

7 February 2014

## **Whitireia Park Board**

Order Paper for the meeting to be held in the Puna Ora meeting room  
26 Ngatitua Street, Takapuwahia, Porirua on:

**Friday, 14 February 2014 at 10.00am**

### **Membership of Board**

Jenny Brash  
Nigel Wilson

Barbara Donaldson (Chair)

Manu Katene  
Reina Solomon

Taku Parai

# Whitireia Park Board

Order paper for the meeting to be held on Friday, 14 February 2014 at 26 Ngatitoa Street, Takapuwahia, Porirua City at 10.00am

## Public Business

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SUBJECT        **Whitireia Park Board minutes**  
WHEN            Friday, 22 November 2013 at 3.38pm  
WHERE          Titahi Bay Golf Club, Gloaming Hill Road, Titahi Bay, Porirua

**Present**

Jenny Brash            Barbara Donaldson (Chair)            Nigel Wilson (from 3.48pm)  
Reina Solomon

**Karakia**

Reina Solomon opened proceedings with a karakia.

Lynell Huria, President, Titahi Bay Golf Club, welcomed the Board.

1    **Apologies**

There were no apologies. Barbara Donaldson advised that Manu Katene has resigned from his Board appointment.

2    **Conflicts of interest**

There were no declarations of conflict of interest.

3    **Public participation**

There was no public participation.

4    **Confirmation of Minutes**

*Moved*

*(Solomon / Brash)*

*That the Board confirms the minutes of the meeting of 6 September 2013.*

The motion was **CARRIED**.

Noted: Jenny Brash requested that copies of the Whitireia Park brochure be sent to the Mayor and Councillors of Porirua City Council.

5 **Updated agency agreement**

*Moved*

*(Brash / Solomon)*

*That the Board:*

- 1. Receives the report.*
- 2. Notes the contents of the report.*
- 3. Approves the amendment to the Agency Agreement set out in section 3 of this report.*
- 4. Authorises the Chair of the Board to sign an updated version of the Agency Agreement of behalf of the Board.*

The motion was **CARRIED**.

6 **Appointment of ranger**

*Moved*

*(Donaldson / Brash)*

*That the Board:*

- 1. Receives the report.*
- 2. Notes the content of the report.*
- 3. Authorises the appointment of Gary Wheaton as an unpaid officer of the Board under section 53(1)(l) of the Reserves Act 1977 with authority as an officer of the Whitireia Park Board to exercise the powers conferred by section 93 of the Reserves Act 1977.*
- 4. Authorises the Chairperson of the Board to sign a Letter of Identification authorising the appointment.*
- 5. Rescinds the appointment of Simon Griffin as an unpaid officer of the Whitireia Park Board.*

The motion was **CARRIED**.

7 **Work programme update**

The Board noted that various matters contained in the update were observed during the tour of Whitireia Park following the Board's previous meeting. Wayne Boness, GWRC Principal Ranger (Western) advised that the draft Key Native Ecosystem Plan for the park would be available from next week, with feedback being open until mid-February. The gate at

Onepoto Bay should be installed prior to Christmas, pending the outcome of legal advice being sought by Porirua City Council.

*Moved*

*(Solomon / Brash)*

*That the Board:*

- 1. Receives the report.*
- 2. Notes the contents of the report.*

The motion was **CARRIED**.

#### 8 **Audit of Whitireia Park Board for the year ended 30 June 2013**

The Board requested that details of Porirua City Council's financial contribution or contribution in-kind be referenced in the financial reports to the Board.

*Moved*

*(Wilson / Brash)*

*That the Board:*

- 1. Receives the report.*
- 2. Notes the contents of the report.*

The motion was **CARRIED**.

#### 9 **Whitireia Park Board meeting dates 2014**

The Board noted that Jenny Brash would not be available for the proposed Board meeting in May 2014.

*Moved*

*(Wilson / Donaldson)*

*That the Board:*

- 1. Receives the report, and*
- 2. Resolves its meeting schedule for 2014 as outlined in section 2 of this report.*

The motion was **CARRIED**.

#### 10 **Whitireia Park Restoration Group Report to the Whitireia Park Board**

The Board noted the Group's advice of the rabbit browsing problem, and the comment of Mr Boness that a biosecurity assessment would be undertaken to determine the most effective means of dealing with the problem. The Board supported the development of a noticeboard

to promote the work of the Group in the park; Mr Boness advised that a suitable noticeboard would cost approximately \$500 to commission and install.

