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# Whitireia Park Board

Friday 1 November 2024, 9.30am

Titahi Golf Club, Gloaming Hill, Titahi Bay, Porirua

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## Members

Jenny Ngarimu (Chair)

Chris Kirk-Burnnand

Hikitia Ropata

Caleb Ware

Quentin Duthie

Sharli-Jo Solomon

# Whitireia Park Board

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Friday 1 November 2024, 9.30am

Titahi Golf Club, Gloaming Hill, Titahi Bay, Porirua

## Public Business

No.	Item	Page
1.	Whakawhanaungatanga	
2.	Apologies	
3.	Conflict of interest declarations	
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Please note these minutes remain unconfirmed until the Whitireia Park Board meeting on 1 November 2024

## Public minutes of the Whitireia Park Board meeting on Friday 30 August 2024

Titahi Golf Club  
Gloaming Hill, Titahi Bay, Porirua at 9.30am

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### Members Present

Jenny Ngarimu (Chair)  
Chris Kirk-Burnnand  
Hikitia Ropata  
Sharli-Jo Solomon  
Caleb Ware

### Karakia timatanga

The Board Chair invited Luke Barnsley to open the meeting with a karakia timatanga.

#### 1 Whakawhanaungatanga

Everyone present introduced themselves.

#### 2 Apologies

Moved: Chris Kirk-Burnnand / Hikitia Ropata

*That the Board accepts the apology for absence from Quentin Duthie.*

The motion was **carried**.

#### 3 Declarations of conflicts of interest

There were no declarations of conflicts of interest.

#### 4 Public participation

There was no public participation.

**5 Confirmation of the Public minutes of the Whitireia Park Board meeting on 17 May 2024**

Moved: Chris Kirk-Burnnand / Sharli-Jo Solomon

*That the Board confirms the Public minutes of the Whitireia Park Board meeting on 17 May 2024.*

The motion was **carried**.

**6 Whitireia Park Board Accounts**

Moved: Caleb Ware / Hikitia Ropata

That the Board:

1 *Receives the report.*

2 *Notes that:*

*Income has been received from 1 July 2023 to 30 June 2024:*

- *\$5,500 from Titahi Bay Golf Club for lease of the land*
- *\$1,933.71 Gross Interest*

*Total costs from 1 July 2023 to 30 June 2024 were:*

- *\$825 for the GST payment for the period ended June 2024.*
- *\$40 for the Bank Fee – Auditor Confirmation Report Fee*

*The BNZ Bank account balance as at 30 June 2024 was \$78,447.57.*

The motion was **carried**.

**7 Whitireia Park Restoration Group Report – May to 31 July 2024**

Robyn Smith, Whitireia Park Restoration Group, and James Barnes, Predator Free Titahi Bay, spoke to the report.

**Noted:** The Board requested that Greater Wellington staff initiate conversations with Radio NZ to address weeds at the Radio NZ site

**Noted:** The Board supported the proposal from Predator Free Titahi Bay requesting additional traps to lay a new trap line, and requested that Greater Wellington staff provide assistance.

**Noted:** The Board discussed arranging a celebration for the Whitireia Park Restoration Group volunteers next year to thank them for their mahi and celebrate the Group's 20 year anniversary.

**8 Meeting Schedule for 2025**

Moved: Sharli-Jo Solomon / Caleb Ware

That the Board:

- 1 *Receives the report.*
- 2 *Notes the content of the report.*
- 3 *Adopts the meeting schedule for 2025 as follows:*
  - a *28 February*
  - b *2 May*
  - c *22 August*
  - d *5 December*
- 4 *Notes that the meetings will be scheduled with a 9.30am start.*
- 5 *Authorises the Head of Governance and Democracy, Greater Wellington, in consultation with the Board Chair, to amend the schedule when necessary.*

The motion was **carried**.

#### **9 Report on Te Hau o Matariki Ceremony**

Luke Barnsley , Taiao Te Rūnanga o Toa Rangatira, and Jenny Ngarimu, Chair Whitireia Park Board spoke to the report.

**Noted:** The Board requested that it receive regular updates on Te Hau o Matariki event.

#### **10 Whitireia Park Board Operations Report – August 2024**

David Boone, Manager Ecosystems and Community, Jeremy Paterson, Team Leader Western Parks, Jordan Clear, Mobile Ranger Western, and Kim Broad, Senior Advisor Environment Restoration, spoke to the report.

