

AGENDA

RĀRANGI TAKE

Huihuinga O Te Poari O

Te Oneroa-A-Tōhē

Te Oneroa-A-Tōhē Board

Thursday 21 February 2019 at 10am - 2pm

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

Meeting to be held in the Te Ahu Centre, Kaitiaia
on Thursday 21 February 2019, commencing at 10am - 2pm

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, Te Rūnanga o Te Rarawa, Haami Piripi

Northland Regional Council,
Councillor Mike Finlayson

Northland Regional Council,
Councillor Paul Dimery

Deputy Chair, Far North
District Council, Mate Radich

Te Rūnanga o Ngati Kuri,
Graeme Neho

Te Rūnanga Nui o Te Aupouri
Trust, Waitai Peterei

Te Rūnanga o NgaiTakoto,
Rangitane Marsden

Far North District Council
Mayor, John Carter

KARAKIA/WHAKATAU

Item

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KARAKIA WHAKAMUTUNGA

TITLE: Confirmation of Minutes - 9 November 2018

ID: A1161893

From: Te Oneroa-a-Tōhē, Technical Steering Group

Recommendation/Ngā mahi tūtohutia

That the minutes of the Te Oneroa-A-Tōhē Board meeting held on 9 November 2018 be confirmed as a true and correct record.

Attachments/Ngā tapirihanga

Attachment 1: Minutes of the Te Oneroa-a-Tōhē Board meeting held on 9 November 2018

Authorised by Group Manager

Name: Jonathan Gibbard

Title: Group Manager - Strategy, Governance and Engagement

Date: 15 February 2019

Te Oneroa-A-Tōhē Board
9 November 2018

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

Meeting held in the Te Rūnanga o Te Rarawa
16 Matthews Avenue, Kaitiāia
on Friday 9 November 2018, commencing at 1pm

Tuhinga (Present):

Chair, Te Rūnanga o Te Rarawa, Haami Piripi
Deputy Chair, Far North District Council, Mate Radich
Te Rūnanga o Ngāti Kuri, Graeme Neho
Te Rūnanga Nui o Te Aupouri Trust, Waitai Petera
Northland Regional Council, Councillor Mike Finlayson
Northland Regional Council, Councillor Paul Dimery
Far North District Council Mayor, Hon John Carter
Secretarial note: Mayor Carter arrived 1.33pm

I Tae Mai (In Attendance):

Huihuinga i te katoa (Full Meeting)

Chief Executive, Te Rūnanga Nui o Te Aupouri Trust
GM – Governance and Engagement, Northland Regional Council
Kaiahi Kaupapa Māori, Northland Regional Council
GM – Policy and Planning, Far North District Council
Community and Policy Development Manager, Far North District Council
Strategic Advisor – Māori, Far North District Council

Huihuinga i te wahanga (Part Meeting)

Bronwyn Bauer Hunt, Te Rūnanga o Te Rarawa

The Chair declared the meeting open at 1.17pm.

Karakia Tīmatanga and Whakatau Petera / Piripi

Whakautu Neho

Whakapahā/Apologies (Item 1.0)

Moved (Neho/ Finlayson)

That the apology from Member Rangitane Marsden, Te Rūnanga o NgaiTakoto for non-attendance be received.

Carried

Secretarial Note:

Te Oneroa-A-Tōhē Board
9 November 2018

There were staff apologies from Shaun Clarke, Chief Executive Far North District Council, Malcolm Nicolson, Chief Executive Northland Regional Council, and apologies from Kevin Robinson, Chief Executive Te Rūnanga o Te Rarawa (advised 2.12pm).

Whakapuakanga o mua (Declarations of Conflicts of Interest)

There were no conflicts of interest.

Confirmation of Minutes - 25 May Extraordinary Minutes (Item 3.1)

ID: A1125918

Report from Sally Bowron, Governance and Engagement Team Admin/PA

Recommendation

That the unconfirmed minutes of the Te Oneroa-A-Tōhē extraordinary meeting held on 25 May 2018 be confirmed as a true and correct record noting the following corrections.