*Moved*

*(Donaldson / Brash)*

*That the Board:*

- 1. Requests that on-going rabbit control options, techniques and costs be investigated by officers, with the information reported to the next Board meeting.*
- 2. Resolves that Board funds be used for the commissioning and installation of a noticeboard to promote the work of the Whitireia Park Restoration Group and inform the public of volunteer opportunities.*

The motion was **CARRIED**.

Reina Solomon closed proceedings with a karakia.

The meeting closed at 4.00pm.

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SUBJECT: Report for Whitireia Park Board meeting 14 February 2014  
AUTHOR: Wayne Boness and Tim Park, Greater Wellington Regional Council  
DATE 5 February 2014  
SUBJECT: Work programme update

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## **1. Purpose**

To update the Park Board regarding the implementation of the annual work programme at Whitireia Park, and progress action points from the last meeting.

## **2. Background**

A programme of work for the 2013-14 financial year was approved by the Board at its meeting on 20 May 2013.

## **3. Biodiversity management**

### **3.1 Key Native Ecosystem Plan**

The Draft Whitireia Key Native Ecosystem Plan was sent out to stakeholders, interest groups and management partners late last year for feedback and comments. The closing date for feedback and comments is 14 February. Greater Wellington staff will collate and review this feedback. Where appropriate the plan will be revised accordingly.

### **3.2 Pest animal control**

The Restoration Group continues to provide valuable assistance to the trapping and poisoning programmes across the park. Results and effort are covered in the Restoration Group report

Parks has discussed the possible use of pindone poison to control rabbits with GWRC Biosecurity. Given the high public use of the area permission from the Medical Officer of Health would be required. The area would need to be kept dog free for a minimum 6 month period due to the toxic nature of any carcasses killed in a poison operation. At this stage this does not seem feasible.

### **3.3 Environmental weed control**

Scattered gorse control between the escarpment and the park access road has been completed by contractors with good results being achieved.

The abseiling contract (targeting mainly Karo, Boxthorn, Boneseed and Pig's ear) on the western escarpment has now been completed as has the Gorse and Broom spraying in that same area.

The Gorse, Broom, Boxthorn and Boneseed spraying contract on the escarpment above Onehunga Bay has been completed and the Marram grass on the beach has also been sprayed.

The initial weed spraying in the community planting sites around Onepoto Bay has also been completed.

### **3.4 Revegetation**

The aerial spraying within the 2010 burn site to control gorse is yet to proceed. Unsettled weather through the spring and early summer has delayed this work, which is now likely to occur in late February as we await more favourable conditions. A public notice will be put in local papers and a letter drop to those people living adjacent to the park to ensure the public is well informed.

Site preparation is underway for around 3000 plants to create vegetation fire breaks, with planting planned for May to June. The more inaccessible areas of the fire break will be planted first.

### **3.1 Fundraising success**

Whitireia Park Restoration Group has recently been granted external funds to assist with restoration work in the Park.

World Wildlife Fund's Habitat Protection Fund has granted \$7,500 for a lizard survey, weed control, plants and penguin boxes for areas on the western coastal escarpment.

\$2,000 was also granted from Hutt Mana Charitable Trust to purchase plants for planting in the Park.

## **4. General park management**

### **4.1 Ranger Service**

The Western Mobile Ranger role has been advertised and 28 applications were received. Interviews will be conducted in mid-February with the successful candidate likely to start in March.

The Park Ranger continues to have a regular presence in the Park responding to incidents as they arise with the most common being isolated incidents of vandalism, graffiti, damaged bollards and rubbish dumping.

Off road use continues spasmodically with the Ranger having some success in apprehending and gaining details of these offenders. These incidents are followed up with

warning letters and details being recorded on an internal offender database, with 8 being sent over the December/January period.

Some of the more persistent motor bike riders are arriving in the park late in the day to try and avoid times when the Ranger is present. With longer days of summer, we are varying patrolling times to try and intercept this group. Ongoing compliance operations are planned for the summer period to intercept and deal with more of these people.

One of the stranger discoveries was a tent set up high in a gully head in the Te Onepoto Inlet on New Year's Eve. Once it had been explained that no camping is allowed in the park they packed up and left.



## 4.2 Park assets

Installation of the gate at Onepoto Bay has been completed and we are now awaiting final policy level sign off from Porirua City Council before it can be locked.

Regular grass mowing is underway serving to keep the park looking tidy and assisting with fire break maintenance.

Roadside spraying is also underway; this also includes removal of Pohutukawa seedlings growing along the road edges.

Sections of Te Onepoto Loop Track have been re-metalled creating a better walking surface. Slips caused by the storm events of late June have been cleared off tracks in the park.

Road and car park marking has been completed.

