Whitireia Park Board

Friday 22 August 2025 at 9.30am

Titahi Golf Club, Gloaming Hill, Titahi Bay, Porirua

Members

Jenny Ngarimu (Chair)

Quentin Duthie Chris Kirk-Burnnand Hikitia Ropata Sharli-Jo Solomon

Caleb Ware

Whitireia Park Board

Friday 22 August 2025, 9.30am

Titahi Golf Club, Gloaming Hill, Titahi Bay, Porirua

Public Business

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Please note these minutes remain unconfirmed until the Whitireia Park Board meeting on Friday 22 August 2025

Public minutes of the Whitireia Park Board meeting on Friday 6 June 2025

Titahi Golf Club Gloaming Hill, Titahi Bay, Porirua, at 9.36am

Members Present

Jenny Ngarimu (Chair) Quentin Duthie Hikitia Ropata Caleb Ware

Karakia timatanga

The Board Chair invited Quentin Duthie to open the meeting with a karakia timatanga.

1 Whakawhanaungatanga

Everyone present at the meeting introduced themselves.

2 Apologies

Moved: Hikitia Ropata / Quentin Duthie

That the Board accepts the apology for absence from Chris Kirk-Burnnand and Sharli-Jo Solomon.

The motion was carried.

3 Declarations of conflicts of interest

There were no declarations of conflicts of interest.

4 Public participation

There was no public participation.

5 Confirmation of the Public minutes of the Whitireia Park Board meeting on 28 February 2025

Moved: Hikitia Ropata / Quentin Duthie

That the Board confirms the Public minutes on the Whitireia Park Board meeting on 28 February 2025.

The motion was carried.

6 Whitireia Park Board Finance Report - Quarter Three

Moved: Caleb Ware / Quentin Duthie

That the Board:

- 1 Receives the report.
- 2 Notes that:
 - a Income has been received from 1 July 2024 to 31 March 2025:
 - \$4,125 from Titahi Bay Golf Club for lease of the land
 - \$2,001 Gross Interest
 - b Total costs from 1 July 2024 to 31 March 2025 were:
 - \$412.5 for the GST payment
 - \$40 for Bank Fee Auditor Confirmation
 - The BNZ Bank account balance as at 31 March 2025 was \$84,326.86.

The motion was carried.

7 Whitireia Park Board Operations Update

Jeremy Paterson, Team Leader Western Parks, spoke to the report.

Moved: Quentin Duthie / Hikitia Ropata

That the Board:

- 1 Receives the report.
- 2 Notes the content of the report.
- 3 Approves permission for a short film to be filmed at Kaitawa Point.
- 4 Approves the Department of Conservation to remove six raukawa geckos from the Park; to be euthanised for the purpose of research into toxin bioaccumulation, proposal in Attachment 2.
- 5 Approves permission for PCC to install signage as described in Attachment 3.
- Approves permission for Te Runanga o Toa Rangatira to hold a Matariki Hautapu ceremony at the Whitireia Maunga, proposal in Attachment 4.

The motion was carried.

Noted: The Board and officers discussed a motion that was carried at the 28 February 2025 meeting, noted below:

That the Board: Requests a Board strategy workshop with Ngāti Toa, Greater Wellington, and community groups to explore evidence-based restoration direction for the Park.

The actions from the above motion were clarified as follows:

- The Board will coordinate with Ngāti Toa to decide whether an independent facilitator should be engaged for the workshop (contact with Ngāti Toa to be led by Caleb Ware).
- 2. Greater Wellington staff to:
 - recommend facilitators suitable to help, provided that (1) is completed by the Board and Ngāti Toa is supportive of engaging a facilitator.
 - prepare for an environment restoration-focused workshop with Board members, Ngāti Toa staff, Greater Wellington staff and the Whitireia Park Restoration Group.
 - c. gather a summary of environmental restoration mahi undertaken to date compared against the direction of the current Park Management plan.
- Noted that the output of this workshop is expected to be a report that can inform both incoming Board members and Ngāti Toa Rangatira in the ongoing management of the Park and in the future review of the Reserve Management Plan.

