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# Whitireia Park Board

Friday 26 May 2023, 9.30am

Titahi Golf Club, Gloaming Hill, Titahi Bay, Porirua

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## Members

Quentin Duthie

Chris Kirk-Burnnand

Hikitia Ropata

Jenny Ngarimu

Caleb Ware

Sharli-Jo Solomon

# Whitireia Park Board

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Friday 26 May 2023, 9.30am

Titahi Golf Club, Gloaming Hill, Titahi Bay, Porirua

## Public Business

No.	Item	Report	Page
1.	Apologies		
2.	Conflict of interest declarations		
3.	Public participation		
4.	<a href="#">Confirmation of the Public minutes of 24 February 2023</a>		3
5.	Whakawhanaungatanga	Oral	
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**Please note that the full minutes remain unconfirmed until the Board Meeting on 26 May 2023**

**SUBJECT**            **Whitireia Park Board Minutes 24 February 2023**

**WHEN**             Friday 24 February 2023 at 9:31 am

**WHERE**            Titahi Golf Club, Gloaming Hill, Titahi Bay, Porirua

**Present**

Jenny Ngarimu (Chair)

Sharli-Jo Solomon

Caleb Ware

Hikitia Ropata

Quentin Duthie

Jenny Ngarimu welcomed everyone to the meeting and in response to her invitation, Quentin Duthie opened the meeting with a karakia.

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**1 Whanauangatanga**

Board members and everyone present introduced themselves.

**2 Apologies**

*Moved*

*(Sharli-Jo Solomon / Hikitia Ropata)*

*That the Board accepts the apology for absence from Chris Kirk-Burnnand.*

The motion was **CARRIED**.

**3 Conflict of interest declarations**

There were no declarations of conflict of interest.

**4 Public participation**

There was no public participation.

**5 Confirmation of the minutes of 2 December 2022**

*Moved* (Hikitia Ropata / Caleb Ware)

*That the Board confirms the minutes of the meeting of 2 December 2022.*

The motion was **CARRIED**.

**6 Board Accounts January 2023**

*Moved* (Quentin Duthie / Caleb Ware)

*That the Board:*

1. *Receives the report.*

The motion was **CARRIED**.

**7 Restoration Group Update**

Luke Barnsley spoke to the report.

*Moved* (Caleb Ware / Sharli-Jo Solomon)

*That the Board:*

1. *Receives the report.*

The motion was **CARRIED**.

**Noted:** The Board noted that the Awarua-o-Porirua fund comes from Greater Wellington for the Porirua Catchment.

**8 Work Programme Update**

Gary Wheaton, Parks Ranger, spoke to the report.

Mr. Wheaton advised the Board that all Greater Wellington's parks' vehicle access has an 8am gate opening and requested that the Board agree that vehicle access to Whitireia Park be adjusted in line with the wider parks network. Mr. Wheaton confirmed that pedestrian access will be maintained 24/7.

Due to inclement weather, the snorkel event scheduled on 18 February was cancelled. The next snorkel event is scheduled for 4 March.

No applications for events were received at the time of writing the report. Two requests were received afterwards.

A request for a small wedding was received. As the number of attendees is less than 35, no concession is required. The Board discussed what regime could be put in place for events with fewer than 35 people, and the possibility of inviting donations to the Restoration Group. The Board requested that Parks staff report back to the Board on possible regimes and implementation.

The second application was for sunrise yoga. The Board agreed that it can take place on the condition that it is held at Onehanga Bay.

The Board discussed the lizard translocation proposal. Mr. Wheaton advised that the developer would like a decision on the proposal before the end of summer. The Board discussed the costs associated with pest control and monitoring of lizards and impacts on the ecosystems. The Board also requested that Ngāti Toa be involved in the programme. The Board also advised that the translocation of the lizards will need a permit from the Department of Conservation.

*Moved*

*(Hikitia Ropata / Caleb Ware)*

*That the Board:*

- 1 Receives the report.*
- 2 Agrees to change the gate opening hours from 6am to 8am.*
- 3 Requests that the Parks staff ensure that tapu areas are indicated in the park management plan and communications.*
- 4 Notes the Board will receive an assessment and recommendations in March with regards to the request received by RMA Ecology Ltd to release lizards into the park and the Board will make a decision at this time.*
- 5 Approves the request for a small wedding to be held at the Park in May 2023.*
- 6 Approves the sunrise yoga event subject to being held at Onehunga Bay.*

The motion was **CARRIED**

**Noted:** The Board requested that Parks staff provide details on a donation regime for weddings with under 35 attendees.