Moved: Chris Kirk-Burnnand / Caleb Ware

That the Board:

- 1 *Receives the report.*
- 2 *Notes the content of the report.*
- 3 *Requests that the Board Chair write to Greater Wellington outlining the Board's options for funding for asset replacements requiring capital expenditure with options including*
  - a. *Greater Wellington loan-funding without owning the asset,*
  - b. *Greater Wellington owning the asset on Department of Conservation land that is controlled by the Park Board,*
  - c. *that the Board raise funding to replace park assets, independently from Greater Wellington's service agreement.*

*and requests that Greater Wellington confirm its preferred option for the replacement of Whitireia Park assets.*

- 4 *Requests that Greater Wellington officers write to Porirua City Council and Te Rūnanga o Toa Rangatira Inc requesting assistance in capital expenditure for Park assets for the greater community good of Whitireia Park*
- 5 *Approves the 2024/25 operational and capital (to be confirmed) work plan*
- 6 *Approves the procedures of considering Park permissions in between scheduled public Park Board meetings as follows:*
  - a *Ranger staff will provide relevant information using the template in Attachment 2 to this report (necessary amendments may be made to Attachment 2 template as necessary to provide the Board with appropriate information to consider the request and/or to ensure transparent decision making on public record)*
  - b *Only requests of “high urgency” (meaning, cannot be delayed until the next scheduled public Park Board meeting, and “low significance” (meaning that granting the permission request will result in no major effect on the Park or Park users) shall be considered by the Board in between scheduled public Board meetings.*
- 7 *Supports option 1 (Attachment 3) for the implementation of bollards at Kaitawa Point.*
- 8 *Requests that Greater Wellington and Te Rūnanga o Toa Inc collaborate for shared public communications to share with the community the Board’s direction in the restoration of Whitireia Park, in particular for the community’s understanding of the site access restriction relating to (11) above.*

The motion was **carried**.

**Noted:** The Board requested that Greater Wellington staff identify in the annual operational and capital budgets what activities can be met from the Board accounts.

**Noted:** The Board requested Greater Wellington staff organise a site visit to Kaitawa Point to see placement options for the bollards.

**Noted:** The Board requested Greater Wellington staff update the Board at the next meeting on the proposal to manage pest plants in the park, noting the funding shortage highlighted in the report.

## **Karakia whakamutunga**

The Board Chair invited Luke Barnsley to close the meeting with a karakia whakamutunga.

The public meeting closed at 11:24am

J. Ngarimu

**Chair**

Date:

**Whitireia Park Board**  
**1 November 2024**



## WHITIREIA PARK BOARD ACCOUNTS

### Te take mō te pūrongo

#### Purpose

1. To present to the Whitireia Park Board (the Board) the management accounts for the period 1 July 2024 to 30 September 2024.

### He tūtohu

#### Recommendations

That the Board:

- 1 **Receives** the report.
- 2 **Notes** that:

Income has been received from 1 July 2024 to 30 September 2024:

- \$1,375 from Titahi Bay Golf Club for lease of the land
- \$1,081 Gross Interest

Total costs from 1 July 2024 to 30 September 2024 were:

- \$412.5 for the GST payment

The BNZ Bank account balance as at 30 September 2024 was \$80,697.65.

### Ngā āpitihanga

#### Attachments

Number	Title
1	<a href="#">Whitireia Park Board Financial Statements</a>

### Ngā kaiwaitohu

#### Signatories

Writer	Zoe Chen – Senior Business Accountant
Approver	Jack Mace – Director, Delivery Environment Group Lian Butcher – Group Manager, Environment Group

