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

**Date:** Wednesday, 11 December 2019  
**Time:** 11:00am  
**Meeting Room:** Papakura Local Board Chambers  
**Venue:** Level 1, Papakura Service Centre, 35 Coles Crescent, Papakura

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**Pukekiwiriki Paa Joint Management Committee**

**OPEN AGENDA**

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**MEMBERSHIP**

Chairperson: Karen Wilson  
Deputy Chairperson: Brent Catchpole  
Members: Member Gavin Anderson, Member Felicity Auva’a, Member George Hawkins, Member Gabriel Kirkwood, Member Keven Mealamu, Member Ted Ngataki, Member Jan Robinson, Member Sue Smurthwaite, Member Martin Te Moni, Member Edith Tuhimata

(Quorum 6 members)

---

**Paula Brooke**  
**Democracy Advisor**

5 December 2019

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

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**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 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 Pukekiwiriki Paa Joint Management Committee:

a) confirm the ordinary minutes of its meeting, held on Wednesday, 27 March 2019, as true and correct.

4 Petitions

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

5 Public Input

Standing Order 7.7 provides for Public Input. Applications to speak must be made to the Governance Advisor, in writing, no later than one (1) clear working day prior to the meeting and must include the subject matter. The meeting Chairperson has the discretion to decline any application that does not meet the requirements of Standing Orders. A maximum of thirty (30) minutes is allocated to the period for public input with five (5) minutes speaking time for each speaker.

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

6 Local Board Input

Standing Order 6.2 provides for Local Board Input. The Chairperson (or nominee of that Chairperson) is entitled to speak for up to five (5) minutes during this time. The Chairperson of the Local Board (or nominee of that Chairperson) shall wherever practical, give one (1) day’s notice of their wish to speak. The meeting Chairperson has the discretion to decline any application that does not meet the requirements of Standing Orders.

This right is in addition to the right under Standing Order 6.1 to speak to matters on the agenda.

At the close of the agenda no requests for local board input had been received.

7 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
(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.”
Election of a Chairperson and Deputy Chairperson for the Pukekiwiriki Paa Joint Management Committee

File No.: CP2019/20681

Te take mō te pūrongo
Purpose of the report

1. To appoint a Chairperson and Deputy Chairperson of the Pukekiwiriki Paa Joint Management Committee.

Whakarāpopototanga matua
Executive summary

2. After the 2019 local body elections, a new Papakura Local Board is now in place. It is now appropriate that the chair and deputy be reviewed for the joint management committee as per the Terms of Reference.

3. The Pukekiwiriki Paa Joint Management Committee was established on 30 April 2014, from a Papakura Local Board decision on 29 January 2014 to establish the joint committee and to delegate the local boards Reserves Act powers and responsibilities for Pukekiwiriki Paa Historic Reserve:

4. A Chairperson and Deputy Chairperson was duly elected at the 30 April 2014 Pukekiwiriki Paa Joint Management Committee meeting.

5. The Terms of Reference for the committee was also adopted at the 30 April 2014 Papakura Local Board meeting (see resolution b) above).

   The Terms of Reference state:

   **Chairperson and deputy chairperson:**

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

6. In accordance with Schedule 7, clause 21(5)(b) of the Local Government Act 2002, the Local Board Advisor, Local Board Services on behalf of the Chief Executive, will call for nominations for the Chairperson of the Pukekiwiriki Paa Joint Management Committee.

7. The Pukekiwiriki Paa Joint Management Committee must elect a member to the Chairperson and Deputy Chairperson position in accordance with Schedule 7, Clause 25 of the Act, noting that no member has a casting vote.
Ngā tūtohunga
Recommendation/s
That the Pukekiwiriki Paa Joint Management Committee:

a) elect a Chairperson and a Deputy Chairperson of the Pukekiwiriki Paa Joint Management Committee.

Ngā tāpirihanga
Attachments
There are no attachments for this report.