8 Restoration Group 20th Anniversary Recognition

Jeremy Paterson, Team Leader Western Parks and David Boone, Manager Ecosystems and Community, spoke to the report.

Moved: Caleb Ware / Hikitia Ropata

That the Board:

- Receives the report.
- 2 Notes the content of the report.
- 3 Approves the expenditure of \$750 for kai for the barbecue.

The motion was carried.

9 Whitireia Park Restoration Group Report [For Information]

Robyn Smith, Whitireia Park Restoration Group Coordinator, spoke to the report.

Noted: Jordan Clear and Ashleigh Sagar will liaise with Porirua City Council about getting a sign installed at Onepoto Estuary to educate users about protecting the wildlife.

Karakia whakamutunga

	Board kamutu		invited	Quentin	Duthie	to	close	the	meeting	with	а	karakia
The	The public meeting closed at 11.49am.											

J Ngarimu

Chair

Date:

Whitireia Park Board 22 August 2025



WHITIREIA PARK BOARD FINANCE REPORT – QUARTER FOUR

Te take mō te pūrongo Purpose

 To present to the Whitireia Park Board (the Board) the management accounts for the year ended 30 June 2025. The results are unaudited and may be revised following the completion of the external audit.

He tūtohu

Recommendations

That the Board:

- 1 Receives the report.
- 2 Notes that:
 - a Income has been received from 1 July 2024 to 30 June 2025:
 - \$5,500 from Titahi Bay Golf Club for lease of the land
 - \$2,001 Gross Interest
 - b Total costs from 1 July 2024 to 30 June 2025 were:
 - \$825 for the GST payment
 - \$40 for Bank Fee Auditor Confirmation
 - c The BNZ Bank account balance as at 30 June 2025 was \$85,908.11.

Ngā āpitihanga Attachments

Number	Title
1	Whitireia Park Board Financial Statements – Q4

Ngā kaiwaitohu Signatories

Writer	Athirah Zaradi – Assistant Reporting Accountant
Approvers	Jack Mace – Director, Delivery Environment Group
	Lian Butcher – Group Manager Environment Group

Attachment 1 to Report WPB Financial Statements

Whitireia Park Board Statement Comprehensive Revenue and Expense for the period 1 July 2024 to 30 June 2025

			GW Entries	GW Entries
	2023/24	2024/25	2023/24	2024/25
	Full Year	Full Year	Full Year	Full Year
Income	\$	\$	\$	\$
Water Rates	-	-	7,309	10,146
Lease	5,500	5,500	-	-
Interest	1,934	2,001	-	-
GWRC		-	209,043	204,055
Total Income	7,434	7,501	216,352	214,201
Less Expenditure	\$	\$	\$	\$
Water rates expense	-		7,850	11,875
Sundry	40	40	-	-
Depreciation Expense	1,676	1,676	_	
Project Materials	-	-	40	10,363
Printing	-	-	712	368
Stationery	-	-	-	663
Postage & Couriers	-	-	427	-
Property Rates	-	-	-	1,733
Security	-	-	8,778	3,100
Cleaning & Toiletrie	-	-	10,088	11,111
Advertising	-	-	518	-
Settlement-Materials & Supplies	-	-	-	8,826
Contractors - Labour	-	-	61,375	30,123
Contractors - Machin	-	-	2,550	30,700
Contractors - Constr	-	-	25,421	522
Contractors - Facili	-	-	-	-
GWRC Vehicle Costs	-	-	-	-
Training	-	-	-	6,066
GWRC Staff Time		-	98,592	98,752
Total Expenditure	1,716	1,716	216,352	214,201
Net Surplus / (Deficit)	5,718	5,785		-