#### **9 Update from the Titahi Golf Club** [Verbal update]

Lynnell Huria, President, Titahi Golf Club, tabled a letter, and introduced herself.

Ms Huria provided the Board with an update on the golf course and mahi done in the last 12 months. There has been a resurgence in golf – numbers playing has increased, the Club has had an increase in members. The Club has also introduced carts on the course, which has resulted in my locals and children playing. The Club also partnered with Ngāti Toa in sponsoring a tournament.

The Club was approached by company, which offered to repair the pot holes in the car park in exchange if they could deliver training for youth on machinery. The training went onto the course and ended up cutting a cable. Wellington Electricity was notified.

The Club also advised that it is laying a cart track, with one part requiring a culvert. The Club confirmed that there will be no digging, and that the path will lie on top of the grass. In the part where a culvert is required, the culvert will also sit on top of the grass also.

*Moved*

*(Caleb Ware / Sharli-Jo Solomon)*

*That the Board:*

- 1 Supports the approach outlined in the letter.*

The motion was **CARRIED**

## 10 **General Business**

Sharli-Jo Solomon advised that the sign by the concrete pads at the top of the hill were put in by the Runanga but did so without anyone on site. There will be a karakia once all the signs are in place.

Jobs For Nature programme – any restoration or activity on the maunga should come to the Board as there are sites of higher significance.

The Board also discussed events being held at Whitireia Park for Matariki, including a bonfire.

**Noted:** The Board requested that it receive regular updates on work programme.

**Noted:** The Board noted that a permit from Fire and Emergency NZ will be required for a fire for Matariki events.

In response to Jenny Ngarimu's invitation, Hikitia Ropata closed the meeting with a karakia.

The meeting closed at 10.51am.

Jenny Ngarimu  
Chair, Whitireia Park Board  
Date:



SUBJECT: Report for Whitireia Park Board meeting

AUTHOR: Zoe Chen, Senior Business Accountant

DATE OF MEETING: 26 May 2023

SUBJECT: **Whitireia Park Board Accounts**

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**1. Purpose**

To present to the Whitireia Park Board (the Board) the management accounts for the period 1 July 2022 to 30 April 2023.

**2. Income**

Income has been received from 1 July 2022 to 30 April 2023:

- \$6,325 from Titahi Bay Golf Club for lease of the land
- \$504 Gross Interest received on the current bank balance of \$71,053.86.

**3. Costs**

Total costs for the 10 months from 1 July 2022 to 30 April 2023 were:

- \$825 for the GST payment for the period ended 28 Feb 2023.
- \$40 for the Auditor Annual Confirmation Report.

**4. Bank Account**

The BNZ Bank account balance as of 30 April 2023 was \$71,053.86.

**5. Recommendation**

*That the Board:*

1. **Receives** the report.
2. **Approves** the content.

Report prepared by:

**Zoe Chen**  
Senior Business Accountant

Report approved by:

**Jimmy Young**  
Manager, Parks

**Whitireia Park Board**  
**Statement Comprehensive Revenue and Expense**  
**for the period 1 July 2022 to 30 April 2023**

