between Auckland Council and Ngāti Whātua Ōrākei, initially established under the Ōrākei Act 1991, to manage land owned by Ngāti Whātua Ōrākei but held for public and recreation purposes. The reserves board receives funding from Auckland Council. Having an effective fraud policy is essential to ensuring that the funds and assets are utilised ethically and legally by the reserves board.

This fraud policy should be read in conjunction with respective Auckland Council and Ngāti Whātua Ōrākei policies as the reserves board is reliant on their processes and practices.

3. The Framework
The fraud policy is supported by the following framework which covers:
- Accountability/Responsibilities
- Internal Controls/Prevention
- Reporting
- Investigation

4. Accountability/Responsibilities
The reserves board will treat all suspected instances of fraud very seriously. The reserves board chair, or deputy chair as appropriate, is responsible for overseeing investigations relating to fraud allegations. Great care will be taken during an investigation of suspected fraud to avoid mistaken accusations or alerting suspected individuals that an investigation is underway and confidentiality is paramount.
5. Internal Controls/Prevention

Internal controls are often the first line of defence against fraud. The reserves board will:

- in each financial year, get assurance that Auckland Council and any Ngāti Whātua umbrella organisations have appropriate controls in place to manage the risk of fraud. This can be by way of a letter, a report, or anything else the reserves board deems suitable.
- regularly monitor (at least every six months) to satisfy themselves that all activities being undertaken on their behalf is appropriate, reported accurately and reflects the activities authorised by them.
- disclose all interests, by way of standing orders or otherwise, to ensure they are actively managed for transparency and can withstand scrutiny. A conflict of interest disclosures register should be maintained and noted at each reserves board meeting.
- promote the principles of this policy.

6. Reporting

Employees, consultants, contractors, reserves board members or any other party engaged with or representing the reserves board should remain vigilant to any suspected fraudulent behaviour that may be occurring and must report the matter if they become aware of it.

In the event of fraud or dishonest behaviour of any person or entity, including members of the reserves board, coming to the attention of a reserves board member they are required to notify the chair, or the deputy chair if the behaviour relates to or implicates the chair.

On receipt of such information the chair or deputy chair should seek advice. This can be through Assurance Services at Auckland Council, the appropriate authority (e.g. NZ Police or Serious Fraud Office), or another suitable agency.

Assurance Services at Auckland Council can be contacted as per below:

- by phone, e-mail or in person (see contact details under 11 below) if a suspected fraud is detected;
- with questions about whether an act constitutes fraud, unauthorised possession or corruption.

To protect the reserves board, and any person or entity involved with the reserves board, a record must be kept of any allegation and the action taken.

7. Investigation and Reviewing Systems (Post Fraud)

Where fraud is detected it will be fully investigated by the reserves board. The reserves board will also review how it occurred and whether any of the internal controls and procedures need to be changed to ensure that it does not happen again.
8. Recovery of Money or Assets Lost Through Fraud
The reserves board will actively pursue the recovery of any money or property lost through fraud after considering all relevant issues.

9. Communication Protocol
Should any fraud occur the following protocols shall apply:

a) the reserves board chair, or the deputy chair as appropriate, will make all decisions on the appropriate communication protocol to be adopted after taking appropriate professional advice.
b) the reserves board chair or deputy chair will be the authorised spokesperson.
c) the reserves board chair or deputy chair will brief the external auditors on any suspected or actual fraud and on the outcome of any investigation.

10. Review
This fraud policy should be reviewed by the reserves board at least every three years.

11. Contacts for Assurance Services
Contact details for Assurance Services department at Auckland Council is:

Integrity and Investigation Manager
Telephone: (09) 977 8610
Mobile: 021 701 815
e-mail: integrity@aucklandcouncil.govt.nz
DRAFT

Funding Memorandum of Understanding
between Ngāti Whātua Ōrākei Reserves Board and
Auckland Council

Draft updated on 7 May 2019

Definitions

a) “Act” means the Ngāti Whātua Ōrākei Act Claims Settlement Act 2012

b) “Council” means the Auckland Council established by section 6 of the Local Government (Auckland Council) Act 2009

c) “Financial year” - for the Reserves Board this means 1 July to 30 June.

d) “Ngāti Whātua Ōrākei Trust” means the trust established Trust established by a deed of trust dated 3 November 2011

e) “Reserves Board” means Ngāti Whātua Ōrākei Reserves Board established under the Ngāti Whātua Ōrākei Claims Settlement Act 2012 to act as the administering body of the Whenua Rangatira and Pourewa Creek Recreation Reserve;

f) “Trustee” means the trustee or trustees for the time being of the Ngāti Whātua Ōrākei Trust.

g) “Whenua Rangatira” means the land as defined in section 59 of the Act and as shown in the map in Appendix One

h) “Pourewa Creek Recreation Reserve” means the reserve defined in section 10 of the Act and as shown in the map in Appendix Two.