- Staff in attendance: Rachel Ropiha, Kaiarahi Kaupapa Māori (from Matauranga Māori)
- Apologies: Ngāti Kuri Trust Board (from Te Rūnanga o Ngāti Kuri)
- Staff apologies: Kevin Robinson, Te Rūnanga o Te Rarawa (from Te Rūnanga o Te Rarawki)

Moved (Peters / Dimery)

Carried

Te Oneroa-a-Tōhē Board: Iwi position on future operations (Item 4.1)

ID: A1125374

Report from Rachel Ropiha, Kaiarahi - Kaupapa Māori

Recommendation(s)

1. That the report 'Te Oneroa-a-Tōhē Board: Iwi position on future operations' by Haami Piripi, Chairman, Te Oneroa-a-Tōhē Board and dated 5 November 2018, be received.

Moved (Piripi / Dimery)

Carried

Te Oneroa-a-Tōhē Board: future operations (Item 4.2)

ID: A1118479

Report from Rachel Ropiha, Kaiarahi - Kaupapa Māori

Recommendation(s)

1. That the report 'Te Oneroa-a-Tōhē Board: future operations' by the Technical Advisory Group and dated 5 November 2018, be received.
2. That Te Oneroa-a-Tōhē Board resolve to continue operating and develop a beach management plan, noting the standing apology of Te Rūnanga o Ngāi Takoto, and

Moved (Finlayson / Neho)

Carried unanimously

ID: A1127578

2

Te Oneroa-A-Tōhē Board
9 November 2018

3. That staff prepare a revised draft project plan for completing a beach management plan for Te Oneroa-a-Tōhē Boards consideration at the first meeting in 2019, and
4. That Te Oneroa-a-Tōhē Board authorise the expenditure of up to \$12,000 for swim safety signage at Ahipara, Waipapakauri, Hukatere, The Bluff and Te Paki on ramps, and
5. That this expenditure is subject to legal advice that Board funds can be used for this purpose.

Moved (Peters / Carter)

Carried

Secretarial note: Cr Radich left the meeting at 2.40pm

Financial report of Te Oneroa-a-Tōhē Trust Board (Item 4.3)

ID: A1125881

Report from Rachel Ropiha, Kaiarahi - Kaupapa Māori

Recommendation

That the report 'Financial report of Te Oneroa-a-Tōhē Trust Board' by Rachel Ropiha, Kaiarahi - Kaupapa Māori and dated 5 November 2018, be received.

Moved (Finlayson / Peters)

Carried

Karakia Mutunga Matua Graeme Neho

Whakamutunga (Conclusion)

The meeting concluded at 2.59pm.

TITLE: Project charter: Developing a beach management plan

ID: A1160460

From: Te Oneroa-a-Tōhē, Technical Steering Group

Executive summary/Whakarāpopototanga

At its November 2018 meeting, the Te Oneroa-a-Tōhē Board (the Board) received a paper on the future operations (of the Board). Having considered a number of options, the Board resolved to progress the development of a beach management plan; tasking the Technical Steering Group with developing a proposal for achieving this.

The purpose of this paper is to present the Board with a project charter for the development of the beach management plan. The project charter sets out the roles, responsibilities, objectives and key milestones for the project. It is the 'terms of reference' for the project with a more detailed project plan and community engagement plan to be the subject of a Board workshop following the completion of the formal meeting.

Recommendations/Ngā mahi tūtohutia

1. That the report 'Project charter: Developing a beach management plan' by Te Oneroa-a-Tōhē, Technical Steering Group and dated 5 February 2019, be received.
2. That Te Oneroa-a-Tōhē Board endorse the Project Charter confirming project roles, responsibilities, objectives and key milestones for the development of the Beach Management Plan.

Background/Tuhinga

At its November 2018 meeting, the Board agreed to proceed with developing the beach management plan. In order to better inform this process and provide clarity, staff have prepared a Project Charter which outlines a number of key responsibilities and outcomes. Agreeing a Project Charter is common practice for such projects and helps to ensure all involved have a common understanding of roles, responsibilities, objectives, key milestones and deliverables.

The proposed Project Charter confirms the role of the Board, Technical Steering Group, Project Manager and role of external consultant services. It also proposes a high level budget outline.

Assuming the project charter will be approved, it is proposed that the Board break into a workshop following the formal Board meeting to discuss in more detail the next steps required to prepare a detailed project plan and associated communications plan.

It should be noted that considerable work has already been undertaken as part of the outputs from the original contract to prepare the beach management plan. This information is valuable and will be used to inform the revised project plan and act as the basis / starting point for future development works.

Considerations

1. Options

No.	Option	Advantages	Disadvantages
1	Endorse the recommendations	The Board has a common understanding and agreed process to manage the development of the beach management plan	Nil
2	Do not endorse recommendations	Nil	There will be no clear process to manage the project to develop the beach management plan which may result in future misunderstandings.

