

AGENDA

RĀRANGI TAKE

Huihuinga O Te Poari O Te Oneroa-a-Tōhē

Te Oneroa-a-Tōhē Board

Friday 24 May 2019 at 10.00am



Rārangi Take O Te Poari (Te Oneroa-A-Tōhē Board Agenda)

Meeting to be held in the Te Ahu Centre, Kaitāia
on Friday 24 May 2019, commencing at 10.00am

Recommendations contained in the agenda are NOT decisions of the meeting. Please refer to minutes for resolutions.

NGĀ MANA WHAKAHAERE MEMBERSHIP OF THE TE ONEROA-A-TŌHĒ BOARD

Chair, Haami Piripi, Te Rūnanga o Te Rarawa

Deputy Chair, Cr Mate Radich
Far North District Council

John Witana, Te Rūnanga Nui o
Te Aupouri Trust

Rangitane Marsden
Te Rūnanga o Ngāi Takoto

Graeme Noho
Te Rūnanga o Ngāti Kuri

Cr Mike Finlayson
Northland Regional Council

Cr Paul Dimery
Northland Regional Council

Hon John Carter QSO
Far North District Council Mayor

KARAKIA WHAKATAU

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KARAKIA WHAKAMUTUNGA

TITLE: Confirmation of Minutes

ID: A1194051

From: Rachael King, Strategy, Policy and Planning Team Administrator

Recommendation / Ngā mahi tūtohutia

That the minutes of the Te Oneroa-A-Tōhē Board meeting held on 22 March 2019 be confirmed as a true and correct record.

Attachments/Ngā tapirihanga

Attachment 1: Te-Oneroa-A-Tohe Board Minutes - 22 March 2019

Authorised by Group Manager

Name: Jonathan Gibbard

Title: Group Manager - Strategy, Governance and Engagement

Date: 17 May 2019

Te Oneroa-A-Tōhē Board
22 March 2019

Ngā Minitī O Te Poari O Te Oneroa-A-Tōhē Te Oneroa-A-Tōhē Board Minutes

Meeting held in the Te Ahu Centre, Kaitāia
on Friday 22 March 2019, commencing at 10.00am

Tuhinga (Present):

Haami Piripi	Te Rūnanga o Te Rarawa	(Chair)
Cr Mate Radich	Far North District Council	(Dep Chair)
Graeme Neho	Te Rūnanga o Ngati Kuri	
Waitai Petera	Te Rūnanga Nui o Te Aupouri Trust	
Cr Mike Finlayson	Northland Regional Council	
Cr Paul Dimery	Northland Regional Council	

I Tae Mai (In Attendance):

Huihuinga i te katoa (Full Meeting)

NRC - GM, Strategy, Governance & Engagement
NRC - Kaiwhakahaere Hononga Māori
NRC - Kaiarahi Kaupapa Māori
NRC - Strategy, Policy & Planning Manager
TROTR - General Manager Te Rarawa Anga Mua
FNDC - Community Policy and Development Manager
NRC - Strategy, Policy & Planning Administrator (minutes)

Huihuinga i te wahanga (Part Meeting)

COO, Te Rūnanga Nui O Te Aupouri
FNDC - Policy Planner

The Chair declared the meeting open at 10.02am

KARAKIA TIMATANGA ME WHAKATAU

Petera / Piripi / Neho

1.0 WHAKAPAHĀ | APOLOGIES

Petera / Neho

That the apologies from John Carter and Rangitane Marsden for non-attendance be received.

Carried

Secretarial Note: The staff apologies from Kevin Robinson, Phill Grimshaw and Darrell Sargent for non-attendance and Teresa Burkhardt for lateness were noted

2.0 WHAKAPUAKANGA O MUA | DECLARATIONS OF CONFLICTS OF INTEREST

It was advised that members should make declarations item-by-item as the meeting progressed.

ID: A1177388

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Te Oneroa-A-Tōhē Board
22 March 2019

3.0 WHAKĀE NGĀ MINITI | CONFIRMATION OF MINUTES

3.1 Confirmation of Minutes

ID: A1174294

Report from Rachel Ropiha, Kaiarahi - Kaupapa Māori

Moved (Peters / Dimery)

That the minutes of the Te Oneroa-A-Tōhē Board meeting held on 21 February 2019 be confirmed as a true and correct record.