## Attachment 1 to Whitireia Park Board Accounts

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

	2023/24 Full Year	2024/25 Q1	GW Entries 2023/24 Full Year	GW Entries 2024/25 Q1
<b>Income</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Water Rates	-	-	7,309	-
Lease	5,500	1,375	-	-
Interest	1,934	1,081	-	-
GWRC	-	-	209,043	50,813
<b>Total Income</b>	<b>7,434</b>	<b>2,456</b>	<b>216,352</b>	<b>50,813</b>
<b>Less Expenditure</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Water rates expense	-	-	7,850	499
Sundry	40	-	-	-
Depreciation Expense	1,676	419	-	-
Project Materials	-	-	40	4,850
Printing	-	-	712	-
Stationery	-	-	-	78
Postage & Couriers	-	-	427	-
Property Rates	-	-	-	1,733
Security	-	-	8,778	3,100
Cleaning & Toiletrie	-	-	10,088	2,444
Advertising	-	-	518	1
Settlement-Materials & Supplies	-	-	-	1,376
Contractors - Labour	-	-	61,375	7,060
Contractors - Machin	-	-	2,550	7,000
Contractors - Constr	-	-	25,421	522
Contractors - Facili	-	-	-	-
GWRC Vehicle Costs	-	-	-	-
GWRC Staff Time	-	-	98,592	22,152
<b>Total Expenditure</b>	<b>1,716</b>	<b>419</b>	<b>216,352</b>	<b>50,813</b>
<b>Net Surplus / (Deficit)</b>	<b>5,718</b>	<b>2,037</b>	<b>-</b>	<b>-</b>



**Whitireia Park Board**  
**Balance Sheet as at 30 September 2024**

	30 Sept 2024	GW Entries 30 Sept 2024
<b>FUNDS AND RESERVES</b>		
Accumulated Funds	77,244	82,962
Net Surplus (Deficit)	5,718	2,037
<b>TOTAL FUNDS AND RESERVES</b>	<b>82,962</b>	<b>84,999</b>
Represented By:		
<b>CURRENT ASSETS</b>		
Current Account	78,448	80,698
Sundry Debtors	82	82
GST Receivable	-	-
<b>Total Current Assets</b>	<b>78,530</b>	<b>80,780</b>
Fixed Assets	285,806	285,806
Accumulated Depreciation	(281,531)	(281,950)
<b>Total Fixed Assets</b>	<b>4,275</b>	<b>3,856</b>
<b>Total Assets</b>	<b>82,804</b>	<b>84,635</b>
<b>CURRENT LIABILITES</b>		
GST Payable	(198)	(404)
Sundry Creditors	40	40
<b>Total Current Liabilites</b>	<b>(158)</b>	<b>(364)</b>
<b>Total Liabilites</b>	<b>(158)</b>	<b>(364)</b>
<b>NET ASSETS</b>	<b>82,962</b>	<b>84,999</b>

**Whitireia Park Board**  
**1 November 2024**



## **WHITIREIA PARK RESTORATION GROUP REPORT**

### **Te take mō te pūrongo**

#### **Purpose**

1. To update the Whitireia Park Board (the Board) on the works undertaken by the Whitireia Restoration Group for the period 1 August to October 2024.

#### **Planning for the 2025 Planting season**

2. Planning for the next planting season and weed control has begun with a site visit with Kim Broad and Shawn Johnson. The fire caused a change to the some of the planting sites last winter but we hope to get back on track. The areas in green were planted in place of some of Area A which was burnt. Greater Wellington Regional Council (Greater Wellington) is planning to spray gorse re-growth this summer before we can plant.



Figure 1: 2025 Planting Sites

3. We will also continue to plant between the track and shoreline in the bay past Kaioua Bay. This will be a good barrier for birds feeding in the bay at low tide and will also reinforce the shoreline reducing impacts from storm events. We hope to see mātātā establish in this area in a few years.

### ***Leptinella nana* (Nationally Endangered)**

4. *Leptinella nana* was recently moved from Threatened – Nationally Critical to the slightly less threatened category of Threatened – Nationally Endangered following the discovery of a significant new population in the Marlborough Sounds, however this species faces ongoing threats including hybridisation with other *Leptinella* species and the impacts of flooding.
5. In Whitireia, the two *Leptinella nana* sites have been hand weeded and additional plants of local tauhinu and mānuka have been planted to extend the habitat for this taonga. Dead, leafless branches have been laid across plants exposed to the sun. This dappled shade increases survivability through dry periods.
6. The plots affected by the drought last summer have rebounded very well. One area in particular which had a significant area of dieback during the drought has dozens of seeds germinating in the dead patch. Considering the seed size is less than 1mm wide, it is incredible that so many seeds have germinated and show how in order to colonise new areas, *L. nana* needs disturbed sites.
7. In both sites, I have again hand cleared small areas which will be suitable to transplant plugs of *L. nana* next autumn. In site B the ephemeral stream is still flowing following the rains over the past two months which helps to keep the gully moist going into summer.