Ngā kaihaina
Signatories

<table>
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<tr>
<th>Author</th>
<th>Paula Brooke - Democracy Advisor</th>
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<tr>
<td>Authoriser</td>
<td>Jane Aickin - Kaiwhakahaere Te Waka Tai-ranga-whenua</td>
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Update the Terms of Reference for the Pukekiwiriki Paa Joint Management Committee

File No.: CP2019/20685

Te take mō te pūrongo
Purpose of the report
1. To update the Terms of Reference names and attendees and the Chair and Deputy Chair clause for the Pukekiwiriki Paa Joint Management Committee.

Whakarāpopototanga matua
Executive summary
2. The Pukekiwiriki Paa Joint Management Committee was established on 30 April 2014, from a Papakura Local Board decision on 29 January 2014 to establish the joint committee and to delegate the local boards Reserves Act powers and responsibilities for Pukekiwiriki Paa Historic Reserve [PPK/2014/1].

3. The Terms of Reference for the committee was also adopted at the 30 April 2014 Papakura Local Board meeting (see Attachment A to the report entitled ‘Update the Terms of Reference for the Pukekiwiriki Paa Joint Management Committee’).

4. After the 2019 local body elections, a new Papakura Local Board is now in place. It is now appropriate to update the Terms of Reference to reflect the correct names of attendees, being mana whenua members and the Papakura Local Board members.

5. It is also timely to update the Chair and Deputy Chair clause to align with the local body elections whereby an elected member may change.

Ngā tūtohunga
Recommendation/s
That the Pukekiwiriki Paa Joint Management Committee:

a) update the Terms of Reference for the Pukekiwiriki Paa Joint Management Committee as follows:

i) update the names to reflect the current attendees both mana whenua representatives and local board members

ii) update the Chair and Deputy Chair clause to align with the local body elections to read as follows:

‘A Chair and Deputy Chair are to be elected by the committee and hold office for a term of three years. They may also be re-elected for one or more further terms. The Chair and Deputy Chair will be elected at the first meeting of the joint committee following the Auckland Council elections. The Chair and Deputy Chair will continue in their role or until that meeting, unless the members have resigned or vacated their office.

The election of a Chair and Deputy Chair will occur as follows:

- A Chair will be nominated by a majority of mana whenua representatives
- A Deputy Chair will be nominated by a majority of local board representatives
- A staff member of Auckland Council will put the nominees for Chair and Deputy Chair to the joint committee and the committee as a whole will elect these positions.’
更新联合管理委员会的条款

附录

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Pukekiwiriki Paa Joint Management Committee

Terms of Reference

Members:

Papakura Local Board: Bill McEntee
Michael Turner
Graham Purdy
Stuart Britnell
Katrina Winn
Brent Catchpole

Iwi Representatives:
Ngati Tamaoho Ted Ngataki
Ngati Te Ata Willie Brown
Te Akitai Waiohua Karen Wilson
Ngati Whanaunga Nathan Kennedy
Ngati Paoa Johannah Rawiri
Ngai Tai ki Tamaki Dave Beamish

Alternate members:
Ngati Tamaoho Dennis Kirkwood
Ngati Te Ata Karl Flavell
Te Akitai Waiohua David Wilson
Ngati Whanaunga [TBC]
Ngati Paoa Lucy Tukua
Ngai Tai ki Tamaki [TBC]

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

Background:

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

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

One of the Plan’s objectives is to ensure that mana whenua and council work together in partnership to manage the reserve. To give effect to this objective and implement the Plan, Papakura Local Board has established the Pukekiwiriki Paa Joint Management Committee, comprising representatives of the local board and mana whenua. The local board has delegated its Reserves Act powers and responsibilities for the Pukekiwiriki Paa reserve management to the joint management committee.
Purpose:
To implement the visions, principles, goals and objectives outlined in the Plan whilst recognising the integrity and policies of each party, and working together in the spirit of partnership. To exercise delegated powers under the Reserves Act 1977.

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

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

Decision making:
The committee will aspire to make all decisions by consensus.