Carried

4.0 NGĀ RĪMITI | ITEMS

4.1 Beach Management Plan - Project Plan

ID: A1171486

Report from Ben Lee, Strategic Policy and Planning Manager on behalf of the Technical Steering Group

Moved (Dimery / Peters)

1. That the report 'Beach Management Plan - Project Plan' by Ben Lee, Strategic Policy and Planning Manager on behalf of the Technical Steering Group and dated 7 March 2019, be received.

Moved (Finlayson / Peters)

2. That Te Oneroa-a-Tōhē Board approves the draft Project Plan, including that:
 - a. The inclusion of the land adjacent to Te Oneroa-a-Tōhē management area in the Beach Management Plan will not be actively pursued, but Te Oneroa-a-Tōhē Board will be open to considering it should a landowner proactively wish to.
 - b. The scope for the content of the Beach Management Plan will be defined through the process of preparing of the Beach Management Plan.

Moved (Dimery / Neho)

3. That Te Oneroa-a-Tōhē Board approves the draft Request for Proposal for the engagement of services to draft the beach management plan and assistance with various public engagement activities.

Moved (Finlayson / Radich)

4. That Te Oneroa-a-Tōhē Board delegates to members *Haami Piripi* and *Paul Dimery* of Te Oneroa-a-Tōhē Board the approval of any minor changes to the Request for Proposal, including timeframes and deliverables. The delegation does not include amending the funding available for the engagement of services as outlined in the Request for Proposal.

Moved (Finlayson / Neho)

5. That Te Oneroa-a-Tōhē Board approves up to \$70,000 (excluding GST) being made available for the engagement of services as outlined in the Request for Proposal.

Moved (Finlayson / Neho)

6. That Te Oneroa-a-Tōhē Board delegates to members *Haami Piripi* and *Paul Dimery* of Te Oneroa-a-Tōhē Board the authority to decide the successful consultant(s) to provide engagement of services as outlined in the Request for Proposal.

Moved (Finlayson / Neho)

7. That Te Oneroa-a-Tōhē Board delegates to the Chairman of Te Oneroa-a-Tōhē Board the authority to sign the contract, on behalf of Te Oneroa-a-Tōhē Board, with the consultant(s) to provide engagement of services as outlined in the Request for Proposal and for up to a maximum of \$70,000 (excluding GST).

ID: A1177388

2

Te Oneroa-A-Tōhē Board
22 March 2019

Moved (Dimery / Petera)

8. That Te Oneroa-a-Tōhē Board approves:
- The draft content of the consultation document (attached) (noting that the Chairman is delegated the final approval of the consultation document on behalf of the Board in accordance with Board resolution 9).
 - The production of two consultation documents - one version with the headings only in Te Reo Māori and one version entirely in Te Reo Māori.
 - The 'headings only in Te Reo Māori' version of the consultation document to be used in the mail drop.

Moved (Neho / Finlayson)

9. That Te Oneroa-a-Tōhē Board delegates to the Chairman of Te Oneroa-a-Tōhē Board the approval of key written public engagement material for the preparation of the beach management plan, including media releases, website and the consultation document.

Moved (Finlayson / Radich)

10. That Te Oneroa-a-Tōhē Board approves **Waitai Petera** and **Graeme Neho** to provide the Te Reo Māori translation for all written public engagement material for the preparation of the beach management plan.

Moved (Petera / Finlayson)

11. That Te Oneroa-a-Tōhē Board delegates to the Chairman of Te Oneroa-a-Tōhē Board as the designated spokesperson on behalf of Te Oneroa-a-Tōhē Board for the preparation of the beach management plan.