The Technical Steering Group recommends option 1, to endorse the project charter and set a clear process and clear identification of respective roles, responsibilities, objectives, key milestones and deliverables. This will set a strong basis for the Board to develop the project plan, community engagement plan and progress the development of the beach management plan.

2. Significance and engagement

[Significance and Engagement Policy](#) This decision does not trigger the significance and engagement policy and therefore the Board is able to make this decision without the need to undertake further public consultation. Further iwi, hapu and wider public engagement will be required as the beach management plan is prepared and will be confirmed through the project plan and community engagement plan.

3. Policy, risk management and legislative compliance

This decision, to adopt a Project Charter, does not have any policy or legislative compliance issues and will act to mitigate potential future project risks.

Further considerations

4. Community views

The decision associated with this report is an administrative decision and therefore community views have not been sought.

5. Māori impact statement

The decision associated with this report is an administrative decision. However, tangata whenua views on the project charter were sought via the Technical Steering Group and Board Chairman.

6. Financial implications

The project charter outlines indicative costs associated with implementing a contract to develop a beach management plan. These will be subject to a formal decision of the Board

once the Board has workshoped a contract for service and a communication and engagement strategy.

7. Implementation issues

The Board will be asked to workshop a project plan which includes a communications and engagement strategy. Potential implementation issues will be considered as part of that process.

Attachments/Ngā tapirihanga

Attachment 1: Draft Project Charter - Beach Management Plan

Authorised by Group Manager

Name: Jonathan Gibbard
Title: Group Manager - Strategy, Governance and Engagement
Date: 15 February 2019

1. Te Oneroa-A-Tōhē Board

Project: Beach Management Plan

He One, He Whenua

2.

Project Charter: Ngā Whāinga

Version 4
Friday 8 February 2019

Document Control

Document Information and Revision History

Document Name	Project Charter – Beach Management Plan
Original Author(s)	Ben Lee

Version	Date	Author(s)	Revision Notes
1	7 December 2018	Ben Lee	Initial version – draft template
2	10 December 2018	Ben Lee	Draft for circulation to technical working party
3	5 February 2019	Ben Lee	Initial draft for TOAT Board agenda
4	8 February 2019	Ben Lee	Draft for TOAT Board agenda

Associated Documents

Document Name	Version	Release Date
None		

Document Sign-Off

Name	Title	Signed off?	Date
Jonathan Gibbard	Group Manager – Strategy, Governance and Engagement: Northland Regional Council	xxxx	xxxx

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1. PROJECT PURPOSE AND OBJECTIVES

1.1. Project Purpose

The purpose of this project is for the Board to approve and adopt a beach management plan that identifies the vision, objectives, and desired outcomes for the Te Oneroa-a-Tōhē management area.

(Note – this is a legislative function of the Board as set out in the settlement legislation).

1.2. Project Objectives

The specific objectives of this project are:

- A Board approved BMP.
- For all members of the Board to actively and publicly support the development of the BMP
- For the member organisations to commit the time and resources necessary to prepare the BMP
- Those that have an interest in Te Oneroa-A-Tōhē have opportunities to share their views
- When it makes decisions about the BMP, the Board understands the impact the BMP will have on those that have an interest in Te Oneroa-A-Tōhē

1.3. Background Information

The settlement legislation requires the Board to prepare a BMP. The purpose of the BMP is set out below¹.

Part of the BMP must address Beach sites A, B, C, and D². This part of the BMP is prepared and approved by the iwi members of the board i.e. it excludes the council members.

Purpose and contents of beach management plan

(1) The purpose of the beach management plan is to—

(a) identify the vision, objectives, and desired outcomes for the Te Oneroa-

¹ Extracts from the Te Rarawa Claims Settlement Act 2015. All the settlement acts have the same wording regarding the preparation of the BMP.

