

AGENDA

RĀRANGI TAKE

**Huihuinga O Te Poari O
Te Oneroa-A-Tōhē**
Te Oneroa-a-Tōhē Board
Friday 17 April 2020 at 10.00am

Te Oneroa-a-Tōhē



Rārangi Take O Te Poari Te Oneroa-a-Tōhē Board Agenda

Meeting to be held in the Banquet Room, Te Ahu Centre
cnr State Highway 1 & Matthews Ave, Kaitaia
on Friday 17 April 2020, 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, Mate Radich
Far North District Council

Graeme Neho
Ngāti Kuri Trust Board

Cr Colin (Toss) Kitchen
Northland Regional Council

Cr Marty Robinson
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: A1303868

From: Rachael King, Board Secretary

Tūtohutanga | Recommendation

That the minutes of the Te Oneroa-a-Tōhe Board meeting held on 20 March 2020 be confirmed as a true and correct record.

Ngā tapirihanga | Attachments

Attachment 1: Minutes of Meeting - 20 March 2020 [↓](#) 

Authorised by Group Manager

Name: Jonathan Gibbard

Title: Group Manager - Strategy, Governance and Engagement

Date: 08 April 2020

Te Oneroa-a-Tōhē Board
20 March 2020

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

Meeting held in the Banquet Room, Te Ahu Centre
cnr State Highway 1 & Matthews Ave, Kaitaia
on Friday 20 March 2020, 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	Ngāti Kuri Trust Board	
John Witana	Te Rūnanga Nui o Te Aupouri Trust	
Cr Marty Robinson	Northland Regional Council	

I Tae Mae | In Attendance:

Huihuinga i te katoa | Full Meeting
NRC - Strategy, Policy & Planning Manager
NRC - Strategy, Policy & Planning Administrator (minutes)
FNDC Policy Planner
David Badham, Barker & Associates
Phil Ross, Marine Ecologist, University of Waikato

Huihuinga i te wahanga | Part Meeting
FNDC - Manager, Te Hono
TROTR - General Manager

The Chair declared the meeting open at 10.07am

KARAKIA TIMATANGA ME WHAKATAU

Witana / Piripi / Neho

1.0 NGĀ WHAKAPAHĀ | APOLOGIES

Moved (Radich / Neho)

That the apologies from Colin (Toss) Kitchen and John Carter be received.

Carried

Secretarial Note: Jonathan Gibbard and Rachel Ropiha also sent their apologies

Auriole Ruka and Sheila Taylor attempted to join the meeting via teleconference, however, the technology failed to work

2.0 NGĀ WHAKAPUAKANGA | DECLARATIONS OF CONFLICTS OF INTEREST

The Chair advised that he has been re-elected Chair of Te Rūnanga o Te Rarawa.

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

Te Oneroa-a-Tōhē Board
20 March 2020

3.0 WHAKĀTURANGA | PRESENTATION

3.1 Assessing the impacts of mechanical mussel spat harvesting on the shellfish of Te Oneroa-a-Tōhe

Presentation from Phil Ross, Marine Ecologist, University of Waikato

Provided detailed findings from a recent experiment and information on related upcoming research being conducted

12.04pm - George Riley joined the meeting

Robert Akuhata left the meeting

4.0 WHAKĀE NGĀ MINITI | CONFIRMATION OF MINUTES

4.1 Confirmation of Minutes

ID: A1295601

Report from Rachael King, Board Secretary

Moved (Radich / Witana)

That the minutes of the Te Oneroa-a-Tōhe Board meeting held on 21 February 2020 be confirmed as a true and correct record.

Carried

5.0 NGĀ RIMITI | ITEMS

5.1 Financial Report

ID: A1295599

Report from Rachael King, Board Secretary

Moved (Neho / Radich)

That the 'Financial Report' by Rachael King, Board Secretary and dated 13 March 2020 be received.

Carried

KARAKIA WHAKAMUTANGA

Witana

Meeting closed 12.36pm

TITLE: Funding for Graphic Design of the Beach Management Plan

ID: A1303722

From: Ben Lee, Strategic Policy and Planning Manager

Whakarāpopototanga | Executive Summary

Approval of funding for \$8,000 from the Board is sought for the graphic design of the draft Beach Management Plan, the four Reserve Management Plans and the Supporting Document.

Attached is a quote from Level – the same company engaged to develop the Board’s branding and that assisted with the summer engagement programme.

Tūtohutanga | Recommendations

1. That the report ‘Funding for Graphic Design of the Beach Management Plan’ by Ben Lee, Strategic Policy and Planning Manager and dated 8 April 2020, be received.
2. That the Te Oneroa-a-Tōhē Board approves up to \$8,000 (excluding GST) being made available for the graphic design of the draft Beach Management Plan, the four Reserve Management Plans and the Supporting Document.
3. That the Te Oneroa-a-Tōhē Board delegates authority, to approve expenditure approved by the Board in accordance with resolution 2, to Jonathan Gibbard, Group Manager – Strategy, Governance and Engagement of the Northland Regional Council.

Considerations

1. Options

No.	Option	Advantages	Disadvantages
1	Approve funding of \$8,000 for graphic design	Documents that are visually appealing and meet the brand and formatting guidelines set by the Board	\$8,000 cost to Board
2	Don’t approve funding of graphic design	Save \$8,000	Documents that have no or little visual appeal and do not meet approved brand and formatting guidelines.