Background

1. The Ōrākei Act 1991 created New Zealand’s first co-governed public park – known as the Whenua Rangatira. 22 years later the Pourewa Creek Recreation Reserve was added to the existing co-governance arrangement
and the Ōrākei Act was superseded by the Ngāti Whātua Ōrākei Claims Settlement Act 2012.

2. The provisions of the Act can be found online. Of particular relevance are the funding provisions in the Act which are:

46 Administration of Pourewa Creek Recreation Reserve...
(7) All costs and expenses incurred in and incidental to the administration of the reserve must be paid by the Auckland Council to the extent that any income arising from the reserve is insufficient to defray those costs and expenses.

69 Costs of management of whenua rangatira
(1) All costs and expenses incurred in and incidental to the control and management of the whenua rangatira must be paid by the Auckland Council to the extent that any income arising from the whenua rangatira is insufficient to defray those costs and expenses.

Schedule 4, Clause 6
Remuneration of members appointed by trustee
A member of the Reserves Board who is appointed by the Trustee must be paid, in accordance with the Fees and Travelling Allowances Act 1951, out of money appropriated by Parliament for the purpose,—

- remuneration by way of fees, salary, or allowances for the member’s services as a member of the Reserves Board; and
- travelling allowances and expenses in respect of time spent travelling in the service of the Reserves Board.

3. The Whenua Rangatira and Pourewa Creek Recreation Reserve is owned by the Trustee as shown in appendix one and two.

4. The assets on the Whenua Rangatira and Pourewa Creek Recreation Reserve, for accounting purposes, are held by Auckland Council on behalf of the Reserves Board.

Purpose

5. Auckland Council and Ngāti Whātua Ōrākei Reserves Board must be transparent with each other as part of the co-governance arrangement so that
both parties can work together to deliver improved outcomes for all Aucklanders.

6. This document provides a standardised approach to financial policy and reporting guidelines for the Council and the Reserves Board. This includes:

- documenting and communicating reporting requirements for all parties working with Ngāti Whātua Ōrākei Reserves Board.
- clarifying roles and responsibilities for making financial decisions.
- ensuring a consistent approach for the delivery of Ngāti Whātua Ōrākei Reserves Board related activities.

Financial planning, accounting and auditing

6. The Reserves Board must adopt a 10 year financial plan that is reviewed annually.

7. The Council will provide an opportunity for the Reserves Board to submit its forecast 10-year funding requirement as part of each of Council’s Long Term Plans (every three years).

8. As a general guide the Reserves Board 10 Year Financial Plan must be complete by 30 November of the year before the year in which a Long Term Plan is required to be developed and submitted to the Governing Body of Council for consideration.

9. Council will provide an opportunity for the Reserves Board to present to the Governing Body in respect to its funding request prior to the adoption of a Long Term Plan.

10. The Long Term Plan will include provision, over a 10 year period, for the management of the Whenua Rangatira and Pourewa Creek Recreation Reserve as required by the Act. This will, at minimum, provide for the proper maintenance and management of the existing land and infrastructure on the Whenua Rangatira and Pourewa Creek Recreation Reserve not including leased land or infrastructure.

11. As provided for in clause of Schedule 4 of the Act the Reserves Board must:

"(1) No later than 4 months before the end of each financial year of the Auckland Council, the Reserves Board must give the Council an estimate of
the income and expenditure of the Reserves Board, in relation to the Pourerwa Creek Recreation Reserve and the whenua rangatira, in the next financial year.

(2) The Reserves Board must keep full and accurate accounts of all money received and paid by it.

(3) At the close of each financial year, the Reserves Board must have its accounts audited by a chartered accountant.

(4) The Reserves Board must give a copy of the accounts audited under subclause (3) to the trustee and the Auckland Council, together with a report of the financial position of the Reserves Board and its financial operations during the period to which the accounts relate.”

