I hereby give notice that an ordinary meeting of the Kaipātiki Local Board Community Forum will be held on:

Date: Wednesday, 26 June 2019
Time: 6.00pm
Meeting Room: Kaipātiki Local Board Office
Venue: 90 Bentley Avenue
Glenfield

Kaipātiki Local Board Community Forum
OPEN AGENDA

MEMBERSHIP

Chairperson
John Gillon

Deputy Chairperson
Danielle Grant

Members
Paula Gillon
Ann Hartley, JP
Kay McIntyre, QSM
Anne-Elise Smithson
Adrian Tyler
Lindsay Waugh

(Quorum 4 members)

Jacinda Short
Democracy Advisor - Kaipatiki

21 June 2019

Contact Telephone: (09) 484 6236
Email jacinda.short@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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1 Welcome

2 Apologies

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

3 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.

The Auckland Council Code of Conduct for Elected Members (the Code) requires elected members to fully acquaint themselves with, and strictly adhere to, the provisions of Auckland Council’s Conflicts of Interest Policy. The policy covers two classes of conflict of interest:

i) A financial conflict of interest, which is one where a decision or act of the local board could reasonably give rise to an expectation of financial gain or loss to an elected member; and

ii) A non-financial conflict of interest, which does not have a direct personal financial component. It may arise, for example, from a personal relationship, or involvement with a non-profit organisation, or from conduct that indicates prejudice or predetermination.

The Office of the Auditor General has produced guidelines to help elected members understand the requirements of the Local Authority (Member’s Interest) Act 1968. The guidelines discuss both types of conflicts in more detail, and provide elected members with practical examples and advice around when they may (or may not) have a conflict of interest.

Copies of both the Auckland Council Code of Conduct for Elected Members and the Office of the Auditor General guidelines are available for inspection by members upon request.

Any questions relating to the Code or the guidelines may be directed to the Relationship Manager in the first instance.

4 Confirmation of Minutes

That the Kaipātiki Local Board Community Forum:

a) confirm the ordinary minutes of its meeting, held on Wednesday, 22 May 2019, as true and correct.

5 Leave of Absence

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

6.1 The Reverend John Alexander Marsden, QSO, JP

Te take mō te pūrongo / Purpose of the report
1. For the Kaipātiki Local Board to acknowledge and thank The Reverend John Alexander Marsden for services to Māori and the community.

Whakarāpopototanga matua / Executive summary
2. The Reverend John Marsden was appointed a Companion of the New Zealand Order of Merit at the June 2019 Queens Birthday awards.
3. Reverend John Alexander was appointed a companion of the Queen’s Service Order in 2001 for his services to Māori.
4. Reverend Marsden was General Manager of the Iwi led primary health provider Te Haa Oranga o Ngati Whataua until 2005 and was General Manager of Te Puna Hauora o Te Raki Paewhenua from 2005 until 2018. He has been Kaumatua for North Shore Hospice since 2007, where he provides spiritual support for whanau of patients in palliative care and supports hospice workers as a cultural advisor. He has maintained a cultural advisory role with several retirement homes and provided his services as a Kaumatua to local kohanga reo and the New Zealand Police.
5. As of 2017, Reverend John Alexander Marsden has been a cultural advisor for the Department of Corrections. He is a member of a number of Boards including ProCare as Māori advisory, Equip Mental Health, Connect Mental Health, and Te Puna Whanau Ora Network Alliance. He has been a Trustee of Te Runanga o Ngati Whataua since 2003 and was involved with Treaty claims for the Iwi, as well as the acquisition of commercial enterprises for the Runanga. Reverend Marsden is often called upon to conduct blessings in the community and has been a Justice of the Peace since 2002.

Ngā tūtohunga / Recommendation/s
That the Kaipātiki Local Board:
a) acknowledge and congratulate The Reverend John Alexander Marsden for being appointed as a Companion of the New Zealand Order of Merit.
b) thank Reverend John Alexander Marsden for his service to the Māori and the community.

6.2 Mrs Beverley Turner

Te take mō te pūrongo
Purpose of the report
1. For the Kaipātiki Local Board to acknowledge and thank Mrs Beverley Turner for services to women, particularly Pacific women.