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

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

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

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

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

Powers may include, but are not limited to:

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

Note: relevant legislation includes but is not limited to:
Local Government Act 2002
Local Government (Auckland Council) Act 2009
Reserves Act 1977
Te take mō te pūrongo
Purpose of the report

1. To approve the concept design for the Pukekiwiriki Paa entrance and the tendering methodology for the Pukekiwiriki Paa walkway upgrade.

Whakarāpopototanga matua
Executive summary

2. The preliminary design including the assessment of environmental effects (AEE) for the walkway upgrade project (stage one) was approved by the Pukekiwiriki Paa Joint Management Committee on 27 March 2019 (PUK/2019/4).

3. Following this approval and review of the design by nominated iwi representatives a resource consent, Heritage NZ Authority and building consent were lodged in August 2019.

4. Once consent approvals are obtained, the project will be tendered based on an agreed tendering methodology. The recommendation is that a direct appointment is made both for the walkway and entrance upgrades. The track upgrade development plan is provided as an attachment to this report (Attachment A to this report)

5. Mana whenua - lead artist, Reuben Kirkwood has been appointed to provide the concept design for an upgraded entranceway including the stair balustrade (stage two).

6. The preliminary concept Te Arawhata design for the stairs balustrade discussed 27 March 2019 is provided as an attachment to this report (Attachment B to this report).

7. The mana whenua lead artist will submit his final designs to the Joint Management Committee 25 September 2019 meeting.

Ngā tūtohunga
Recommendation/s

That the Pukekiwiriki Paa Joint Management Committee:

a) approve the tendering methodology for Pukekiwiriki Paa walkway and entrance upgrades.

b) approve the entranceway concept design detail for Pukekiwiriki Paa entrance upgrade stage two, outlined by the mana whenua lead artist Reuben Kirkwood.

Horopaki
Context

8. At the 27 March 2019 meeting of the Pukekiwiriki Paa Joint Management Committee, the assessment for environmental effects report (AEE), stage one of the walkway upgrade project and the Te Arawhata design concept for the stair balustrade from Red Hill Road to the Paa site, with conditions linked to the construction process, were approved.

9. The resolutions read as follows:
a) approve the assessment of environmental effects for the Pukekiwiriki Paa walkway upgrade, subject to incorporating changes from mana whenua, and delegate to the Chair and Member Edith Tuhimata to confirm these changes.

b) approve Te Arawhata in principle, being the walkway balustrade concept, noting that this needs to be integrated into the entrance design works.

c) request staff to directly appoint a mana whenua lead artist for an upgraded entranceway to Pukekiwiriki Paa.

10. In discussion with the Chair, Edith Tuhimata was delegated the authority to approve any further amendments of the detailed design, construction methodology and the AEE. Some minor changes to the AEE were amended with the approval of Pukekiwiriki Paa Joint Management Committee member Edith Tuhimata.

11. A site visit was undertaken 30 May 2019 that included Alastair Jamieson (Biodiversity Team Manager - Regional) and Edith Tuhimata who reviewed the effects on the Outstanding Natural Feature Overlay and construction methodology prior to lodgement of the AEE.

12. The sentry pou in the original walkway concept design was removed from Stage 1 of the walkway upgrade work to minimise impact of the site following discussion with Edith Tuhimata, 25 June 2019. Reuben Kirkwood will now incorporate the pou in stage 2 of the project which is the entranceway work.

13. The stage one resource consent and building consent were lodged on 29 July 2019 and 21 August 2019 respectively.

14. A pre-application meeting was held with Heritage NZ on 7 August 2019 with Edith Tuhimata, Joseph Milan (project manager) and the project archaeologists (CFG) in attendance.

15. The Heritage NZ responses were documented and the application for Heritage NZ Authority was lodged on 21 Aug 2019. The outcome of these consent applications is anticipated by the end of October 2019. In the intervening period the project manager will develop the procurement strategy.