	2021/22 Full Year	2022/23 YTD	GW Entries 2021/22 Full Year	GW Entries 2022/23 YTD
<b>Income</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Water Rates	-	-	1,772	3,221
Park Concessions	-	-	261	-
Park Camping	-	-	-	-
Lease	5,500	5,500	-	-
Interest	31	504	-	-
GWRC	-	-	68,917	133,044
<b>Total Income</b>	<b>5,531</b>	<b>4,185</b>	<b>70,949</b>	<b>136,265</b>
<b>Less Expenditure</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Water rates expense	-	-	-	3,732
Sundry	40	40	-	-
Depreciation	1,676	1,396	-	-
Project Materials	-	-	13,962	62
Staff Training - 62505	425	-	-	-
Chemicals (General) - 63100	-	-	-	-
Printing	-	-	655	1,148
Photocopying - 63315	-	-	-	-
Postage & Couriers - 63325	-	-	-	-
Councillors' Fees - 63500	-	-	-	-
Rates	-	-	4,480	6,207
Security	-	-	-	2,100
Cleaning & Toiletrie - 63620	-	-	3,542	7,365
Refreshments Staff - 63625	-	-	61	-
Meeting - Non Council - 63628	-	-	-	-
Repairs & Maintenance	-	-	6,848	9,744
Repairs & Maint Equi - 63710	-	-	-	-
Repairs & Maint Plum - 63720	-	-	1,124	-
Repairs & Maint Pain - 63750	-	-	-	-
Loose Tools & Minor Equipment	-	-	-	894
Leased Plant & Equip - 63820	-	-	-	-
Venue Hire - 63821	-	-	-	-
Equipment Hire - 63822	-	-	-	-
Advertising	-	-	250	737
Permits & Licence Fe - 63860	-	-	-	-
Settlement-Materials & Supplies - 63999	-	-	-	-
Contract Labour	-	-	19,847	22,115
Contractors - Machin - 65010	-	-	-	-
Contractors - Constr - 65020	-	-	-	-
Contractors - Facili - 65030	-	-	-	-
Consultants - Extnl Audit Fees	-	-	-	-
GWRC Vehicle Costs	-	-	-	-
GWRC Staff Time	-	-	20,180	82,160
IC Wairarapa Biosec	-	-	-	-
<b>Total Expenditure</b>	<b>2,141</b>	<b>1,436</b>	<b>70,949</b>	<b>136,265</b>
<b>Net Surplus / (Deficit)</b>	<b>3,391</b>	<b>4,568</b>	<b>-</b>	<b>-</b>



**Whitireia Park Board**  
**Balance Sheet as at 30 April 2023**

	30 June 2022	GW Entries 2022/23 YTD
<b>FUNDS AND RESERVES</b>		
Accumulated Funds	69,525	72,916
Net Surplus (Deficit)	3,391	4,568
<b>TOTAL FUNDS AND RESERVES</b>	<b>72,916</b>	<b>77,483</b>
Represented By:		
<b>CURRENT ASSETS</b>		
Current Account	65,050	71,054
Sundry Debtors	82	82
GST Receivable	-	-
<b>Total Current Assets</b>	<b>65,132</b>	<b>71,136</b>
Fixed Assets	285,806	285,806
Accumulated Depreciation	(278,180)	(279,576)
<b>Total Fixed Assets</b>	<b>7,626</b>	<b>6,230</b>
<b>Total Assets</b>	<b>72,757</b>	<b>77,365</b>
<b>LESS CURRENT LIABILITES</b>		
GST Payable	(198)	(198)
Sundry Creditors	40	80
<b>Total Current Liabilities</b>	<b>(158)</b>	<b>(118)</b>
<b>Total Liabilities</b>	<b>(158)</b>	<b>(118)</b>
<b>NET ASSETS</b>	<b>72,915</b>	<b>77,483</b>



SUBJECT: Report for Whitireia Park Board meeting

AUTHOR: Chris Gibbons, Rob Hughes, Rob Stratford, Robyn Smith, Niki Edwards, Lisa Casasanto, Edward Stephen-Smith

DATE OF MEETING: 26 May 2023

SUBJECT: **Whitireia Park Restoration Group update – May 2023**

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**1. Purpose**

To advise the Whitireia Park Board on the activities of the Whitireia Park Restoration Group

**2. Winter Planting 2023**

Site preparation has been completed and we are arranging to pick up plants from the Forest and Bird nursery and Porirua City Council nursery.

**Onehunga Bay**

Planting sites are in the valley behind Onehunga Bay during June and July. With the exact dates of this still to be confirmed.



The Titahi Bay Pippins and Brownies will be adding some more spinifex and backdune species and weeding the dunes at Onehunga Bay on 20 May 2023.

### **Onepoto estuary**

We are carrying on infilling gaps around the Onepoto estuary between the track and estuary to create a denser barrier to protect wildlife using the estuary. Mātātā (fernbird) are now seen regularly around the estuary.