Attachment 1 to Report WPB Financial Statements

Whitireia Park Board Balance Sheet as at 30 June 2025

		GW Entries 30 June
	30 June 2024	2025
FUNDS AND RESERVES		
Accumulated Funds	77,244	82,962
Net Surplus (Deficit)	5,718	5,785
TOTAL FUNDS AND RESERVES	82,962	88,747
Represented By:		
CURRENT ASSETS		
Current Account	78,448	85,908
Sundry Debtors	82	82
GST Receivable		-
Total Current Assets	78,530	85,990
Fixed Assets	285,806	285,806
Accumulated Depreciation	(281,531)	(283,207)
Total Fixed Assets	4,275	2,599
Total Assets	82,804	88,589
CURRENT LIABILITES		
GST Payable	(198)	(198)
Sundry Creditors	40	40
Total Current Liabilites	(158)	(158)
Total Liabilites	(158)	(158)
NET ASSETS	82,962	88,747

Whitireia Park Board 22 August 2025



WHITIREIA PARK RESTORATION GROUP REPORT AUGUST 2025

Te take mō te pūrongo Purpose

1. To update the Whitireia Park Board (the Board) on the works undertaken by the Whitireia Restoration Group.

25 Year Anniversary Celebration

- 2. Our 25th anniversary celebration was a great success and we were very lucky to get a beautiful fine day with light wind.
- 3. Special thanks to Jordan Clear and John Tesoriero, Greater Wellington rangers, who along with other staff from Greater Wellington events set up the gazebo and made toasted sandwiches and bacon butties to go with the superb tomato soup made by Sharli-Jo.
- 4. Members of the Board, Jenny Ngarimu (Board Chair), Hikitia Ropata and Quentin Duthie, all provided great support.



Image 1

- 5. Thanks to Maikara Thorpe for the karakaia, and Jennie Smeaton, and Luke Barnsley from Ngāti Toa for your hard work.
- 6. We had a fantastic turn out of original and new members and the wider community come and celebrate. We estimate almost 100 people were there and we planted

- 1,200 plants, mainly in the area which was burned in the summer of 2024, in $2\!\!\:^1\!\!\!/_2$ hours.
- 7. Our display of photos over the past 20 years, especially the before and after photos were a great illustration of how much community support we get.



Image 2: Robyn, Rob. Angus and Sharli-Jo



Image 3: Hikitia Ropata



Image 4: Jordan, Sharli-Jo, John, Kathleen and Jenny cooking lunch

Predator Control

- 8. Because we have two pair of mātātā fernbird in Onepoto Bay, we have increased rat control in the area. Five additional Victor rap traps and five additional Sentry bait stations have been added in the area. Thanks to Greater Wellington for providing the traps.
- 9. Trap catches from 1 May to 31 July:
 - a Rats 35
 - b Hedgehogs 2
 - c Mice-5
 - d Other-2

Wellington Airport Regional Community Awards



Image 5: Angus Hulme-Moir and Rob Stratford at the Wellington Airport Regional Community Awards

- 10. Whitireia Park Restoration Group won the Porirua final of the Environment and Heritage category for Porirua in the Wellington Airport Regional Community Awards for 2025.
- 11. A short film of the group's work, filmed on 14 August, will go towards judging of the regional final in November.

Threatened Plants

Liptinella nana

12. The new site to plant some plugs is ready and we hope to plant next week. I have grown a small tray and will cut up into squares to plant in various parts of the gully.



Image 6: Liptinella nana

Nau, Leoidiun Oleraceum, Cook's Scurvy Grass

- 13. Nau, is extinct in the wild of the Wellington Region. It loves friable, nutrient rich soils associated with seabird nesting areas. I found some lovely deep pockets of soil just off the spur where the tarāpunga nest and where they will get some liquid fertiliser every time it rains during the breeding season.
- 14. Nau is very difficult to re-establish in the wild. They seem to thrive for a few years and then die out. Perhaps if they are in an area where there is no competition for light from grass, such as this site, they will self-seed. An annual visit to monitor the plants and weed around them would be very beneficial.