**Tātaritanga me ngā tohutohu**

*Analysis and advice*

**Walkway upgrade (stage one works) procurement**

16. The construction costs for the walkway upgrade are anticipated to be within the $110,000.00 approved budget.

17. The general procurement practice for a project with the value up to $300,000.00 is that the work is directly awarded to the P-17 Full Facilities Maintenance Contractor (FFM). In this case the P-17 contractor for the Southern Region is Citycare. However, there are exceptions to this procurement rule that allows direct appointment of outside contractors for reasons like specialised services/social procurement where the P-17 suppliers cannot do or to enable better outcomes.

18. In the case of this project, given the site is of high significance to Māori, the project delivery team has worked hard to identify options for Māori economic outcomes/Māori employment as well as to ensure the best protection and respect for the cultural features. This was done by going through the He Waka Eke Noa, a sustainable procurement supply chain facilitator, to seek Māori suppliers who can deliver this project who have required track record.

19. Decisions around procurement for this value of work is normally delegated but, in this case, we are seeking committee direction to provide oversight of decisions that will potentially deliver enhanced outcomes for Māori.

20. Two procurement options were considered:

   a. Direct appointment of a contractor who has experience working in areas of cultural significance. A preferred contractor has been identified for this project. They are part
b. Option two for procurement is a closed tender with weighted attributes. Contractors are invited to tender through this process with a key requirement being experience working in culturally significant areas. There are two recommended contractors who have track upgrade work experience working in culturally significant areas. Both contractors are prequalified with the council.

21. The preferred procurement option approved by the Pukekiwiriki Paa Joint Management Committee will require final authorisation by council’s procurement team.

Waharoa entrance concept development

22. At the 27 March 2019 meeting the Pukekiwiriki Paa Joint Management Committee provided direction to the project manager on key points to consider with this project:
   - the cultural message to be reflected in the design
   - scale and feel of the feature (scope)
   - an appropriate design for this culturally important entranceway.

23. Reuben Kirkwood, mana whenua lead artist has been commissioned to develop the concept plan for stage two of the walkway upgrade, the entrance to Pukekoiwiriki Paa.

24. The design guidelines provided were:
   - The entrance will reflect the significance of the site but also be cognisant of the remote nature and smaller scale of the publicly accessible pā area.
   - The entrance should not give the impression of a destination which has significant capacity.
   - Draft concept design will reflect the approved cultural value assessment.
   - Seating can be explored to provide respite for those who require a place to sit following the climb to the paa site.
   - Explore options that allows for integration of a pou.

25. The draft entranceway concept design will be presented for discussion and approval, subject to any requested changes.

26. Following concept design approval, the entrance project will progress to engineering and consenting work, following a similar process as in Stage one of the walkway upgrade.

27. It is recommended that the committee nominate an iwi representative to work with the project manager during the detailed design and consenting stage for the entrance.

Waharoa entrance (stage two works) procurement

28. Procurement options are the same as is outlined above for the walkway which is:
   - Option one – Direct appointment
   - Option two – Closed tender with weighted attributes.

Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera Council group impacts and views

29. The track and entranceway project upgrades are being managed by Community Facilities with input from the Parks, Sports and Recreation, Infrastructure and Environmental Services and Heritage departments. All groups are comfortable with the proposed designs, which are considered to be fit for purpose and appropriate for this site of cultural and amenity significance.
Local impacts and local board views

30. The Pukekiwiriki Paa Joint Management Committee has been established to address site development and maintenance issues in a co-governance partnership between the local board and mana whenua.

31. The proposed works will provide improved access for all visitors to the site plus improved interpretation and amenity that reflect the site’s heritage and cultural significance. These site improvements will make the visitor experience more rewarding, fulfilling and enjoyable.

Māori impact statement

32. The Pukekiwiriki Paa Joint Management Committee is a co-governance entity with five mana whenua actively participating in the governance of the site. Through this committee these five mana whenua representatives guide Council to protect the rich Māori values of this culturally significant landscape and uphold the mana of iwi that have association with the pā.

33. Given the unique nature of the management committee and the high values of the pā site Council staff have been careful to ensure that the committee is directly involved, through workshops, site visits and reports, in all aspects of this project and have been able to carefully consider detailed options about any proposed changes to the management of the development site. The project is therefore led by mana whenua in partnership with council to ensure the aspirations of mana whenua are upheld.