Moved (Dimery / Neho)

12. That Te Oneroa-a-Tōhē Board approves the following for the purposes of the public engagement for the beach management plan:
- Up to \$12,000 (excluding GST) for the preparation and ongoing maintenance of a website up until the end of the project.
 - Up to \$2,000 (excluding GST) for the preparation and design of the consultation document.
 - Up to \$3,000 (excluding GST) for the printing and delivery of the consultation document to all mail and post boxes in Te Hiku.
 - Up to \$3,000 (excluding GST??) for building hire and catering for the community drop-in events and hui.
 - Up to \$3,000 (excluding GST??) for advertising (radio and print).
 - Up to \$1,000 (excluding GST??) to be used for miscellaneous public engagement materials or services.

Moved (Dimery / Radich)

13. Te Oneroa-a-Tōhē Board delegates authority to approve expenditure, in accordance with Board resolutions 5, 7 and 12 approved by the Board to Jonathan Gibbard, Group Manager – Strategy, Governance and Engagement of the Northland Regional Council.

Carried

Secretarial Note: 11.23am - Theresa Burkhardt joined the meeting

Moved (Radich / Petera)

14. That the Te Oneroa-a-Tōhē Board approve and adopt the *attached* logo, as the Board's logo, to be used on all future Board agendas, publications and communications collateral.

Carried Unanimously

ID: A1177388

3

Te Oneroa-A-Tōhē Board
22 March 2019

5.0 GENERAL BUSINESS

5.1 Research Project

- The Chair advised that he has been approached by a research consultancy regarding the drying up of streams and the effects on crustaceans, shellfish etc.
- It was suggested that the Chair direct the research consultancy to contact both Te Ohu Putea Whakatipu Trust and the Te Hiku Fisheries Forum

5.2 Resignation from the Board

- Matua Waitai advised that this was his last meeting as he is leaving the Board
- The Chair thanked him for his support and total commitment to the beach

KARAKIA MUTUNGA

Petera

The meeting concluded at 12.19pm

UNCONFIRMED

TITLE: Beach Management Plan - communication and consultation progress report

ID: A1192176

From: Rachel Ropiha, Kaiarahi - Kaupapa Māori; Auriole Ruka, Maori Relationship Manager and Ben Lee, Strategic Policy and Planning Manager on behalf of the Te Oneroa-a-Tōhē, Technical Steering Group

Executive summary/Whakarāpopototanga

The purpose of this report is to update Te Oneroa-a-Tōhē Board on the development of consultation material and details of the community engagement process. Direction is sought from the board on various engagement matters.

Recommendation(s)

1. That the report 'Beach Management Plan - communication and consultation progress report' by Rachel Ropiha, Kaiarahi - Kaupapa Māori; Auriole Ruka, Maori Relationship Manager and Ben Lee, Strategic Policy and Planning Manager on behalf of Te Oneroa-a-Tōhē, Technical Steering Group and dated 14 May 2019, be received. w
2. That the following people will be responsible for communication with their respective iwi constituents for the development of the Beach Management Plan:
 - a. For Te Aupouri: _____
 - b. For Ngāti Kuri: _____
 - c. For Te Rarawa: _____
3. That Te Oneroa-a-Tōhē Board approve the Technical Steering Group to invite experts and agencies to give presentations to Te Oneroa-a-Tōhē Board on key issues impacting Te Oneroa-a-Tōhē.

Report/Rīpota

Brand proposal

At the February meeting of Te Oneroa-a-Tōhē Board (the Board), the Board approved funding to develop a draft branding proposal. A series of logo options were presented to the March meeting of the Board where a preferred logo was endorsed. At the same meeting, further funding was approved for the development and maintenance of a dedicated Board website and the design of the consultation document for the first round of consultation.

Since the March meeting the Technical Steering Group (TSG) has secured the rights to the logo and engaged Level (a Whangārei based design and marketing firm) to develop the various communication material for Board, including:

- Development of brand story
 - o Logo refinement
 - o Brand guidelines, including colours, fonts, logo specifications and photography brief
 - o Marketing collateral, such as banners, brochures and advertising when required
 - o Letterhead and powerpoint template

- Website for Te Oneroa-a-Tōhē Board
 - o Develop website framework and structure
 - o Content Loading
 - o Day to day management of the website (change/upload content)
- Consultation document
 - o Design layout of using Board branding and imagery supplied.