² Mai i Waikanae ki Waikoropūpūnoa (**Beach site A**): Mai i Hukatere ki Waimahuru (**Beach site B**): Mai i Ngāpae ki Waimoho (**Beach site C**): Mai i Waimimiha ki Ngāpae (**Beach site D**):

- a-Tōhē management area; and*
- (b) *provide direction to persons authorised to make decisions in relation to the Te Oneroa-a-Tōhē management area; and*
- (c) *express the Board's aspirations for the care and management of the Te Oneroa-a-Tōhē management area, in particular, in relation to the following matters (priority matters):*
- (i) *protecting and preserving the Te Oneroa-a-Tōhē management area from inappropriate use and development and ensuring that the resources of the Te Oneroa-a-Tōhē management area are preserved and enhanced for present and future generations; and*
- (ii) *recognising the importance of the resources of the Te Oneroa-a-Tōhē management area for Te Hiku o Te Ika iwi and ensuring the continuing access of Te Hiku o Te Ika iwi to their mahinga kai; and*
- (iii) *recognising and providing for the spiritual, cultural, and historical relationship of Te Hiku o Te Ika iwi with the Te Oneroa-a-Tōhē management area.*
- (2) *The part of the beach management plan that relates to Beach sites A, B, C, and D —*
- (a) *must provide for the matters set out in [section 41\(3\)](#) of the Reserves Act 1977; and*
- (b) *is deemed to be a management plan for the purposes of that provision.*
- (3) *The beach management plan may include any other matters that the Board considers relevant to the purposes of the beach management plan.*

Te Oneroa-a-Tohe management area means the area shown on the plan in part 5 of the attachments, and includes—

- (a) *the marine and coastal area; and*
- (b) *Beach sites A, B, C, and D vested under subpart 1; and*
- (c) *the Central and South Conservation Areas and Ninety Mile Beach marginal strip (to the extent that section 76 does not apply); and*
- (d) *any other area adjacent to, or that is within the vicinity of, the areas identified in paragraphs (a) and (b), with the agreement of—*
- (i) *the Board; and*
- (ii) *the owner or administrator of the land*

2. RESPONSIBILITY

2.1 The Board

- Accountable for the preparation of the BMP
- Approves the project charter (this document) and the project plan (including budget)
- Directs the scope and content of the BMP (excluding beach sites A, B, C, and D)
- Approves the BMP (excluding beach sites A, B, C, and D)
- Is the spokesperson for media
- Approves any contracts

2.2 Iwi members of the Board

- Accountable for the preparation of the BMP for beach sites A, B, C, and D.
- Approves the part of the BMP for beach sites A, B, C, and D)

2.3 Project financial controller

Jonathan Gibbard (Northland Regional Council):

- Approving expenditure within Board approved budget allocations and signed contracts

2.4 Project manager

Ben Lee (Northland Regional Council):

- Works with Technical Steering Group to prepare project plan and develop the BMP
- Directing the activities for the project
- Managing BMP allocated finances
- Managing the people involved to deliver outputs (e.g. contract management)
- Manage the submissions process
- Organise and run the hearing
- Administrative tasks (e.g. summarising public engagement feedback and organising advertising)

2.5 Technical steering group (TSG)

Each party represented on the Board may have a member. The purpose of the

TSG is to:

- Provide guidance and assistance to the Project Manager with preparing the project plan
- Prepares the public engagement proposal – either as part of project plan or separately.
- Makes recommendations on the scope and content of the BMP to the Board
- Ensures the direction of the Board is implemented in the BMP
- Oversees the drafting of the BMP (if drafted by consultant).
- Recommends to the Board preferred consultants (e.g. to draft and design the BMP)
- Each TSG member will keep their respective Board member updated on the project. In particular, the Board members must be fully up-to-date on the project for each Board meeting.
-

Attributes:

- Will have particular expertise (e.g. policy, tikanga and/or legal).
- Have the time and energy to commit to the role
- Are accessible and responsive

2.6 Stakeholders

The stakeholders identified so far to be engaged with:

- Te Hiku o Te Ika iwi, hapu and marae
- Department of Conservation
- Te Hiku Development Trust
- Te Hiku Community Board
- Ngati Kahu
- Recreational beach users
- Commercial beach users
- Fisheries New Zealand (part of the Ministry for Primary Industries)
- New Zealand Transport Agency
- Far North District Council and Northland Regional Council

3. SCOPE

3.1. Scope Statement

The scope of the project generally encompasses the preparation of the BMP

3.2. Scope Inclusions

The scope of this project includes the following:

- Designing and running engagement process
- Preparing content for the BMP
- The recognition of iwi planning spiritual aspects

The BMP will meet the purpose and contents prescribed in the settlement legislation (refer section 1.3 above for details).