Image 7: Nau, Lepidium Oleraceum

Tarāpunga red-billed gull nesting colony

- 15. It looks like some of the tarāpunga, red-billed gulls, will start nesting shortly. I climbed down the main spur where they nested last year and cut, and stump pasted lots of boneseed, boxthorn and purple ragwort which had grown to the size of small shrubs since the chicks fledged last December and January. Guano is great fertiliser.
- 16. Gulls like to nest in open areas as shrubs hide predators so keeping the area clear of large weeds is essential. The gulls also don't realise we have lots of predator traps on the escarpment which are cleared regularly by a fantastic team of trap checkers.
- 17. Apart from one gull who kept its eye on me from above, the rest retreated to a rock stack and another spur while I worked. Once I left, they came back to the spur, arguing over who's got the best spot.
- 18. Only a small proportion of those who nested last year are beginning to pair off now. I have read a study of tarāpunga which indicated older birds breed first followed by younger birds. The older larger birds are also more successful breeders than the younger birds.



Image 8: Spur with boneseed prior to removal

Sign at Onepoto estuary

19. I have permission from friends who are bird photographers to use their photos for a sign. I haven't had time to sort out the photos but will do that in the next few weeks.

Planting sites 2026

20. We are currently working on our planting plans for 2026.

Volunteer hours

Month	Trapping	Site prep	Planting	Maintenance	Promotion/admin
1 May –					
31 July	36	30	373	19	27

Ngā kaiwaitohu Signatories

Writers	Chris Gibbons, Rob Hughes, Angus Hulme-Moir, Robyn Smith, Robert
	Stratford, Nick Hartley, Mike Jacobson, Niki Edwards, Lisa Casasanto,
	Edmund Stephen-Smith.

Whitireia Park Board 22 August 2025



WHITIREIA PARK BOARD OPERATIONS REPORT - AUGUST 2025

Te take mō te pūrongo Purpose

1. To update the Whitireia Park Board (the Board) on operational management of the park.

Park Ranger Update

Restoration group 20th anniversary

2. The Whitireia Restoration Group's 20th anniversary was successfully held on 20 of July. The event was run in conjunction with Greater Wellington, Te Rūnanga o Toa Rangatira and Board members. Approximately 100 attendees took part in the celebration, planting 1,200 trees.

Whitireia Restoration workshop

- 3. Rangers have begun planning for the restoration workshop requested by the Board. Rangers are working with Ngāti Toa to recommend facilitators.
- 4. Preparation for the workshop has focussed on gathering a summary of environmental restoration mahi undertaken to date compared against the direction of the current Park Management plan.

Whitireia Park capital expenditure update

- 5. Greater Wellington has confirmed funding for the replacement of the Onehunga Bay toilet through its 2025/26 Annual Plan. Toilet replacement project planning has commenced.
- 6. Greater Wellington responded to the Park Board on 30 July 2025 confirming that the Board is responsible for funding any significant future capital expenditure, not Greater Wellington. At this stage, Rangers are not aware of any other significant capital expenditure requirements within the Park in the next five years.

Kaimahi Ranger

7. Greater Wellington has agreed to provide funding to Te Rūnanga o Toa Rangatira to employ a new Kaimahi Ranger role part-time (0.2 FTE). The role's funding is confirmed for two years and is expected to start before year-end.

8. The 2025/26 Draft work programme is set out below:

Activity	Funding
Mowing	\$30,000
Toilet cleaning	\$10,000
Toilet supplies	\$2,000
Security	\$2,000
Ranger supplies	\$2,500
Annual fire break mowing	\$6,000
Septic Tank Maintenance	\$300
Road repairs	\$5,000
Whitireia restoration group support	\$8,000
Key Native Ecosystem top up from parks budget	\$5,000
Revegetation burnt area	\$15,000
KNE – weed control in priority areas	\$29,700
KNE - predator trapping materials & support of WPRP	\$3,470
KNE - surveillance for and control of pest animals	\$2,650
Toilet replacement, Onehunga Bay	\$400,000
	\$521,620

Key Native Ecosystem biodiversity management

Removal of lizards

9. Six Raukawa geckos will be euthanised after being removed from the park for the purpose of toxin bioaccumulation research. The Department of Conservation (DOC) is expecting to collect the geckos in September/October this year.