Whakarāpopototanga matua
Executive summary
2. Mrs Beverley Turner was appointed as a Member of the New Zealand Order of Merit at the June 2019 Queens Birthday awards for her services to women, particularly Pacific women.
3. Mrs Beverley Turner has volunteered her time for many years to advocate for women’s rights.
4. Mrs Turner has been a key player in a number of women’s organisations which have engaged with Pacific Island communities, working to establish and maintain networks through Pacific Graduate Women’s Network, Pacific Women’s Watch (PWW[NZ]), and UNIFEM New Zealand (now UN Women New Zealand). She was the President of UNIFEM New Zealand from 2003 to 2006 and Auckland Chairperson for three years prior. As President her main focus was working with New Zealand Aid to fund programmes to empower women in the Marshall Islands.

5. In 2005 she was a key driver for introducing the White Ribbon campaign to New Zealand to End Violence Against Women. As a member of Graduate Women New Zealand, she was key to establishment of the Pacific Graduate Women’s Network. She has acted as co-ordinator and mentor since its inception and was instrumental in setting up a rotating system for meetings between Pacific countries every two years.

6. Mrs Beverley Turner has organised workshops for PWW[NZ] and edited reports to submit for five-yearly UN reviews. In 2010 Mrs Turner was appointed International Secretary of PWW[NZ] and has represented the organisation at the United Nations Commission on the Status of Women in New York for the past eight years.

Ngā tūtohunga
Recommendation/s
That the Kaipātiki Local Board:

a) acknowledge and congratulate Mrs Beverley Turner for being appointed as a Member of the New Zealand Order of Merit.

b) thank Mrs Beverley Turner for her services to women.

6.3 Mrs Pare Anderson

Te take mō te pūrongo / Purpose of the report
1. For the Kaipātiki Local Board to acknowledge and thank Mrs Pare Anderson for services to Māori language education.

Whakarāpopototanga matua / Executive summary
2. Mrs Pare Anderson was awarded a Queen’s Service Medal at the Queen’s birthday honours June 2019 for services to Maori language education.

3. Mrs Pare Anderson has been involved for around 35 years in the development of Kohanga reo on the North Shore, Auckland.

4. With the support of the Māori community of Te Raki Paewhenua, Mrs Anderson was involved in establishing ‘Te Puawaitanga’, the bilingual unit based at Birkdale Primary School, to cater for tamariki about to turn five years of age. Her commitment to the Māori language has been a major factor in the development and growth of this bilingual unit.

5. Mrs Pare Anderson is one of the few elders on the North Shore who is fluent in the Māori language and prepared to share their knowledge with fledgling reo speakers, and she has contributed to the sporting and artistic world of Māori to ensure that tikanga is not lost and others are able to learn from her. Mrs Anderson is a Life Member of the local Māori Women’s Welfare League Opuawananga, which she chaired for 10 years.

Ngā tūtohunga / Recommendation/s
That the Kaipātiki Local Board:
a) acknowledge and congratulate Mrs Pare Anderson for being awarded a Queen’s Service Medal.

b) thank Mrs Pare Anderson for her services to Māori language education.

6.4 Ms Janferié Bryce-Chapman, JP

Te take mō te pūrongo
Purpose of the report
1. For the Kaipātiki Local Board to acknowledge and thank Ms Janferié Bryce-Chapman for services to seniors.

Whakarāpopototanga matua
Executive summary
2. Ms Janferié Bryce-Chapman was awarded a Queen’s Service Medal at the June 2019 Queen’s birthday honours.

3. Ms Janferié Bryce-Chapman has worked as the Executive Officer of Age Concern North Shore since 1990 and has been involved in a wide range of initiatives and organisations that provide support for older people.

4. As Executive Officer, Ms Bryce-Chapman manages 12 staff and more than 250 volunteers. She is responsible for managing an Accredited Visitors Service, an Elder Abuse Response service, and a Health Promotion programme on behalf of seven Northern Age Concern organisations. For more than 30 years she has been a key player in community work on the North Shore with 25 different community governance committees. Her roles have included serving as Chair of the Health Promotion Forum of New Zealand, President of the North Shore branch of National Council of Women, and Treasurer of New Zealand Association of Gerontology.

5. Ms Bryce-Chapman was part of a community-led response encouraging Auckland Council to implement the Positive Ageing Strategy. These efforts resulted in the opening of the Positive Ageing Centre in Takapuna in 2007, which continues to provide a hub for social and learning activities for Chinese, Korean and other seniors groups.

Ngā tūtohunga
Recommendation/s
That the Kaipātiki Local Board:

a) acknowledge and congratulate Janferié Bryce-Chapman on being awarded a Queen’s Service Medal.

b) thank Ms Janferié Bryce-Chapman for services to seniors.

6.5 Mrs Hilda Lorraine Mary Pipes

Te take mō te pūrongo
Purpose of the report
1. For the Kaipātiki Local Board to acknowledge and thank Mrs Hilda Lorraine Mary Pipes for her services to the community.