3.3. Scope exclusions

- The BMP will not:
 - XXXXX
 - Implementation of the BMP
 - The design of the process for reviewing the BMP
-

4. KEY DELIVERABLES

4.1. Outcomes and Deliverables

The following have been identified as being key outcomes and deliverables:

- A project charter well understood and approved by the Board
 - A public engagement process³ approved by the Board.
 - A project plan approved by the Board
 - A BMP approved by the Board
-

³ There are two times where public engagement is proposed – at the start (to inform the preparation of the draft BMP) and then after the release of the draft BMP (to get feedback on the draft BMP).

5. TIME FRAMES

5.1. Milestones

The following are the key milestone dates and durations for the project. The tasks are an initial suggestion of a development process and so may change subject to the Boards direction. The timeframes are tight and on the basis of there being no delays.

Tasks	When	Who
Prepare project charter (this document) Prepare draft public engagement proposal	8 February 2019	TSG
Approve project charter and provide feedback on draft public engagement proposal Workshop project plan	21 February 2019	Board
Prepare draft project plan and next version of public engagement proposal	Late Feb 2019	TSG
Approve project plan and public engagement	22 March 2019	Board
Initial public engagement	May – July 2019	Implementation – TBC Board (public engagements)
Initial direction from Board on content of BMP	Early September 2019 (before elections)	Board
Prepare draft BMP and cost/benefit analysis	November 2019 – February 2020	TSG (assisted by consultants)
Summer awareness and public engagement programme	Dec 2018 – Jan 2019	TBC
Approve draft BMP for public feedback	March 2020	Board
Seek public feedback on draft BMP	April – June 2020	TSG (may be assisted by consultants) Board (public engagements)
Hearing	July 2020	Board
Direction for any changes to BMP in response to public feedback	August 2020	Board
Finalise BMP	September -	TSG

	November 2020	
Approve BMP	December 2020	Board

6. COSTS

6.1. Indicative Budget

The following show the indicative budget costs for the project. It is based on assumption of Board approval of development process and use of consultants for engagement and preparation of the BMP.

Consultancy for design and implementation of public engagement (including communication plan)	\$20,000 to \$60,000
Consultancy for writing of BMP and cost/benefit analysis (draft and final version)	\$30,000 to \$40,000
Consultancy for design of BMP	\$10,000
Printing	\$5,000
Building hireage, catering, signage etc for public engagement	\$2,000
Advertising	\$2,000
Hearings recommendation report (consultant)	\$8,000
Total	\$77,000 to \$127,000

7. RISKS IDENTIFIED

7.1. Risks

The following key areas of risk have been identified:

- Board cannot agree
- Board has significantly different views to TSG advice
- Board members do not support and champion BMP development process or BMP
- Costs exceed the budget
- Project members do not commit the necessary time
- Board members do not understand the project (e.g. scope and process)

- Significant public objection to BMP - gets ignored
 - Board members withdraw (no quorum)
 - Those that do not participate on the Board do not support the BMP.
 - Insufficient engagement with iwi partners
-

8. CHANGE MANAGEMENT

8.1. Change Management Process

Change management on the project will be managed as follows:

- Any suggestions for changes to scope, time, or budget should be initially discussed with the project manager.
 - Any change must be within the purpose, objectives and scope of the project.
 - The person proposing the change will complete:
 - the Change Details (Description and Rationale) section of the Change Request form and forward to the Project Manager.
 - Provide written support for the change from at least one Board member
 - The Project Manager will arrange for the Change Impact section of the form to be completed, detailing the Scope, Time and Cost implications of the requested change
 - The person proposing the change will have the opportunity to review and make comment to the Project Manager on the Project Managers assessment of the Change Impact.
 - The Change Request form will be presented to the Board who will decide whether the change is approved or rejected.
-

9. ISSUES MANAGEMENT

9.1. Issues Management process

Issues management on the project will be managed as follows:

- The Project Manager will maintain the Issues Register for the project
- Anyone may raise an issue. The Project Manager will determine whether to add it to the Issues Register, or just solve it on the spot
- Issues will be tracked in the Issues Register, with progressive actions listed in the Current Action column.

- When an issue is resolved, the entry for that issue is moved to the Closed Issues register, for eventual archive and inclusion in Lessons Learned documentation
-

10. COMMUNICATIONS

10.1. Reporting Requirements

The following reporting cycles are to be implemented:

- Project manager to provide a monthly progress report to the Board.
- A standing agenda item at each Board meeting for the Project Manager to provide a progress report.
- TSG members to keep their respective Board members up-to-date on progress.