Pest animal control

- 10. Pest animal control is ongoing in the key native ecosystem (KNE) site and across the rest of the park. The group of pest control volunteers continue to operate the network of traps and bait stations. They are currently planning to intensify control in Te Onepoto Estuary area as it is suitable habitat for mātātā / fernbird and two pairs have been observed there. Greater Wellington is grateful for the effort that the group puts into this mahi.
- 11. Greater Wellington carried out a night-time survey of the park for pest animals in July. No pests of any type were observed not even a cat The sound of a penguin growling was heard in scrubby vegetation on the coast. These night-time surveys are carried out quarterly and are aimed at keeping the park free of possums, hares and rabbits and reducing hedgehog numbers.

Weed control

- 12. Te Rūnanga o Toa Rangatira and Greater Wellington staff will soon plan weed control actions to be undertaken this summer. These will be in line with our two main focuses of:
 - Protecting areas of highest biodiversity values coastal escarpments, wetlands and dunes. Suppressing highly invasive species such as Liquorice Plant, Climbing Asparagus, Spanish Heath and Japanese Honeysuckle across the park to reduce invasion into the KNE site.
- 13. Last year's control works reinforced concern about the spread of Liquorice Plant and Climbing Asparagus across the park. An aerial survey of the remnant forest and surrounding regenerating and planted bush found far more Liquorice Plant than expected. Control work on Climbing Asparagus encountered far larger and dense infestations than anticipated. A large proportion of this year's budget will be used to continue controlling these species.
- 14. Staff are planning to work with the golf club this year to control a very large infestation of Japanese Honeysuckle located on the edge of the course which is likely to be the origin of many plants of the species that have emerged in the park.

Planting preparation

- 15. Greater Wellington and the Restoration Group are planning and preparing the sites for next winter's planting season. This will conclude the multi-year planting project towards the headwaters of Te Onepoto stream.
- 16. Volunteer work for the Te Onepoto stream planting has been funded by the Greater Wellington Porirua Community Environment Fund, not Park maintenance funds.

Updating the Key Native Ecosystem operational plan

- 17. An update of the Key Native Ecosystem operational plan for the Whitireia Coast KNE site will be completed this year. The KNE operational plan outlines actions planned to protect and restore areas containing high biodiversity values in the park and south towards Titahi Bay over the next 5 years.
- 18. It is expected to have a draft ready to provide to the Board at the next board meeting in December. Given local elections and potential change to Board membership, staff will workshop the KNE review as required at the December meeting.

Park permissions applications

- 19. Rangers have received a permit application from a consultancy to collect Microlaena stipoides seed from within the Park.
- 20. Microlaena stipoides (common name, rice grass. Te reo common name, unknown) is proposed for use at the Porirua Wastewater tank project site to provide lizard habitat as part of site remediation.
- 21. Impact on the grass species from within the Park is expected to be minimal. Approximately one kilogram of seed will be collected. This will have a less than minor impact on the surrounding plants in the park.

22. With minimal ecological impact on park vegetation, and the proposed use being to create/enhance lizard habitat, a recommendation is contained in this report for the Board to approve the permit application.

He tūtohu

Recommendations

That the Board:

- 1 Receives the report.
- 2 Notes the content of the report.
- 3 Approves the 2025/26 operational work plan.
- 4 Approves the permit application to collect Microlaena stipoides seed from within the Park.

Ngā āpitihanga Attachments

Number	Title
1	Action items from previous Whitireia Park Board meetings

Ngā kaiwaitohu Signatories

Writers	Jordan Clear – Whitireia Park Ranger			
	Jeremy Paterson – Western Parks Team Leader			
	Kim Broad – Senior Advisor, Environment Restoration			
	David Boone – Manager, Ecosystems & Community			
Approvers	Jack Mace – Director Delivery			
	Lian Butcher – Group Manager Environment			