Whakarāpopototanga matua
Executive summary
2. Mrs Hilda Lorraine Mary Pipes was awarded a Queen’s Service Medal at the June
2019 Queens Birthday awards for her services to the community.

3. Mrs Hilda Pipes has led a craft group at St Mary’s Church, Northcote, for three hours on a Wednesday since 1980. The group has participants of all ages and is valued for provided community and friendship. Many members knit woollen clothing for the neonatal unit at Auckland City Hospital. Items are also provided to groups including De Paul House, St Vincent De Paul, and Pregnancy Help. Mrs Pipes has ensured the success of the group for almost 40 years. Mrs Pipes procures resources, and provides guidance and technical support with the crafts taught, including knitting, embroidery, and sewing. New members are made to feel welcome, and the group also supports conversational English for new immigrants.

Ngā tūtohunga
Recommendation/s
That the Kaipātiki Local Board:

a) acknowledge and congratulate Mrs Hilda Lorraine Mary Pipes for being awarded a Queen’s Service Medal.

b) thank Mrs Hilda Lorraine Mary Pipes for her services to the community.

7 Petitions

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

8 Deputations

Standing Order 7.7 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 Kaipātiki Local Board Community Forum. 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.

8.1 Beach Haven, Birkenhead and Northcote Community Constables

Te takē mō te pūrongo
Purpose of the report
1. The purpose of this deputation is to update the Kaipātiki Local Board regarding matters in Beach Haven, Birkenhead and Northcote.

Whakarāpopototanga matua
Executive summary
2. Constable Corina Willey of Beach Haven/Birkenhead and Constable Luana Talalaovave of Northcote, will be in attendance to address the board in support of this item.

Ngā tūtohunga
Recommendation/s
That the Kaipātiki Local Board:

a) receive the deputation from the Local Community Constables.

b) thank Constable Corina Willey and Constable Luana Talalaovave for their attendance and presentation.
8.2 Hearts and Minds

Te take mō te pūrongo / Purpose of the report
1. The purpose of this deputation is to address the Kaipātiki Local Board regarding Hearts and Minds.

Whakarāpopototanga matua / Executive summary
2. Carol Ryan, Chief Executive of Hearts and Minds and Amberlee Wharton, Operational Manager of Hearts and Minds, will be in attendance to address the board in support of this item.

Ngā tūtohunga / Recommendation/s
That the Kaipātiki Local Board:

a) receive the deputation from Hearts and Minds.

b) thank Carol Ryan and Amberlee Wharton for their attendance and presentation.

9 Public Forum

A period of time (approximately 30 minutes) is set aside for members of the public to address the meeting on matters within its delegated authority. A maximum of 3 minutes per item is allowed, following which there may be questions from members.

At the close of the agenda no requests for public forum 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."
Kaipātiki Local Youth Board update

File No.: CP2019/02133

Te take mō te pūrongo
Purpose of the report
1. The purpose of this report is to address the Kaipātiki Local Board to provide an update on the activities of the Kaipātiki Local Youth Board.

Whakarāpopototanga matua
Executive summary
2. An opportunity is provided for the Kaipātiki Local Youth Board to update the Kaipātiki Local Board on their activities.

Ngā tūtohunga
Recommendation/s
That the Kaipātiki Local Board:

a) receive the Kaipātiki Local Youth Board update.
b) thank the Kaipātiki Local Youth Board for their attendance and presentation.

Ngā tāpirihanga
Attachments
There are no attachments for this report.

Ngā kaihaina
Signatories

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<th>Authors</th>
<th>Jacinda Short - Democracy Advisor - Kaipatiki</th>
</tr>
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<tr>
<td>Authorisers</td>
<td>Eric Perry - Relationship Manager</td>
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Memorandum of Understanding between Pest Free Kaipātiki and Auckland Council

File No.: CP2019/10544

Te take mō te pūrongo
Purpose of the report

1. To approve the Memorandum of Understanding (MoU) between Pest Free Kaipātiki Restoration Society Incorporated (PFK) and Auckland Council.

Whakarāpopototanga matua
Executive summary

2. PFK was formed in 2017 with the aim of reducing threats to, and restoration of, biodiversity in Kaipātiki and to increase community awareness and collaboration. It is made up of 25 restoration groups who collaborate to implement the Pest Free Kaipātiki Strategy and Action Plan.

3. The restoration network which preceded PFK have been seeking an MoU with Auckland Council since 2013, with the intention of improving coordination of the work between council teams, contractors and community volunteers.