The old “walk-over” stiles have been replaced by “walk-through” versions after visitors commented on the difficulty they had in getting over the old barriers. A section of old wire fence adjoining one of the stiles will be upgraded to timber rails to reduce ongoing maintenance requirements.



#### **4.3 Promotion**

The first of the summer series of Buggy Walks was held in Whitireia Park on 5 December and was attended by 103 people. Many had never been to the park before, and there were numerous positive comments about it.

New park map boards have been installed at the Onepoto Road entrance and Onehunga Bay. New entrance information signs have also been produced for the Thornley St entrance and they will be installed shortly. This will allow the old DOC sign to be removed from the site.

#### **4.4 Community Involvement**

This has been covered by a separate report to the Board from the Whitireia Park Restoration Group.

## 5. Recommendation

*That the Board:*

1. *Receives the report, and*
2. *Notes the contents of the report.*

Report prepared by:	Report prepared by:
Wayne Boness Principal Ranger (Western) Greater Wellington Regional Council	Tim Park Senior Biodiversity Coordinator Greater Wellington Regional Council
Report approved by:	Report approved by:
Amanda Cox Manager, Parks Greater Wellington Regional Council	Nigel Corry General Manager, Environment Management Group Greater Wellington Regional Council

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SUBJECT: Report for Whitireia Park Board meeting 14 February 2014  
AUTHOR: Sue Nelson  
DATE 3 February 2014  
SUBJECT Accounts to December 2013

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## **1. Purpose**

To present to the Whitireia Park Board the six monthly accounts to December 2013.

## **2. Background**

These accounts are for six months from 1 July 2013 to 31 December 2013. These figures are shown in the shaded columns in the attached accounts. The comparative figures are for the full year to June 2013.

### **2.1 Income**

Income has been received from Titahi Bay Golf club for lease of the land \$2,750.

### **2.2 Costs**

The main cost is depreciation on assets which is a non-cash expense, see sheet 3 for details.

All other costs are currently being paid by GWRC, see “GW Entries” column in the accounts for details of these expenses. GWRC pay the water rates for the Park and then recharge a proportion to the Golf Club. There is a small net deficit of \$136 in the Income & Expenditure Statement.

### **2.3 Bank account**

The bank account balance at the end of December is \$19,967 in credit. As no cash expenses are currently being paid out, this balance will increase over time.

### **2.4 Porirua city Council financial contribution**

Bill Inge of Porirua City Council reported that their annual financial contribution to Whitireia Park is:

- \$7.5K for toilet cleaning
- \$2.5K other management issues such as gates and padlocks

### 3. Recommendation

That the Board:

1. *Receives the report, and*
2. *Accepts the six monthly accounts.*

Report prepared by:	Report approved by:
Sue Nelson Finance and Support Manager, Environment Management Group Greater Wellington Regional Council	Nigel Corry General Manager, Environment Management Group Greater Wellington Regional Council

Attachment 1: Whitireia Park Board Accounts ending 31 December 2013



**Income & Expenditure Statement  
for the period ending 31 Dec 2013**

	2013	2014	GW Entries 2013	GW Entries 2014
<b>Income</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Water Rates	-	-	-	2,379
Lease	5,500	2,750	-	-
Interest	40	22	-	-
GW Funding	-	-	150,951	135,101
<b>Total Income</b>	<b>5,540</b>	<b>2,772</b>	<b>150,951</b>	<b>137,480</b>
<b>Expenditure</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Sundry	85	34	-	-
Depreciation Expense	8,899	2,874	-	-
Proj Materials/Suppl - 63000	-	-	21,842	18,247
Freight - 63010	-	-	-	13
Chemicals (General) - 63100	-	-	-	-
Printing - 63300	-	-	1,040	1,014
Photocopying - 63315	-	-	1,848	-
Postage & Couriers - 63325	-	-	47	-
Rates - 63600	-	-	4,722	1,928
Security - 63605	-	-	854	138
Cleaning & Toiletrie - 63620	-	-	-	-
Meeting - Non Council - 63628	-	-	-	458
Repairs & Maintenanc - 63700	-	-	365	-
Repairs & Maint Equi - 63710	-	-	390	-
Repairs & Maint Plum - 63720	-	-	-	-
Repairs & Maint Pain - 63750	-	-	-	-
Loose Tools/ Minor E - 63760	-	-	134	180
Leased Plant & Equip - 63820	-	-	-	212
Venue Hire - 63821	-	-	-	-
Equipment Hire - 63822	-	-	-	-
Advertising & Promot - 63830	-	-	225	-
Permits & Licence Fe - 63860	-	-	-	127
Contractors - Labour - 65000	-	-	42,742	78,988
Contractors - Machin - 65010	-	-	3,920	-
Contractors - Constr - 65020	-	-	-	-
Contractors - Facili - 65030	-	-	-	-
Consultants - Extnl Audit Fees	2,244	-	-	-
Labour Resource Cost - 92100	-	-	72,821	35,976
IC Wairarapa Biosec - 95781	-	-	-	5,200
IR Transport Support - 99569	-	-	-	5,000
<b>Total Expenditure</b>	<b>11,228</b>	<b>2,908</b>	<b>150,951</b>	<b>137,480</b>
<b>Net Surplus (Deficit)</b>	<b>- 5,688</b>	<b>- 136</b>	<b>-</b>	<b>-</b>