### **Kaitawa Point**

Large amounts of driftwood have kept motorbikes off the scar at Kaitawa Point which was caused by vehicles before the road was closed off to traffic. As a result of this, the plants are now growing well.

On the side of the top of the saddle a dozen kurikuri (*Aciphylla squarrosa*) were planted last winter and have survived the summer. Their roots will be well established by next spring, and they will grow well and self-seed around the area.



The plants on the coastal edge of Kaitawa are doing very well and will be added to again this year. Kōkihi (*Tetragonia tetragonioides*) has now naturalised on this gravelly beach. This native spinach has a conservation status of 'At risk – Naturally Uncommon'.



***Leptinella nana* (Threat Status – Nationally Critical)**

The two *Leptinella nana* sites have come through summer well due to reasonably regular rain. Additional manuka and tauhinu will again be added to both sites this year to suppress the grass and create habitat for the *Leptinella* to spread a bit further.

### **3. Predator Control**

In the past quarter, there have been 48 hours of volunteer work undertaken. There has also been one new volunteer for the trapping team.

There have been 139 catches for the year to date, compared to 123 catches for the same time last year. 15 of the A24 traps and 30 mouse bait stations in the Onehunga Bay bush block have been serviced recently. Trappers are reporting a big uptake of rat bait in the Gloaming Hill area and Te Onepoto Bay.

An infestation of hedgehog has been reported at the Thornley Street entrance. As a result of this, target specific traps will be deployed in this area.

#### 4. Volunteer Hours

Quarter	Trapping	Lizard Project	Seed Collection	Planting	Site Maintenance	Weed Control	Admin / Promotion
3 <sup>rd</sup>	48	40	15	0	10	18	10

#### 5. Recommendation

*That the Board:*

1. *Receives the report.*
2. *Approves the content.*

Report prepared by:

**Chris Gibbons**  
**Rob Hughes**  
**Robert Stratford**  
**Robyn Smith**  
**Niki Edwards**  
**Lisa Casasanto**  
**Edmund Stephen-Smith**

Whitireia Park Restoration Group Coordinators



SUBJECT: Report for Whitireia Park Board meeting

AUTHOR: Gary Wheaton, Whitireia Park Ranger; Kim Broad, Environment Restoration Advisor; Fiona Colquhoun, Parks Planner

DATE OF MEETING: 26 May 2023

SUBJECT: **Work programme update**

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### **1. Purpose**

To provide the Whitireia Park Board (the Board) with an update on the work programme at Whitireia Park.

### **2. Background**

Programmes of work are continuing in line with the 2022/23 financial year budget allocations approved by the Board at its meeting on 25 August 2022.

### **3. Park management**

In April, the assets team advised that Capex funds have been made available for work to fix rutted out sections of the inland track and muddy sections around the estuary from Onepoto. They will also patch the steep section up from Onehunga Bay.

There has been an increase of the amount of graffiti on the toilets. The Park Ranger painted over parts of the toilets three times in the last week of March. The amount of graffiti is slowing down now along with the amount of rubbish dumping, which the ranger has cleared.

The preparation for this year's school planting has begun. The first spray of spots has happened, and our events team has touched base with Ngati Toa school to come and plant 1,000 trees above last year's area. We are hoping to get Luke Barnsley's team from Ngati Toa there as well to be involved. The date for the event will be the 26 July 2023 with a backup date of 28 July 2023. Whitireia Park Board members are more than welcome to join us, and will be updated as the plans are finalised.

The Ranger has replaced the old post and wire fence at Onehunga Bay that kept getting cut by quad bikers with a post and rail fence recycled from Queen Elizabeth Park. See picture below.



On the evening of 29 March 2023, the large vessel below broke its moorings and washed up ashore due to an extraordinarily strong southerly. It was successfully re-floated the following afternoon with no damage to the environment. The Park Ranger drove the coastguard around to the location that evening to get it secured to the shore so it would not sustain any further damage overnight.



The Parks management team, along with the Ranger, had a good korero with Luke Barnsley in regards the next steps for Ngati Toa to take over parts of the day-to-day management of the park. We are working with Luke on how this will look and time frames around starting the move. One of the first bits of work we are looking at is redesigning the main entrance sign to the park.