4. An MoU has been developed (refer Attachment A to the agenda report) as the result of a series of discussions between the local board, council staff and PFK. It clarifies accountabilities, roles and contributions and sets out joint activities and processes for planning, communication and reporting by all parties.

5. The MoU will help achieve the environmental and community outcomes of the Auckland Plan 2050 and the Kaipātiki Local Board Plan 2017.

Ngā tūtohunga
Recommendation/s

That the Kaipātiki Local Board:

a) approve the Memorandum of Understanding between Pest Free Kaipātiki Restoration Society Incorporated and Auckland Council (refer to Attachment A of the agenda report).

b) delegate the Kaipātiki Local Board Chairperson authority to sign the Memorandum of Understanding in recommendation a) above on behalf of the Kaipātiki Local Board.

Horopaki
Context

6. In 2016, the local board endorsed and adopted the Pest Free Kaipātiki Strategy and Action Plan (resolution number KT/2016/94) as a ‘blueprint for enabling birds and other native wildlife to flourish by reducing pest plants and animals’. The strategy was developed by a network of over 25 volunteer community restoration groups and council staff, coordinated by the Pest Free Kaipātiki steering group.

7. In 2017, the community organisations involved with the Pest Free Strategy formed PFK as an umbrella organisation for carrying out activities including pest management and restoration across the local board area. The network has been seeking a MoU with council since 2013.
8. The local board has decision-making authority for local parks and reserves including improvements, place-shaping, and types of activities such as community events, community planting programmes and other parks and reserve volunteer work.

9. Community Parks and Community Facilities teams are responsible for the management of community parks and reserves. Other council teams such as the Research and Evaluation Unit and Biodiversity and Biosecurity contribute to biodiversity outcomes and activities on the remainder of the landscape.

10. The MoU includes the parties of Auckland Council and Pest Free Kaipātiki Restoration Society (Inc). Auckland Council is represented by two signatories to the MoU. The first is the Kaipātiki Local Board who hold the local relationship and the second is the Community Services and Infrastructure and Environment Services Directorates, as representatives of council services in relation to the MoU.

**Tātaritanga me ngā tohutohu**

**Analysis and advice**

11. The MoU is a way to increase the effectiveness of ecological management and community engagement on public and private land through better coordination of the work.

12. The MoU sets out the intended cooperation between council and PFK regarding predator control, weed eradication and planting of native vegetation on public and private land in Kaipātiki.

13. The MoU provides the following framework for communication, joint planning and reporting of progress against objectives where all parties agree to:

   - contribute to the maintenance, protection and enhancement of biodiversity and restoration of the ecological health of the Kaipātiki landscape
   - coordinate efforts strategically and ensure a two-way flow of information to enable a coordinated, effective and efficient approach
   - support the building of capability and empowerment of the community to play a major role in achieving these objectives
   - work towards open information standards, shared data and collaborative systems and processes in this area
   - collaborate in planning, delivery and maintenance of facilities including tracks, drainage, signage and other facilities to allow the public to enjoy the reserves with minimal disruption and damage to the biodiversity.

**Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera**

**Council group impacts and views**

14. The MoU was developed through a series of workshops including council staff from the Parks Sport and Recreation, Arts Community and Events, Environmental Services, Local Board Services and Community Facilities departments.

**Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe**

**Local impacts and local board views**

15. The MoU formalises the relationship between the local board and Pest Free Kaipātiki and will help achieve Outcome 2 in the Kaipātiki Local Board Plan 2017:

   - Our community acts as kaitiaki (guardians) of the environment so that future generations can do the same.

16. The MoU also puts into effect the following Pest Free Kaipātiki Strategy and Action Plan outcomes:
• Increasing collaboration between the council, our volunteers and the wider community, to eradicate plant and animal pests on both public and private land.
• Communities are environmentally aware and work together to live sustainably.

17. The draft MoU was presented to the local board at its workshop on 24 April 2019 to define its position and provide feedback.

**Tauākī whakaaweawe Māori**
**Māori impact statement**

18. Pest Free Kaipātiki engaged with Ngāti Whātua-o-Ōrākei in the development of the pest free strategy and the iwi are supportive of the kaupapa of the group.

**Ngā ritenga ā-pūtea**
**Financial implications**

19. The MoU does not require any financial commitment from the local board.

20. Pest Free Kaipātiki received $100,000 locally driven initiatives (LDI) budget from the local board 2018/2019 Environmental Services work programme for work carried out under the Pest Free Kaipātiki Strategy, as well as funding from Environmental Services for various projects undertaken.