Funding

12 On 1 July in each year the funding provided in the Long Term Plan for the Reserves Board in respect of the relevant financial year (as modified by any subsequent Annual Plan in respect of that financial year) will be available for expenditure by or on behalf of the Reserves Board subject to clause 11 and 13 and subject to documentation and funding mechanisms being put in place as contemplated by clauses 16 (Payments) and 20 (Funding transfers).

13 The annual amount anticipated through the Long Term Plan may be varied by Council in any given year through the Annual Plan process.

Year end

14 The Reserves Board must, no later than 28 February each year, provide Auckland Council with a year end financial forecast position including any proposed carryforward of funding from the then current financial year where budgeted funding for that financial year is forecast to be unspent at the end of that financial year.

15 Where funds budgeted for one financial year are forecast to be unspent at the end of that financial year the Reserves Board may request that such unspent funds be carried forward to the next financial year.

16 Decisions on whether funds are carried forward from one financial year to the next will be made through the Annual Plan process.
Payments

17 Payments will be made using Auckland Council's procurement process and systems for all operational and capital expenses except where work is to be carried out by third parties (including the Trustee or its subsidiaries) engaged by the Reserves Board in which case the provisions outlined under “Funding Transfers” section of this agreement will apply.

Financial policy and practice

18 The Reserves Board shall hold a fraud policy and have practices in place to manage fraud.

19 The Reserves Board shall have delegations in place to ensure the efficient and effective use of funds while also ensuring there are appropriate financial controls.

Holding Bank Account

20 Council will maintain a holding bank account on behalf of the Reserves Board in accordance with the provisions in the Act. In the event that income from the Pourewa Creek Recreation Reserve and the Whenua Rangatira exceeds the costs and expenses incurred in and incidental to the control and management of the Pourewa Creek Recreation Reserve and the Whenua Rangatira at the end of any financial year, the excess income would be treated as retained earnings in the Reserve Board’s accounts. This amount could, on the request of the Reserve Board, be paid into the holding bank account.

Funding transfers

21 Where Reserves Board direction is to be implemented by third parties (including the Trustee or its subsidiaries) engaged by the Reserves Board this will be the subject of separate funding agreements.

GST

22 The Reserves Board is part of the Auckland Council GST group. GST has been collected and paid by the Council on behalf of the Reserves Board.

Dispute Resolution

23 Council and the Reserves Board agree that any differences of view or disputes between them should be addressed frankly and constructively.
between the parties, and in the first instance, between the executive management of both parties.

24 If either party identifies a matter that requires escalation it shall be referred to the Chair of the Reserve Board and the Chief Executive of Council for discussion between them.

25 While nothing in this memorandum restricts the legal rights of either party, both Council and the Reserve Board note the desire to resolve disputes through discussion, or if necessary through mediation, without recourse to litigation.

Status of Memorandum of Understanding

26 This memorandum is not legally binding, although the parties may agree that protocols or arrangements in respect of any matter will be.

27 This memorandum, and any action under it, is subject to all applicable laws.

28 Any variation or termination of this memorandum shall require the approval of both parties.

Signed under delegated authority for and on behalf of Auckland Council by: Signed for and on behalf of Ngāti Whātua Ōrākei Reserves Board by:

Stephen Town Marama Royal
Chief Executive Chair

Date: Date:
Appendix one: Whenua Rangatira
Te take mō te pūrongo
Purpose of the report
1. To establish the date and time for the August and December 2019 meetings of the Ngāti Whātua Ōrākei Reserves Board.

Whakarāpopototanga matua
Executive summary
2. The proposed meeting dates are:
   • Monday, 5 August 2019, 5pm, Orākei Marae, Orākei.
   • Monday, 2 December 2019, 5pm, Orākei Marae, Orākei.
3. Following the triennial election on Saturday, 12 October 2019 Auckland Council will appoint, in writing, three members to the Reserves Board. As per Schedule 4 clause 3(2) of the Ngāti Whātua Ōrākei Claims Settlement Act 2012 one Auckland Council member will be appointed as Deputy chairperson.

Ngā tūtohunga
Recommendation/s
That the Ngāti Whātua Ōrākei Reserves Board:
   a) approve the proposed meeting dates for August and December 2019 as follows:
      i)  Monday, 5 August 2019, 5pm, Orākei Marae, Orākei.
      ii) Monday, 2 December 2019, 5pm, Orākei Marae, Orākei.

Ngā tāpirihanga
Attachments
There are no attachments for this report.

Ngā kaihaina
Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Maea Petherick - Senior Governance Advisor</th>
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<tr>
<td>Authoriser</td>
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