Examples of communication material will be presented to the May 24 meeting.

Community engagement and communication

Engaging key iwi contacts

On 25 April 2019, the Board chair sent an email proposing that iwi members of the Board should work with key people and/or groups within iwi before the start of the initial public engagement. It is understood the purpose of these discussions is to:

- Brief them on the process (including the marae hui) and seek their views
- Seek their direction and perspective on the marae hui to provide a platform for productive discussions on the day

The TSG wanted to check what progress the iwi members of the Board have made with these discussions.

Correspondence with iwi constituents – initial public engagement

Confirmation from the Board is sought for who will be responsible for undertaking correspondence with iwi constituents for the development of the Beach Management Plan.

It is understood there is agreement that any direct correspondence with iwi constituents (e.g. offer to meet 1-on-1, invite to hui or direct mail out of consultation document) is to come from the iwi. To best manage this process and correspondence, it is recommended that each iwi confirm a person who will be responsible for communications with iwi constituents within each iwi.

Presentations from experts and key agencies

The TSG suggest it would be useful for the Board to start getting information about some of the known key issues facing Te Oneroa-a-Tōhē (for example, impacts on toheroa and mussel spat collection). This will aid the Board when it comes to making decisions about the content of the beach management plan and how issues are managed. A useful way for this to happen, which the Board may want to consider, is to ask experts and key agencies to give presentations to the Board. These presentations could occur before and during the initial public engagement phase. The TSG would be happy to organise some key speakers. Board members may also wish to suggest particular people or agencies.

Hui, public events and public drop-in sessions

The project plan to develop the Beach Management Plan (BMP) approved at the March 2019 Board meeting included a series of hui, public drop-in sessions and attendance at key public events as part of the initial public engagement phase. The following is the proposed calendar for the hui and public drop-in session. These events will be advertised in the consultation document, in media releases and interviews etc.

The public engagement phase is 10 weeks long. Dates have not been included as it will depend on the start date. Guidance is sought from the Board on a preferred venue for the public drop-in session for Ahipara and Pukenui - two options are suggested for each.

Week	Event	Location	Venue	Day	Time	Attendees (minimum)
Week One	Public event	Kaitāia	Kaitāia Markets	Sat	8 – 10am	1 or 2 Board members 1 or 2 TSG members
Week Two	-	-	-	-	-	
Week Three	Public drop-in session	Ahipara	Ahipara School? Kaitāia Golf Club?	Wed	4 – 6pm	Board members – 1 x council, 1 x iwi 2 TSG members
Week Four	Public drop-in session	Kaitāia	Te Ahu Centre	Wed	4 – 6pm	Board members – 1 x council, 1 x iwi 2 TSG members
Week Five	Public drop-in session	Pukenui	Araiawa (Raio) Hall? Houhora Big Game & Sports Fishing Club?	Wed 10	4 – 6pm	Board members – 1 x council, 1 x iwi 2 TSG members
	Hui	Ahipara	Roma Marae	Sat	10am – 2pm	All Board members Consultant(?) 2 TSG members
Week Six	-	-	-	-	-	
Week Seven	Hui	Ngataki	Wairoa Marae	Sat	10am – 2pm	All Board members Consultant(?) 2 TSG members
Week Eight	Public event	Kaitāia	Kaitāia Markets	Sat	8 – 10am	1 or 2 Board members 1 or 2 TSG members
Week Nine	Hui	Te Kao	Pōtahi Marae	Sat	10am – 2pm	All Board members

Week Ten	Consultant(?)				
	2 x TSG members				
	-	-	-	-	-

Considerations

Options

No.	Option	Advantages	Disadvantages
1	Endorse the recommendations	Confirming processes will help minimise risk or delays to the production of the Beach Management Plan	Nil
2	Decline recommendations	Nil	<p>The board will be making decisions on technical matters. Not having the necessary background information to make such decisions may leave the Board open to challenges.</p> <p>Without clear and consistent processes in place for engaging Te Hiku o Te Ika Iwi may lead to confused messaging and delays in the project plan to develop the beach management plan.</p>

The TSG recommended option is one.