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

21. The MoU is identified as a low risk for the local board because it is not a legally-binding agreement and either party may request a review of the MoU or may request to terminate the MoU upon three weeks’ written notice.

22. If the MoU is not approved by the local board then there is a risk that the intended improvements in communication between key stakeholders will not be improved in the intended ways, which could lead to work being disrupted or delayed and outcomes not achieved.

**Ngā koringa ā-muri**
**Next steps**

23. Following approval of the MoU, the Pest Free Kaipātiki chair, Kaipātiki Local Board chair and Directors of Community Services and Infrastructure and Environmental Services will sign the MoU document.

24. The actions arising from the MoU include scheduling an annual review meeting between PFK and the local board.

**Ngā tāpirihanga**
**Attachments**

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**Ngā kaihaina**
**Signatories**

Authors | Paul Prestidge - Community Development Programme Manager
<table>
<thead>
<tr>
<th>Authorisers</th>
<th>Graham Bodman - General Manager Arts, Community and Events</th>
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<tr>
<td></td>
<td>Eric Perry - Relationship Manager</td>
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Memorandum of Understanding

between

Auckland Council

and

Pest Free Kaipātiki Restoration Society Inc.
## Contents

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*Pest Free Kaipātiki – Auckland Council MOU: June 2019*
PARTIES TO THIS MOU

AUCLAND COUNCIL represented by

Kaipātiki Local Board – who holds the local relationship

Community Services and Infrastructure & Environmental Services Directorates representing council services in relation to this MOU

and

PEST FREE KAIPĀTIKI RESTORATION SOCIETY (Inc) (PFK)
Representing the affiliated restoration groups

SIGNED for and on behalf of:

PEST FREE KAIPĀTIKI RESTORATION SOCIETY (Inc)

Signature: ________________________________

Jo Knight

Chair

AUCLAND COUNCIL - KAIPĀTIKI LOCAL BOARD

Signature: ________________________________

John Gillon

Chair, Kaipātiki Local Board

Signature: ________________________________  ________________________________

Ian Maxwell Barry Potter

Director Customer and Community Services, Auckland Council Director Infrastructure & Environmental Services, Auckland Council

Date: ________________________________
PURPOSE

This Memorandum of Understanding (MoU) acknowledges that Auckland Council and PFK will work in a cooperative relationship in respect of predator control, weed eradication and planting of native vegetation, asset management and development and other conservation and ecological restoration activities on public and private land in the Kaipātiki Local Board area during the Term (as set out in item 8(a) of this MoU). This document is intended to acknowledge the goodwill between the parties towards achieving a shared vision. It is not legally binding.

The parties agree to work collaboratively toward the vision of

“a place where birds and other native wildlife flourish, and everyone works together to support our natural heritage”

FRAMEWORK FOR COOPERATION

<table>
<thead>
<tr>
<th>1. Context</th>
<th>1. Pest Free Kaipātiki was formed in 2016. It has a range of projects and acts as an umbrella organisation for over 25 volunteer restoration groups carrying out activities including pest management and ecological restoration across the Kaipātiki Local Board area. It also works with a range of volunteers in individual and group projects in backyards, local neighbourhoods, schools and business. As well as being a part of PFK, some groups have their own funding agreements, contracts and deliverables directly with Auckland Council.</th>
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<td>2. Auckland Council controls public reserves in Kaipātiki including local parks and reserves and road reserves. The management of community parks and reserves is through the Community Parks and Community Facilities teams and their contractors. Other teams such as RIMU, Biodiversity and Biosecurity contribute to biodiversity outcomes and activities on the remainder of the landscape.</td>
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<td>3. The Kaipātiki Local Board has a close partnership with PFK and has worked with them to develop the pest free strategy which lies behind this MOU. The board has decision making authority for local parks and reserves, including improvements and place shaping, the use of and activities such as community events, community planting programmes and other parks and reserve volunteer work. It also inputs into the decisions of the Governing Body of Auckland Council and the Board of Auckland Transport.</td>
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<td>4. This MoU acknowledges the interests of mana whenua in this area. As kaitiaki, mana whenua have responsibilities to preserve and nurture the physical and spiritual aspects associated with any land, resource or taonga within their rohe (tribal area). Kaitiakitanga, the responsibility of guardianship of the earth, reflects a belief that we need to work towards a future not just better for our children, but for all things and all time.</td>
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2. **Common Ground**

1. Ecological pressures (e.g. pest plants, pest animals, biosecurity organisms, erosion and pollutants) and ecological benefits (native plants and wildlife) cross boundaries, and that public and private land near are dependent on each other for the ability to make sustainable improvements in native biodiversity and reduction of these pressures.