TITLE: Te Oneroa-a-Tōhē water safety signage update

ID: A1162129

From: Te Oneroa-a-Tōhē, Technical Steering Group

Executive summary/Whakarāpopototanga

This paper seeks to provide an update to Te Oneroa-a-Tōhē Board on:

1. the development and instalment of water safety / safe swimming signage at specific access points to Te Oneroa-a-Tōhē; and
2. the pamphlet developed to raise the profile of the Board and the development of a beach management plan.

Recommendation/Ngā mahi tūtohutia

1. That the report 'Te Oneroa-a-Tōhē water safety signage update' by Te Oneroa-a-Tōhē, Technical Steering Group, and dated 8 February 2019, be received.

Report/Rīpota

Te Oneroa-a-Tōhē water safety signage

At Te Oneroa-a-Tōhē Board's 9 November 2018 meeting it was requested that the Technical Steering Group progress two action points:

1. Production of safe swimming signs for Ahipara, Waipapakauri, Hukatere, Waka Te Haua and Te Paki; and
2. Development of a one-page information pamphlet introducing the role and purpose of the Beach Board.

The beach safety signs were developed and modelled alongside other regional signs, with the signs identifying the following warnings:

- Site / Place Name
- Strong currents / rips
- Large waves
- Supervise children
- Whether this part of the beach is patrolled by Lifeguards
- Regulations applicable to the beach
- Emergency contact – if available; and
- Board member logos (in lieu of specific Board branding).

As requested, the signs were bi-lingual. Local company, Signs of Life Kaitiāia produced the signs which were installed by Far North District Council's Recreational Services.



Board members provided input into the design and the Iwi members provided appropriate Te Reo to be included.

Following feedback received from Board members it was identified the signage for Waipapakauri Ramp would be withheld as there were already a number of signs at this entrance point. Similarly, the Waka Te Haua / Maunganui Bluff sign was not considered necessary as existing signage was installed and the Trust did not believe further warning signage was needed.

The signs were installed on 19 December 2018 at Ahipara (Kaka Street) and Hukatere (Summit Forestry Property). While the sign at Hukatere was removed for a few days it has since been found and reinstalled. The Te Paki sign was installed by the Ngāti Kuri Trust Board.

At the Board's 9 November 2018 meeting, it was determined that expenditure of up to \$12,000 be authorised for the development and installation of water safety signage, however this would be subject to legal advice such that the Board's funds could be used for this purpose.

A legal opinion was sought from Law North Lawyers which identified that "In our opinion the Board is legally permitted to fund safety signs. The decision to fund the signs is ultimately for the Board, and is a governance decision. But if the Board wishes to fund the signs that decision will not be unlawful."

The total costs for the development and installation of these signs came in well within the allocated budget at \$3,830.

The installation of signs at beach access points can be problematic given the environmental and political factors and will need to be considered within the wider beach management plan process. Other implementation issues for the Board to consider are the plethora of signs at entrance points onto the beach and monitoring the signs so that they remain in place.

Te Oneroa-a-Tōhē Board Information Pamphlet

The second action point was to develop a pamphlet that would raise awareness of the Board and its purpose (developing a beach management plan). After talking to a designer, it was decided the best format would be the development of a DL flyer. Below is a copy of the final proof that was printed and delivered to the i-site centre in Kaitiāia for distributing to summer guest. Two hundred copies were printed and Board members were advised that they were able to pick some up for distributing through their networks.

To keep costs to a minimum a council in-house designer was used to design and develop the pamphlet. However, to ensure a professional finish the pamphlets were printed externally. There was not decision by the Board to cover the costs for development and printing of the summer collateral and a retrospective decision is sought by the Board to cover these costs (please refer to Financial Statement agenda item of this report for this decision).



Te Oneroa-a-Tōhē

The long beach of Tōhē

Te Oneroa-a-Tōhē is a special and iconic beach. Named after the Māori chief Tōhē (the long beach of Tōhē), the beach is of extreme cultural, historical and spiritual importance to the five iwi of Te Hiku o Te Ika (the tail of the Fish); Ngāti Kuri, Te Aupouri, Ngāi Takoto, Ngāti Kahu and Te Rarawa.

There are centuries of stories associated with the beach, but it is most well-known by Māori for Te Ara Wairua – the spiritual pathway between the living and the dead and the route our deceased take on the journey to their ancient homeland.