2. Significance and engagement

These decisions do not trigger the council significance and engagement policies and therefore the Board is able to make this decision without the need to undertake further public consultation. Further iwi, hapū and wider public engagement will be required as the beach management plan is prepared.

3. Policy, risk management and legislative compliance

The decisions listed in this report comply with the legislation to establish the Te Oneroa-a-Tōhē Board as well as the Boards Terms of Reference and Standing Orders. They will also act to mitigate potential future project risks.

Further considerations

4. Community views

Community views (beyond those represented on the Board) have not been sought in making the recommendations. The implementation of the process to develop the beach management plan will have benefits for the local community as it will address various issues the community has with the management of Te Oneroa-a-Tōhē. The design of the process to prepare the beach management plan is a decision for the Board to make. Furthermore, the proposed preparation process involves various opportunities for community views to be expressed and considered.

5. Māori impact statement

Māori views (beyond those represented on the Board) have not been sought in making the recommendations. The implementation of the process to develop the beach management plan will have benefits for Māori as it will address various issues Māori have with the management of Te Oneroa-a-Tōhē. The design of the process to prepare the beach management plan is a decision for the Board to make. Furthermore, the proposed preparation process involves various opportunities for Māori views to be expressed and considered.

6. Financial implications

7. There are no budgetary issues associated with this decision. Implementation issues

While implementation issues are addressed in the overall Beach Management Project Plan and further in this paper. There remains a risk to the project if we are unable to identify key iwi support personnel.

Attachments/Ngā tapirihanga

Nil

Authorised by Group Manager

Name: Jonathan Gibbard
Title: Group Manager - Strategy, Governance and Engagement
Date: 17 May 2019

TITLE: Financial Report

ID: A1193182

From: Rachel Ropiha, Kaiarahi - Kaupapa Māori

Executive Summary / Whakarāpopototanga

The purpose of this report is to provide the financial statement of the Te Oneroa-a-Tōhē Board for the month ending 30 April 2019.

Recommendation

That the 'Financial Report' by Rachel Ropiha, Kaiarahi - Kaupapa Māori and dated 16 May 2019, be received.

Background / Tuhinga

A detailed financial report is provided in Attachment 1.

In summary, to date the Board has expended \$60,006.17 from the following funds:

- | | | |
|---------------------------|-----------|------------------------|
| 1. Board Operational Fund | \$150,000 | \$122,816.58 remaining |
| 2. Plan Development Fund | \$250,000 | \$217,177.25 remaining |

Attachments/Ngā tapirihanga

Attachment 1: Financial Report to end April 2019

Authorised by Group Manager

Name: Jonathan Gibbard

Title: Group Manager - Strategy, Governance and Engagement

Date: 17 May 2019

ID: A1194072 14

TITLE: Business with the Public Excluded

Executive Summary

The purpose of this report is to recommend that the public be excluded from the proceedings of this meeting to consider the confidential matters detailed below for the reasons given.

Recommendations

1. That the public be excluded from the proceedings of this meeting to consider confidential matters.
2. That the general subject of the matters to be considered whilst the public is excluded, the reasons for passing this resolution in relation to this matter, and the specific grounds under the Local Government Official Information and Meetings Act 1987 for the passing of this resolution, are as follows:

Item No.	Item Issue	Reasons/Grounds
5.1	Briefing re Beach Management Plan	The withholding of which is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information s7(2)(b)(ii) and free and frank expression of opinions by or between members or officers or employees of any local authority s7(2)(f)(i).ss

Considerations

1. Options

Not applicable. This is an administrative procedure.

2. Significance and Engagement

This is a procedural matter required by law. Hence when assessed against council policy is deemed to be of low significance.

3. Policy and Legislative Compliance

The report complies with the provisions to exclude the public from the whole or any part of the proceedings of any meeting as detailed in sections 47 and 48 of the Local Government Official Information Act 1987.

4. Other Considerations

Being a purely administrative matter; Community Views, Māori Impact Statement, Financial Implications, and Implementation Issues are not applicable.