Financial implications

34. It is anticipated that the pricing for the delivery of stage one works (walkway upgrade) will reflect the available approved funding of $110,000.

35. The stage two development which includes the design and construction of the entranceway into Pukekiwiriki Paa Reserve is estimated to cost $135,000.00 including a contingency.

Risks and mitigations

36. The overarching risks identified in this report are associated with ensuring design, procurement and construction are aligned with mana whenua values. The joint management structure is set up to ensure that mana whenua values and concerns are reflected in the design and construction methodology and the delivery of maintenance works at the site.

Next steps

37. Following approval of the procurement process and obtaining necessary consent approvals tendering can commence on the walkway upgrade. Updates will be provided to the committee before works commence on the track and cultural monitoring will be agreed at that time.

38. Following the approval by the committee for the final mana whenua lead artist concept plan for stage two the consenting and procurement process for the development of the Pukekiwiriki Paa entranceway will be initiated.
Ngā tāpirihanga
Attachments

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Ngā kaihaina
Signatories

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<tr>
<th>Author</th>
<th>Authorisers</th>
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<tbody>
<tr>
<td>Greg Lowe - Parks and Places Specialist (Parks Services)</td>
<td>Jane Aickin - Kaiwhakahaere Te Waka Tai-ranga-whenua</td>
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<td>Mace Ward - General Manager Parks, Sports and Recreation</td>
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Attachment B

Item 10

TE ARAWHATA

THIS CONCEPT REFLECTS ON THE MĀORI PRACTICE OF USING LADDERS AND PLATFORMS TO ACCESS AND PROTECT LEVELS OF PĀ AND KĀNGA. THE CONTRASTING RED-STAINED TOWATA ACKNOWLEDGES THE TANGATA WHENUA WHILE THE DARKER STAIN REPRESENTS THE WHENUA.
Ecological restoration programme for Pukekiwiriki Pā

File No.: CP2019/20658

Te take mō te pūrongo
Purpose of the report
1. To agree on the next steps for the future ecological restoration programme for Pukekiwiriki Pā.

Whakarāpopototanga matua
Executive summary
2. The Pukekiwiriki Pā Joint Management Committee (committee) have previously received a full Ecological Restoration Plan dated August 2013 by Treeline consultants.

3. On 1 December 2014 the committee resolved to:
   a) approve the Pukekiwiriki Pā Ecological Restoration Plan as outlined in this report with the amendments as follows:
      i) eco sourced plants be used.
      ii) removal of the southern macrocarpa subject to an agreed methodology of removal.
      iii) all natural materials to remain on site and where ever possible utilised in the ongoing preservation of the site.
      iv) contractor to undertake two-year maintenance period on all ecological works.

4. Following that meeting, investigation into the methodology for these works resulted in two critical changes to the work programme. The first was to agree, in August 2016, to retain the macrocarpa without significant trimming "noting the importance of the tree to the stability of the site and significance to mana whenua". The second was to remove all ecological works from the resource consent application and assessment of environmental effects and progress with works on the upper pā site that did not require a resource consent and did not utilise foliar spray.

5. Since that time Wildlands, an Auckland Council ecological restoration specialist who have been inducted onto site, have hand removed woody weeds from the upper pā site including defensive the trench. They have stump painted weeds with herbicide where these weeds are liable to re-grow. They have hand removed all weed material from site and have carried out follow up visits.

6. Wildlands have reviewed the Treeline consultants ecological plan. They have mapped the ecological areas described in this plan – see attached aerial. They have also put forward a work programme for each of these management units. The work programme is to be discussed at a workshop on 25 September 2019. Following the workshop direction will be sought from the committee.

Ngā tūtohunga
Recommendation/s
That the Pukekiwiriki Pā Joint Management Committee:

a) provide direction on the future ecological restoration work programme.
Ngā tāpirihanga
Attachments

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Ngā kaihaina
Signatories

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