Uru atu ki te wā hou

Enter a new era

Established through Treaty of Waitangi settlement legislation for Te Rarawa, Te Aupouri, Ngāi Takoto and Ngāti Kuri, a new body has been created to govern and manage this coastal treasure. The Te Oneroa-a-Tōhē Board comprises an even split of iwi and local authority members and is chaired by iwi.

The board's current membership is Chairman Haami Piripi (Te Rarawa), Waitai Petera (Te Aupouri), Graeme Noho (Ngāti Kuri) and Rangitane Marsden (Ngāi Takoto) with Northland Regional

Councillors, Paul Dimery and Mike Finlayson and Far North Mayor John Carter and his fellow Far North District Councillor Mate Radich (Deputy Chair).

The purpose of the board is to promote the use, development and protection of Te Oneroa-a-Tōhē | Ninety Mile Beach management area and its resources in a manner which ensures the environmental, economic, social, cultural and spiritual well-being within the area for the benefit of present and future generations.

Titiro ki ngā wā ka heke mai

Looking to the future

A key objective of the board is to jointly design and develop a management plan for the beach, a taonga to both Māori and non-Māori alike. The board intends to do this by consulting widely to find out what issues are facing the beach, thoughts on how to manage these and how to protect the beach to reduce environmental damage. Feedback will greatly influence the plan which the board will then implement. Key issues already identified by the board include cultural imperatives safety, respectful use of the beach, rubbish, care when driving and environmental damage.

A draft proposed plan will be publicly notified in early 2020 and the board will seek submissions from the public. Once this has happened and a final plan agreed it will then need to be recognised and provided for by both the Northland Regional and Far North District Councils in their respective planning processes.

We will be developing a plan over the coming year.
For more info contact
Haami Piripi - Chairman
Te Oneroa-a-Tōhē Board
P 027 441 9426
E haami@terarawa.co.nz



Attachments/Ngā tapirihanga

Nil

Authorised by Group Manager

Name: Jonathan Gibbard
Title: Group Manager - Strategy, Governance and Engagement
Date: 15 February 2019

TITLE: Financial statement
ID: A1161879
From: Te Oneroa-a-Tōhē, Technical Steering Group

Executive summary/Whakarāpopototanga

The purpose of this report is to provide the financial statement of Te Oneroa-a-Tōhē Board (the Board), reimbursement for Te Rūnanga o Te Rarawa for payment of an outstanding invoice and to seek retrospective approval for the printing costs associated with the summer information collateral requested by the Board at its November 2018 meeting.

Recommendations/Ngā mahi tapirihanga

1. That the report 'Financial statement' by Te Oneroa-a-Tōhē, Technical Steering Group and dated 8 February 2019, be received.
2. That the Board resolve to reimburse Te Rūnanga o Te Rarawa for the amount of \$180.00, being the cost of catering of its November 2018 meeting.
3. That the Board retrospectively resolve to pay for the costs of printing the information pamphlet for the summer campaign of \$85.10.

Report/Rīpota

A detailed financial report is provided in Attachment 1. In summary, the Board has to date spent \$57,000 of its initial budget of \$400,000. The initial budget was provided in two categories:

1. Board Operational funds – starting budget \$150,000 – remaining budget \$126,000
2. Plan Development funds – starting budget \$250,000 – remaining budget \$216,000

At its November 2018 meeting the Board resolved to have four swim safety signs produced and installed at various on ramps along the length of the beach. The Board also resolved to draft and distribute an information pamphlet as a way of raising awareness of the Board and its purpose.

At the time, the Board endorsed a capped figure to enable the design, print and instalment of the swim safety signs. However, the Board did not consider a budget for the design and printing of the summer campaign collateral. Staff arranged for a DL flyer to be designed, with the final proof professionally printed and sent to the i-site centre in Kaitiāia for distributing to summer visitors.

The Board has not approved any financial delegations. Therefore, to ensure the Board follows due process, for the allocation of Board funds, this paper seeks retrospective authorisation for the cost of printing the summer campaign collateral. It should be noted that the swim safely signage came in well under budget (and is the subject of a separate report) and that the summer collateral totalled \$85.10 with the design work carried out by council in-house resource to keep costs at a minimum.

A further request for payment also relates to the November meeting of the Board which was held at the offices of Te Rūnanga o Te Rarawa, who paid for the catering at the time. This paper seeks reimbursement for the rūnanga for the amount of \$180.00.