Date	Action item	Status and comment
30 August 2024	Whitireia Park Restoration Group Report – May to 31 July 2024	Status: In progress
	Noted: The Board requested that Greater Wellington staff initiate conversations with Radio NZ to address weeds at the Radio NZ site.	Comment: Officers have met with Ngāti Toa and the Whitireia Restoration Group to better understand the issue. A site visit has been organised. Officers are not sure if RNZ is willing to do anything in this space.
30 August 2024	Whitireia Park Restoration Group Report – May to 31 July 2024	Status: in progress
	Noted:	Comment: Update in operations report May 2025
	The Board discussed arranging a celebration for the Whitireia Park Restoration Group volunteers next year to thank them for their mahi and celebrate the Group's 20 year anniversary.	meeting.
30 August 2024	Whitireia Park Board Operations Report – August 2024	
	Noted: The Board requested that Greater Wellington staff identify in the annual operational and capital budgets what activities can be met from the Board accounts.	Comment: Officers are currenting looking at different projects that could be funded.
	Noted : The Board requested Greater Wellington staff organise a site visit to Kaitawa Point to see placement options for the bollards.	Status: in progress

		Comment: Officers have contacted lwi representatives regarding a site visit to review the placement of the bollards discussed.
1 November 2024	Whitireia Park Restoration Group Report [For Information] Noted: The Board requested that it be advised of the number of traps used in the Park.	Comment: Excluding the traps and stations that the restoration group operate in their escarpment lizard protection project, there are 122 traps and 39 bait stations in the park. The traps consist of rat, mustelid, hedgehog and possum traps. All are operated by the restoration group.
1 November 2024	Whitireia Park Board Operations Report - November 2024 Noted: The Board requested:	
	that the fire management plan for this season be recirculated to members.	
		Comment:
		A park specific fire management plan is still in development. For now, Rangers are using standardised activity controls similar to other parks when dry conditions trigger controls being put in place.
	that officers follow up with Wellington Electricity to	Status: Completed
	confirm that remedial action has been taken on the	
	power lines within the Park.	Comment:

		Greater Wellington met with a representative from
		Wellington Electricity, Remedial action was taken
		following the fire, fire investigators concluded that
		there was no issue with the power lines.
28 February 2025	Whitireia Park Restoration Group Report [For Information]	
	The Board requested:	
	a report to the next meeting on options to celebrate the 20 th anniversary of the Whitireia Park Restoration Group, including resourcing and funding for an event.	Status: Completed
		Comment:
		The 20 th Anniversary celebration to be held at the first planting event for the season. Greater Wellington and Whitireia Park Restoration Group to work together to make this event a success.
	a report to a future meeting on the request for a study	Status: Completed
	into bioaccumulation of toxins used to control pests in	
	Whitireia Park mokomoko.	
		Comment:
		Department of Conservation research proposal sent to
		board members and resolution requested in May 2025
		broad meeting (see points 15-17 in report and
		Attachment 2)
6 June 2025	Whitireia Park Board Operations Update [For	Status: In Progress
	Decision]	Comment:

Noted: The Board and officers discussed a motion that was carried at the 28 February 2025 meeting, noted below:

That the Board: Requests a Board strategy workshop with Ngāti Toa, Greater Wellington, and community groups to explore evidence-based restoration direction for the Park.

The actions from the above motion were clarified as follows:

- The Board will coordinate with Ngāti Toa to decide whether an independent facilitator should be engaged for the workshop (contact with Ngāti Toa to be led by Caleb Ware).
- 2. Greater Wellington staff to:
 - recommend facilitators suitable to help, provided that (1) is completed by the Board and Ngāti Toa is supportive of engaging a facilitator.
 - b. prepare for an environment restoration-focused workshop with Board members, Ngāti Toa staff, Greater Wellington staff and the Whitireia Park Restoration Group.
 - c. gather a summary of environmental restoration mahi undertaken to date

Rangers have begun organising the restoration workshop.

	compared against the direction of the current Park Management plan.	
	3. Noted that the output of this workshop is expected to be a report that can inform both incoming Board members and Ngāti Toa Rangatira in the ongoing management of the Park and in the future review of the Reserve Management Plan.	
6 June 2025	Whitireia Park Restoration Group Report [For Information]	Status: Not Started Comments:
	Noted: Jordan Clear and Ashleigh Sagar will liaise with Porirua City Council about getting a sign installed at Onepoto Estuary to educate users about protecting the wildlife.	