Figure 2: Potential new site for *L. nana* – Site B



Figure 3: New Seedlings of *L.nana* germinating – Site A

### **Predator Control**

8. There are five trappers servicing the trap lines in Whitireia Park. The year to date total is 122 pests. In the past 60 days 16 pests have been caught.
9. A breakdown of pest types caught over the past year is:
  - Rats – 59
  - Mustelids – 30
  - Hedgehogs – 19
  - Other – 13
  - Possums – 0
10. Extra possum traps have been installed by Greater Wellington Broadcasting building after a Possum was sighted in the area. Possum traps in the bush block have been checked, all clear.
11. Predator Free Titahi Bay proposal for 10 new traps was approved and these traps will be included in TrapNZ and results will be posted in the board reports.



Figure: 4 A weasel caught in a North American weasel trap on the escarpment

### **Lizard project**

12. We have adapted the research model to better help us understand the relationship between the increase in lizard abundance and pest control. Currently, we cannot distinguish between the 'site' variable and the pest control variable. To address this, we have turned off the pest network in Bay B. This means we now have two control sites and one treatment site.
13. We expect lizard numbers to drop in Bay B over the next three years while continuing to rise in Bay C. We are monitoring the population in November 2024 but are not expecting any noticeable change given it has only been a year since we adapted the approach. We have initiated discussions with Luke Barnsley about resurrecting the ornate skink translocation proposal and will come back to the board if there is an interest to drive this forward.

### **Pest plants and daylighting taonga species**

14. The track which runs from the wetland past the dam to the bush remnant was cleared recently. It was overgrown with gorse and difficult to access the bush. The maire tawake which was planted in a swampy area between the dam and edge of the forest are growing very well. This area was originally a huge area of blackberry which the Ngāti Toa Taiao team cleared prior to planting. There is some blackberry regrowth which will be controlled over the summer.
15. With planting season over, we will be back to holding regular weedbusting mornings in the park over the summer months using the tools provided by the Te Awarua o Porirua Community Environment fund.
16. In the regenerating bush between the toilets and forest remnant, we have planted a number of ewekuri *Streblus banksii*. Lightwelling by careful pruning of trees bigger

than the ewekuri has also been done. They will eventually reach the same height as the surrounding trees.



Figure:6 Maire tawaka *Syzygium maire*



Figure 7: Ewekuri *Streblus banksii* male flower

**Volunteer Hours**

<b>Month</b>	<b>Trapping</b>	<b>Lizard project</b>	<b>Planting prep</b>	<b>Planting</b>	<b>Maintenance</b>	<b>Promotion Admin</b>
August to November	20	0	7	37	13	12

**Ngā kaiwaitohu Signatories**

Writers	Robyn Smith, Chris Gibbons, Rob Hughes, Niki Edwards, Angus Hulme-Moir, Lisa Casasanto, Edmund Stephen-Smith, Robert Stratford, Nick Hartley, Mike Jacobson
Approvers	Jack Mace – Director, Delivery Environment Group Lian Butcher – Group Manager, Environment Group

**Whitireia Park Board**  
**1 November 2024**



## **WHITIREIA PARK BOARD OPERATIONS REPORT – NOVEMBER 2024**

### **Te take mō te pūrongo**

#### **Purpose**

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

### **Park Ranger Update**

#### ***Kaitawa point gate options***

2. Rangers have had further kōrero with Ngāti Toa about the proposed bollards and gate. Ngāti Toa management has requested they be involved in any further discussion about options as these may have future management plan implications. Ngāti Toa has also indicated they don't want any digging to occur in various spots along the proposed route due to the archaeological significance of the site. Rangers will work through these issues over the next few months and report back to the board when a preferred approach is known.

#### ***Fire risk management***

3. Rangers have been preparing for the upcoming fire season. Existing fire breaks will be mowed in mid-November 2024. Rangers will be using the same guidelines for fire threat management as the previous year. Rangers will be engaging with community groups and stakeholder to refresh the activity controls. Greater Wellington Regional Council (Greater Wellington) will be utilising several different channels to get information out to the public about the fire season including social media, radio ads and website information.
4. Work is progressing on the park's fire threat management plan and we expect to share it with the Board at the 28 of February 2025 board meeting.

#### ***2024 fire damage rehabilitation***

5. Rangers received consultant advice and have prepared rehabilitation actions. An aerial gorse spraying operation over the next few months is needed. Initial planting of the site will occur in the 2025 planting season. The focus of this planting will be from the gulleys to the ridges, leaving the ridge tops open at this stage to allow for future access and maintenance.