We have changed the opening time of the Thornley Street gate from 6am to 8am. There were a few issues with getting the programming right on the gate but finally got it sorted. We received feedback from the public via email and have responded appropriately.

### **3.1 Events:**

We successfully ran the last Whitireia snorkel day on 4 March 2023. It was challenging day weather wise, but we were delighted to get 177 people attend and in the water.

The Porirua grand traverse ran on 2 April 2023 and was a great success.

## **4. Park planning**

Greater Wellington's annual parks satisfaction monitoring programme includes Whitireia Park. Last year's survey was the first online survey (previous ones were telephone). The online survey questions remain the same as last year, but a map of parks and photos have been added to aid identification of parks and the sample size has doubled. The survey will commence in mid-May 2023. Results will be reported to the Board at a later meeting.

## **5. Concession applications**

No new applications have been received.

## **6. Lizard translocation proposal**

At the last board meeting we notified the Board that we had received a proposal to translocate lizards to Whitireia Park and requested that the board consider the proposal along with officer recommendations prior to the May 2023 board meeting. This was to expedite a decision on the proposal to allow for a release to occur before the end of summer, if approval was granted.

It has eventuated that the proposal is requiring a lot of discussion and revision, meaning that it is still not ready to submit to the Board for consideration. Therefore, the release is now being re-planned for spring and a proposal will be submitted to the Board for consideration at the August 2023 board meeting. Some of the aspects that will be worked through over the next period with the rūnanga, Department of Conservation and the consultant are pest control, lizard monitoring, the exact release location, and Ngāti Toa involvement.



In the meantime, the ecological consultant on the project has requested permission to undertake surveying for lizards at a proposed release site to ascertain the abundance of the existing lizard population. Information gained through this will help in deciding on an appropriate release location. Monitoring will involve placing a network of artificial cover objects in the proposed site and making several checks under these for lizard presence.

We recommend that the Board provides approval of this preliminary step being undertaken. Approval of this step would be independent to the subsequent consideration for approval of the full translocation plan.

## **7. Biodiversity – Key Native Ecosystem site management**

### **7.1 Pest animal control**

Pest animal control across the park is ongoing with volunteers undertaking all the trap and bait station servicing work. We are grateful for the effort that the group of conscientious pest control volunteers put into this mahi.

Staff carried out an audit of the pest control network (traps and bait stations) to assess the efficacy and safety of the devices and the practices being used by the volunteers. In general, the network is in good order and is being well serviced. There are some aspects of the servicing that could be improved which we are working on with Rob Hughes, the volunteer coordinator.

A night-time search of the park for pest animals was undertaken in March 2023. No possums, rabbits, hares, hedgehogs, or cats were observed on the night. These searches are undertaken at three-monthly intervals. A possum has been seen by a neighbouring resident on their property. We have supplied a trap and advice to assist the resident in catching it.

Animal droppings that look like they came from a sheep or goat were found at Kaitawa Point in April 2023 by Robyn Smith. We put the word out on social media for people to keep an eye out for an animal and let us know if one is sighted, but no further evidence has appeared. We will continue to wait and watch. If an animal is found, it will be quickly removed.

### **7.2 Weed control**

Most of this year's weed control programme has been completed. However, we are disappointed that we couldn't undertake aerial spraying of weeds on the coastal escarpment and in the inland valley. This was due to the only operator in the region with the necessary equipment and experience not getting registered with Greater Wellington in time. This work will be re-scheduled for spring. Results of the completed work are looking good, but a full assessment won't be undertaken until a few months' time.

### 7.3 Restoration planting

We have completed grass spot spraying and weed control in the site of this year's community planting that is being planned by the restoration group.

## 8. Recommendation

*That the Board:*

1. **Receives** the report.
2. **Approves** the content.
3. **Approves** RMA Consultants, ecological consultants to Willowbank Farm Quarry, to undertake lizard surveying in a proposed lizard release site as preliminary work for planning a lizard translocation to the park.

Report prepared by:

**Gary Wheaton**  
Park Ranger

**Kim Broad**  
Environment Restoration Advisor

**Fiona Colquhoun**  
Parks Planner

Report approved by:

**Jimmy Young**  
Manager, Parks