**Whitireia Park Board**  
**Balance Sheet as at 31 Dec 2013**

	2013	2014
<b>FUNDS AND RESERVES</b>		
Accumulated Funds	46,508	40,820
Net Surplus (Deficit)	- 5,688	- 136
<b>TOTAL FUNDS AND RESERVES</b>	<b><u>40,820</u></b>	<b><u>40,684</u></b>
Represented By:		
<b>CURRENT ASSETS</b>		
Current Account	17,230	19,967
Sundry Debtors	-	-
GST Receivable	-	-
<b>Total Current Assets</b>	<b><u>17,230</u></b>	<b><u>19,967</u></b>
Fixed Assets	46,647	46,647
Accumulated Depreciation	- 20,857	- 23,730
<b>Total Fixed Assets</b>	<b><u>25,790</u></b>	<b><u>22,917</u></b>
<b>Total Assets</b>	<b><u>43,020</u></b>	<b><u>42,884</u></b>
<b>CURRENT LIABILITES</b>		
GST Payable	0	0
Sundry Creditors	2,200	2,200
<b>Total Current Liabilites</b>	<b><u>2,200</u></b>	<b><u>2,200</u></b>
<b>Total Liabilites</b>	<b><u>2,200</u></b>	<b><u>2,200</u></b>
<b>NET ASSETS</b>	<b><u>40,820</u></b>	<b><u>40,684</u></b>

**Property, plant and equipment**

	Land	Buildings	Roads & Car Parks	Tracks	Retaining Walls	Bollards	Fencing	Planting	Gloaming Hill Playground	TOTAL
Balance at 30 June 2013	1,904	15,514	142,252	33,511	6,955	41,930	36,962	6,133	645	285,806
<b>Accumulated Depreciation</b>										
Balance at 30 June 2013	0	15,514	142,252	12,708	6,281	39,521	36,962	6,133	645	260,016
Balance at 1 July 2013	0	15,514	142,252	12,708	6,281	39,521	36,962	6,133	645	260,016
Depreciation Expense	0	0	0	838	290	1,746	0	0	0	2,874
Eliminate on Disposal										
<b>Balance at 30 June 2014</b>	0	15,514	142,252	13,545	6,571	41,267	36,962	6,133	645	262,890
<b>Carry Amounts</b>										
At 30 June 2013	1,904	0	0	20,803	674	2,409	0	0	0	25,790
At 30 June 2014	1,904	0	0	19,966	384	663	0	0	0	22,916

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# Whitireia Park Restoration Group update

February 2013

## Planting

Planning is underway for this winter's planting program. Pre plant weed control is due to start in April, with this work undertaken by contactors. Our planting sites will build on previous years' work in Kaiaua Bay. This year we plan to plant 2,000 seedlings. This will involve a back dune site and an adjacent wetland site. One corporate and two public planting days are planned. Dates are yet to be finalised.

## Planting maintenance

Weekly weeding sessions have been taking place on Thursday evenings at Onehunga Bay. This has included hand weeding around plantings, and small scale woody weed work in the bush block. Last year's plantings have had a good survivability rate, including the minimum tending manuka trial site in the inland valley

## Pest Control

Pest control using traps and poison is ongoing. Bait stations containing Brodifacoum were re-filled in January. The bait stations around the pines and radio tower had little take, whereas the bush bait stations were completely empty. Rats are obviously in good numbers in the bush. Trapping results for the 2013 calendar year were as follows:

<u>Pest</u>	<u>Number caught</u>
Mice	15
Weasel	37
Stoat	15
Rat	21
Hedgehog	3
<b>Total</b>	<b>91</b>

## Other Issues

As mentioned previously, the restoration group would like to erect an information board highlighting work the group does within the park and encouraging further public participation. With consent of the Board and GW Parks management, we would like to do this in the next 6 months. A funding application is underway to fund this proposal. Any assistance GWRC is able to provide in the way of design for the proposed board would be much appreciated.

## Chris Gibbons

Whitireia Park Restoration Group