2. A memorandum of understanding (MoU) is the best way to increase effectiveness of ecological management and community engagement on public and private land through better coordination of the work.

---

3. **Shared Relationship Values**

Both parties agree to:

1. Work in collaboration and in the spirit of partnering to achieve beneficial outcomes
2. Adopt a solutions-based approach through open and constructive communication
3. Promote projects that encompass social and meaningful activity to help strengthen the quality of our open spaces and local stewardship of our publicly owned land

Also

4. Recognise that neither party can achieve long term results without the sharing of volunteers, information, financial and other resources.

---

4. **Common Objectives**

Both parties agree to the below common objectives:

1. Contribute to the maintenance, protection and enhancement of native biodiversity and restoring the ecological health of the Kaipātiki landscape
2. Coordinate efforts strategically and ensuring two-way flow of information to enable a coordinated, effective and efficient approach
3. Work with schools to encourage their participation in the protection and restoration of local ecology
4. Support the building of capability and empowerment of the community to play a major role in achieving these objectives
5. Work towards open information standards, shared data and collaborative systems and processes in this area
6. Collaborate in planning, delivery and maintenance of facilities including tracks, drainage, signage and other facilities to allow the public to enjoy the reserves with minimal disruption and damage to native biodiversity
5. Individual Party Specific Objectives

<table>
<thead>
<tr>
<th>Both parties also have their own objectives to be achieved through the MoU:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Auckland Council</strong></td>
</tr>
<tr>
<td>Aucklanders preserve, protect and care for the natural environment as our shared cultural heritage, for its intrinsic value and for the benefit of present and future generations.</td>
</tr>
<tr>
<td>1. Work toward facilitating positive outcomes for communities by improving council processes, knowledge management, and collaboration</td>
</tr>
<tr>
<td>2. Ensure that all work meets Council’s statutory obligations and relevant policies, such as reserve management or restoration plans, health and safety requirements, biosecurity requirements and relevant council policies.</td>
</tr>
<tr>
<td><strong>Kaipātiki Local Board</strong></td>
</tr>
<tr>
<td>Outcome 2: Our natural environment is protected for future generations to enjoy</td>
</tr>
<tr>
<td>1. People can get to and take pleasure in the Kaipātiki coastline, green spaces and waterways.</td>
</tr>
<tr>
<td>2. Our community acts as kaitiaki (guardians) of the environment so that future generations can do the same.</td>
</tr>
<tr>
<td><strong>Pest Free Kaipātiki</strong></td>
</tr>
<tr>
<td>1. Reduce animal, plant and disease pests, other threats, and restore native biodiversity</td>
</tr>
<tr>
<td>2. Increase community awareness, education, involvement and neighbourhood connectivity</td>
</tr>
<tr>
<td>3. Increase regional strategies and connections, collaboration and ecological linkages</td>
</tr>
<tr>
<td>4. Ensure volunteer time is well supported for best results through enhanced coordination and cooperation.</td>
</tr>
</tbody>
</table>
### 6. Relationship Management

The health of the relationship, high level relationship management, and processes relating to the MoU itself will be overseen by:

1. **Auckland Council**
   - Strategic Broker for Kaipātiki
   - Strategic Broker Manager (alternate if the strategic broker is on leave or uncontactable)

2. **Pest Free Kaipātiki**
   - PFK Chairperson

As the relationship manager, the Strategic Broker will coordinate parties for annual planning and review processes.

The day to day liaison between the parties will be between:

1. **Auckland Council**
   - Community Park Ranger

2. **Pest Free Kaipātiki**
   - PFK Chairperson

It is the responsibility of the liaison person to act as a first point of reference between the parties for the management of the MoU and as a liaison for external contacts.

Each party will advise the other via written notice if there is a change to the liaison person.

### 7. Roles

**Role of each of the parties**

1. **Pest Free Kaipātiki** will provide:
   - local pest free and ecological restoration capability and capacity building
   - activation and infrastructure and resource support for and collaboration with a network of communities and volunteer groups
   - encourage community aggregated action towards the vision following best practice
   - share local expertise and experience with communities, Auckland Council and their contractors
2. Auckland Council will provide:
   - funding and resources to support PFK in its role as an umbrella organisation, capability builder and activator (in line with an agreed work programme and at the discretion of Auckland Council)
   - share staff expertise, experience and bring a broad regional and national perspective to the local level

3. The Kaipātiki Local Board will provide:
   - stewardship and land owner approval (where appropriate) in relation to diverse community interests
   - allocate funding and other resources in line with an agreed work programme (at KLBs discretion)
   - access to training and development opportunities for the Board and staff of PFK
   - leverage relationships and connections to add value to programmes and activities.