Considerations

1. Options

No.	Option	Advantages	Disadvantages
1	Approve the printing costs for the information pamphlet	The Board will be following due process as outlined in its financial policy for expenditure of Board funds.	Nil
2	Not approve the printing costs for the information pamphlet	Nil	There will be an outstanding debt against the Board needing to be paid.

The staff recommend Option 1 as this will complete an administration process and comply with the Boards financial delegations policy and allow for the payment to proceed.

2. Significance and engagement

[Significance and Engagement Policy](#) This decision does not trigger the Significance and Engagement Policy of regional council and the decision can be made without the need for public consultation.

3. Policy, risk management and legislative compliance

This paper seeks retrospective endorsement of expenditure, which is minor in nature, associated with an action the Board resolved to implement but had not considered appropriate funding to enable the action to be carried out. Approving this recommendation will ensure compliance with the Boards policy for allocation of Board funds.

Further considerations

Attachments/Ngā tapirihanga

Attachment 1: Te Oneroa-a-Tōhē Board financial statement

Authorised by Group Manager

Name: Jonathan Gibbard

Title: Group Manager - Strategy, Governance and Engagement

Date: 15 February 2019

ID: A1164838 27

TITLE: Meeting schedule 2019

ID: A1163493

From: Te Oneroa-a-Tōhē, Technical Steering Group

Executive summary/Whakarāpopototanga

The purpose of this report is for Te Oneroa-a-Tōhē Board (the Board) to consider a schedule of meeting dates for 2019, as stipulated in the settlement legislation pertaining to the Board.

Recommendation(s)/Ngā mahi tūtohutia

1. That the report 'Meeting schedule 2019' by Te Oneroa-a-Tōhē, Technical Steering Group and dated 12 February 2019, be received.
2. That the following meeting schedule be confirmed:

Friday 22 March 2019	Half day formal meeting / workshop
Friday 26 April 2019	Half day formal meeting / workshop
Friday 24 May 2019	
Friday 21 June 2019	
Friday 19 July 2019	
Friday 23 August 2019	
Friday 20 September 2019	
Friday 22 November 2019	
Friday 20 December 2019	

Background/Tuhinga

The settlement legislation that established the Te Oneroa-a-Tōhē Board requires the Board to agree a schedule of meetings that will allow the Board to achieve its purpose and properly discharge its functions, and then to review the meeting schedule on a regular basis.

The Board has previously endorsed a meeting schedule being the third Friday of each month, with the intent to rotate between formal meetings and workshops.

Due to unforeseen circumstances this meeting schedule was disrupted in 2018, however the Board now finds itself in a position to move forward with developing a beach management plan. As such the Board is being asked to consider a schedule of meetings in order to comply with the settlement legislation and to ensure time is secured in respective calendars.

The following schedule of dates follows the same format of previous years, being the third Friday of the month. At this time, as the Board has yet to finalise a process for developing the beach plan, it is hard to anticipate the ratio of formal meetings to workshops. However, it would be prudent to set aside these dates now in representative's busy calendars and confirm meeting type at a later date.

Proposed meeting dates are as follows:

Friday 22 March 2019	Formal meeting followed by workshop
Friday 26 April 2019	Formal meeting followed by workshop
Friday 24 May 2019	
Friday 21 June 2019	

Friday 19 July 2019	
Friday 23 August 2019	
Friday 20 September 2019	
Friday 22 November 2019	
Friday 20 December 2019	

Considerations

1. Options

No.	Option	Advantages	Disadvantages
1	Endorse the meeting schedule recommendation	These dates are secured in respective representative's calendars and the decision is consistent with settlement legislation.	Nil
2	Not endorse the recommendations	Nil	The decision will not be consistent with legislation and it may be difficult to secure time in respective representatives calendars each month.
3	The Board could choose an alternative meeting schedule.	Representatives may decide a different meeting schedule is more suitable for meeting	Will change the meeting day that representatives are now used to

The staff recommend Option 1.

2. Significance and engagement

[Significance and Engagement Policy](#) This decision does not trigger the councils significance and engagement policy therefore public consultation is not required.

3. Policy, risk management and legislative compliance

This decision will be consistent with the settlement legislation for Ngāti Kuri, Te Aupouri, NgaiTakoto and Te Rarawa, via which the Te Oneroa-a-Tōhē Board is established.

Attachments/Ngā tapirihanga

Nil

Authorised by Group Manager

Name: Jonathan Gibbard

Title: Group Manager - Strategy, Governance and Engagement

Date: 15 February 2019