#### ***Inland track slip repair***

6. Consent has been approved for Inland Track slip repair. Rangers are now looking for an opportunity to undertake this work, hopefully before Christmas 2024. It is



expected that the track will be closed for up to three weeks to be able to safely complete this work. Rangers will update the Board via email when this work is scheduled.

**Security Camera**

7. Rangers have had issues with the security camera at the Thornley street gate. A new battery and solar panel have been installed to allow the camera to operate 24 hours per day.

**Capital expenditure and asset replacement**

8. Officers have prepared advice to the Board regarding the intent for the Board to draft a letter to Greater Wellington seeking confirmation of capital expenditure and asset ownership within the park.

**Park visitor satisfaction survey.**

9. The 2024 Regional Parks and River Trails Satisfaction Survey has been completed the report published on the Greater Wellington website: <https://www.gw.govt.nz/your-region/plans-policies-and-bylaws/plans-and-reports/parks-plans/toitu-te-whenua-parks-network-plan-2020-30/implementing-toitu-te-whenua-parks-network-plan-2020-30/enhancing-recreation-experiences/parks-survey/>. Whitireia Park was included in the survey again this year for the Park Board. In summary the results show:
  - a There was a jump in overall survey respondent satisfaction with visits from 82% to 89% between 2023 and 2024.
  - b The 'net promotor score' (if people would recommend visiting the park to others) also indicated more people would recommend visiting the park; increase from 22.4 to 34.7)
  - c The most popular activities undertaken continue to be walking and dog walking, followed by sightseeing and beach visits.
  - d The most mentioned improvement needs were:
    - i Improve the safety and security of Whitireia Park
    - ii Improve the natural environment
    - iii Maintain and improve the roads.
    - iv More rubbish bins
    - v Improve parking(last year was improve access, tracks and safety)
10. Most survey respondents who report visiting Whitireia come from Porirua but there are a good number from further afield:

Table 110 shows Whitireia Park visitation by region.

	Kāpiti Coast	Hutt Valley	Porirua	Wairarapa	Wellington City	Outside of Wellington
Whitireia Park	16% 22	13% 60	56% 91	9% 9	23% 120	25% 2

Table 110: Whitireia Park visited by region

### **Park Permissions**

11. No permission requests/applications have been received since the last park board meeting.

### **Key Native Ecosystem management**

#### **Pest animal control**

12. Volunteers continue to operate the network of traps and bait stations across the park and Greater Wellington is grateful for the effort that the group puts into this mahi. Greater Wellington is providing ten predator traps to plug a gap in the trap network. Predator Free Titahi Bay will install and operate these traps.
13. A night-time search of the park for pest animals was carried out by staff in October 2024. No possums, hares, rabbits or hedgehogs were observed. These night-time surveys are carried out quarterly and are aimed at keeping the park free of possums, hares and rabbits and reducing hedgehog numbers. No possums have been caught in traps deployed following the sighting of a possum on the edge of the park in June 2024 and no further sighting or sign has been observed. The possum may have succumbed to toxin that is held in bait stations located along the southern boundary of the park.

#### **Weed control**

14. Staff have completed planning of annual weed control actions. These include:
  - a Aerial control of multiple weed species on the coastal escarpment, and of licorice plant through the centre of the park
  - b Ground-based control of Spanish heath, boxthorn, Japanese honeysuckle and climbing asparagus
  - c Control of weeds impacting the dune ecosystems.
15. Funding for weed control has been increased by \$12,000 to allow for the progressive rolling back of climbing asparagus from internal areas of the park to be commenced.
16. Te Rūnanga o Toa Rangatira will be contracted to undertake most of the ground-based control work this year.

**Revegetation**

- 17. Staff met with members of the restoration group in mid-October 2024 to plan preparation work in next winter’s community planting sites (weed control and spot spraying). Sites include the ongoing project towards the top of Te Onepoto Stream catchment that’s funded by the Porirua Community Environmental Fund and the coastal site south of Kaiarau Bay.

**Ngā hua ahumoni  
Financial implications**

- 18. There are no financial implications relevant to this report for the Board to consider.

**He tūtohu  
Recommendations**

That the Board:

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

**Ngā kaiwaitohu  
Signatories**

Writers	Jeremy Paterson – Western Parks Team Leader
Approvers	Jack Mace – Director, Delivery Lian Butcher – Group Manager, Environment