8. Responsibilities

   Working relationships and responsibilities of each of the parties:
   During the term the parties will:

   1. Work collaboratively toward the vision “a place where birds and other native wildlife flourish, and everyone works together to support our natural heritage”

   2. Cooperate and communicate in an open, timely and transparent manner following agreed best practice to manage and share information where practical in a single repository

   3. Every three years, work together to review the Pest Free Kaipātiki strategic plan for ecological restoration and community engagement of the Kaipātiki Local Board area

   4. By November each year, work together to prepare a joint work plan within a 3-year rolling plan of activities ensuring the plan
      - where practicable, includes key annual tasks and timeframes for planting and pest plant and animal control for specific sites
      - aligns with the relevant reserve management and restoration plans, the Regional Pest Management Plan and Auckland Council’s Weed Management Policy and track renewals and maintenance and other projects and activities
      - details how PFK and group activities will give effect to the Health and Safety at Work Act 2015, and details how PFK and group activities will comply with the most up-to-date Standard Operating Procedures for Kauri Dieback and other biosecurity issues published by Auckland Council.
<table>
<thead>
<tr>
<th>Item 12</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Auckland Council will</strong></td>
<td></td>
</tr>
<tr>
<td>1. When and where appropriate but at the sole discretion of Auckland Council, give land owner approval for volunteer activities on local parks and reserves according to</td>
<td></td>
</tr>
<tr>
<td>- the agreed joint work plan</td>
<td></td>
</tr>
<tr>
<td>- current or developing restoration or annual plans of individual groups in consultation with PFK or Auckland Council</td>
<td></td>
</tr>
<tr>
<td>- and subject to park closures or restrictions, availability and any other event</td>
<td></td>
</tr>
<tr>
<td>2. Have the Community Parks Ranger as one initial point of contact to:</td>
<td></td>
</tr>
<tr>
<td>- provide support with knowledge and resources, to carry out activities within identified community parks:</td>
<td></td>
</tr>
<tr>
<td>- weed and predator control,</td>
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<tr>
<td>- sourcing of eco-sourced native plants,</td>
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<tr>
<td>- restoration planting and monitoring, and</td>
<td></td>
</tr>
<tr>
<td>- track and drainage maintenance and signage</td>
<td></td>
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<tr>
<td>according to the agreed joint annual plan, and as budget allows</td>
<td></td>
</tr>
<tr>
<td>Details of the resources (e.g. plant species) and timeframes for delivery will be communicated by the Ranger by an agreed time each year</td>
<td></td>
</tr>
<tr>
<td>3. Each council party to this MOU will provide an up to date list of key contacts to the Community Parks Ranger and will ensure that their departments and contractors are aware of the MOU and the responsibilities</td>
<td></td>
</tr>
<tr>
<td>4. Ensure PFK has access to adequate training, resources and documentation to meet requirements under the Health and Safety at Work Act 2015 and Standard Operating Procedures for biosecurity requirements (e.g. Kauri Dieback) for works in community parks</td>
<td></td>
</tr>
<tr>
<td>5. Help connect PFK with other parts of Auckland Council and CCOs and contractors who can assist with pest control and restoration on private land</td>
<td></td>
</tr>
<tr>
<td>6. Provide access to information, maps and other resources as appropriate for planning, reporting and community engagement</td>
<td></td>
</tr>
<tr>
<td>7. Ensure that all contractors, CCOs and Council departments</td>
<td></td>
</tr>
<tr>
<td>- have been fully informed and understand the terms of this MoU between Auckland Council and PFK in respect of this MoU and rolling annual plans and amendments</td>
<td></td>
</tr>
<tr>
<td>- endeavour to act in accordance with the terms of this MoU and the work plan and amendments</td>
<td></td>
</tr>
<tr>
<td>- inform PFK, and where appropriate reserve and community groups, of planned work and significant unscheduled work via ongoing consultation</td>
<td></td>
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<tr>
<td></td>
<td>• engage PFK in ongoing consultation on the development of proposals or plans and variations that impact on PFK, volunteer or community activities.</td>
</tr>
</tbody>
</table>

During the term, PFK will:

1. Provide a timely database of contacts to the council and council contractors

2. Take all practicable steps to ensure that all team members and affiliated groups:
   - have been fully informed of the terms of this MoU between Auckland Council and PFK
   - always comply with any instructions of Auckland Council staff and representatives around public land (including planting and weeding advice, eco-sourcing and biosecurity procedures)
   - ensure all groups are aware of Standard Operating Procedures for Kauri Dieback and other biosecurity risks when undertaking activities in community parks
   - ensure all groups are aware of Health and Safety training resources and requirements and where practicable ensure resources are used and requirements followed, including:
     - identifying and briefing volunteers on relevant hazards and steps to minimise and isolate risks
     - completing site safety plans for the activities and providing this documentation to the Community Park Ranger
     - encourage all volunteers to adhere to the site safety plans
     - notify the council of any hazards immediately

3. provide support to groups in the development of restoration and annual plans and signage and track plans (subject to adequate resourcing)

4. keep Auckland Council informed of activities undertaken by volunteers on parks and reserves, SEAs and halo land through at least quarterly reporting to the Community Park Ranger and the Local Board including volunteer hours, health and safety issues, and the outcomes for the local environment

5. share information working progressively toward data standards and a shared data repository

6. work with Auckland Council and its Representatives to develop and implement best practice and continue to improve restrictions on access to areas subject to park closures, on phytosanitary standards and any other biosecurity issues.
<table>
<thead>
<tr>
<th>9. Fundraising</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. The purpose of fundraising is to enable the achievement of the vision and leverage additional funding.</td>
</tr>
<tr>
<td>2. PFK will make any application for funding or sponsorship for activities on local parks and reserves consistent with the shared vision with Auckland Council.</td>
</tr>
<tr>
<td>3. Auckland Council will, where appropriate, provide letters of support for third party funding applications submitted by PFK provided the applications are in accordance with the joint annual plan and/or agreed longer term objectives.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>10. Scope and Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. This MoU is effective for a period of five years from the date of last signing. The parties may renew this MoU for a further term of 3 year by written agreement.</td>
</tr>
<tr>
<td>2. Either party may request a review of this MoU before the five-year review.</td>
</tr>
<tr>
<td>3. The Kaipātiki Local Board will request a review of The MOU at the end of five years with a view to renewal notwithstanding any extensions.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>11. Dispute resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. If a dispute or issue under or in relation to this MOU arises, the affected Party will promptly notify the other Party of the details of the dispute.</td>
</tr>
<tr>
<td>2. Promptly after receiving notice of a dispute or issue, the Parties will attempt to resolve the dispute or issue through good faith negotiations on a without prejudice basis.</td>
</tr>
<tr>
<td>3. Where the Parties are unable to resolve any dispute, either Party may terminate this MoU on providing three (3) week’s written notice to the other party.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>12. Review of relationship</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. This MOU will be reviewed annually.</td>
</tr>
<tr>
<td>2. The Relationship Manager will arrange review meetings to:</td>
</tr>
<tr>
<td>• assess the health of the relationship and the effectiveness of its intention to progress toward common and individual objectives</td>
</tr>
<tr>
<td>• identify any difficulties parties are experiencing, or other matters parties want to discuss with a view to solving them.</td>
</tr>
</tbody>
</table>
| 13. General | 1. Both parties acknowledge and agree that this MoU merely states the understandings of the parties. Nothing in this MoU  
- binds either party to funding or resource allocation  
- creates any relationship of agency, partnership, joint venture, trust or employment between the parties; and/or  
- creates or imposes any other legally binding obligations or liabilities on either party or any of their respective officers, employees, agents and/or advisors. |

**Glossary**

- **PKF** - Pest Free Kaipātiki Restoration Society (Inc)
- **KLB** - Kaipātiki Local Board
- **MOU** - Memorandum of Understanding
- **RIMU** - Research Investigation and Monitoring Unit
- **CEU** - Community Empowerment Unit
Te take mō te pūrongo  
**Purpose of the report**

1. An opportunity is provided for the Kaipātiki Local Board Chairperson to update members on recent activities, projects and issues since the last meeting.

**Ngā tūtohunga**  
**Recommendation/s**

That the Kaipātiki Local Board:

a) note the chairperson’s report.

**Ngā tāpirihanga**  
**Attachments**

There are no attachments for this report.

**Ngā kaihaina**  
**Signatories**

<table>
<thead>
<tr>
<th>Authors</th>
<th>Jacinda Short - Democracy Advisor - Kaipatiki</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Eric Perry - Relationship Manager</td>
</tr>
</tbody>
</table>