The recommended option is to approve the \$8,000. The Board has the budget and having a visually appealing document is important for engaging people with the documents and to reflect that the documents are a product of the Board

2. Significance and engagement

The decisions do 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.

3. Policy, risk management and legislative compliance

The decisions listed in this report comply with all policy or legislative requirements and will act to mitigate potential future project risks

Other Considerations

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

Ngā tapirihanga | Attachments

Attachment 1: Level Design Quote - April 2020 [↓](#) 

Authorised by Group Manager

Name: Jonathan Gibbard
Title: Group Manager - Strategy, Governance and Engagement
Date: 09 April 2020



Te Oneroa-a-Tōhē Resource Management Plan Documentation Design Quote

BEACH MANAGEMENT PLAN	
<ul style="list-style-type: none"> Design of 40 page document, including layout and style, with two feedback loops for changes and corrections 	\$2000
<ul style="list-style-type: none"> Development of customised graphic elements as outlined below: <ul style="list-style-type: none"> Design of customised maps for the plan Design artist's impression of Te Oneroa-a-Tōhē Develop graphic depicting the vision and desired outcomes Develop graphic to depict the Takapou o Te Oneroa-a-Tōhē and how they relate to one another and the overall development of the BMP Develop visual diagram depicting consultation process Develop visual diagram depicting the structure of the document Develop visual diagram depicting the notification and hearing process Develop graphic to reflect the monitoring and review priority areas Develop diagram depicting the relationship between the BMP and other legislation, as shown in the Rangitāiki River example 	\$1500-\$2000
RESERVE MANAGEMENT PLANS	
<ul style="list-style-type: none"> Design of document layout and style, with two feedback loops for changes and corrections (per document, based on 20 page documents) 	\$500 x 4
SUPPORTING EVALUATION DOCUMENT	
<ul style="list-style-type: none"> Design of 30-40 page document layout and style, with two feedback loops for changes and corrections 	\$1800
TOTAL	\$7300 - \$7800

TITLE: Financial Report
ID: A1303853
From: Rachael King, Board Secretary

Whakarāpopototanga | Executive Summary

The purpose of this report is to provide the financial statement of the Te Oneroa-a-Tōhē Board for the period ending 31 March 2020.

Tūtohutanga | Recommendation

That the 'Financial Report' by Rachael King, Board Secretary and dated 8 April 2020, be received.

Tuhinga | Background

A detailed Financial Report is provided as Attachment 1.

In summary, to date the Board has expended \$140,468.61 from the following funds:

- | | | |
|---------------------------|-----------|------------------------|
| 1. Board Operational Fund | \$150,000 | \$109,152.78 remaining |
| 2. Plan Development Fund | \$250,000 | \$150,378.61 remaining |
-

Ngā tapirihanga | Attachments

Attachment 1: Financial Report - as at 31 March 2020 [↓](#) 

Authorised by Group Manager

Name: Jonathan Gibbard
Title: Group Manager - Strategy, Governance and Engagement
Date: 08 April 2020

Period	Actual Income and Expenditure as at 31 March 2020 (NZ\$ GST exclusive)	TOTAL (A/c 00-6259)			OPERATIONS (CC4701)			PLAN DEVELOPMENT (CC4702)		
		Income	Expenditure	Fund Balance	Income	Expenditure	Fund Balance	Income	Expenditure	Fund Balance
	OPENING BALANCE - 1 JULY 2019			329,427.07			120,843.90			208,583.17
	Income									
1	Interest July 19	459.67			169.35			290.32		
2	Interest August 19	457.33			166.61			290.73		
3	Interest September 19	440.24			160.76			279.48		
4	Interest October 19	436.81			158.33			278.48		
5	Interest November 19	425.52			150.76			274.76		
6	Interest December 19	417.55			154.72			262.83		
7	Interest January 20	441.32			154.94			286.38		
8	Interest February 20	401.62			139.83			261.79		
9	Interest March 20	663.41			261.79			401.62		
				4,143.46			1,517.07			2,626.39
	Less Payments									
2	PR 1255 Monthly Aug 2019 Jilla Commitments TOT board		550.00			550.00				
2	PR 1255 Monthly Aug 2019 Jilla Commitments TOT board		360.00			360.00				
2	19-07 Room Hire TOATB Board Meetings Charitab		86.96			86.96				
2	19-07 Room Hire TOATB Board Meetings Charitab		176.54			176.54				
2	31-07 Air NZ Travelcard		952.00			952.00				
2	31-07 B&A Consultant service		4,608.22			-		4,608.22		
1	18-07 BrandStand NZ TOATB 2 Pull up banners		1,189.55			-		1,189.55		
1	11-07 CaldersTOATB Booklets		225.29			-		225.29		
2	04-07 TOATB OfficeMax17678829		1,176.70			-		1,176.70		
2	22-07 TOATB OfficeMax17742268		30.72			-		30.72		
2	22-07 TOATB OfficeMax17742268		30.72			-		30.72		
2	22-07 TOATB OfficeMax17742268		38.45			-		38.45		
2	31-07 TOTAB Consultation (Inv # 0732)		104.35			-		104.35		
2	20-08 Houhora Big Game food (Inv# 409)		300.00			-		300.00		
3	TOATB Northland Rentals		517.30			517.30				
3	26.08.2019 TOATB		850.00			-		850.00		
3	Catering - TOATB - Feb 2019 Te Ahu Charitab		214.37			-		214.37		
3	Room Hire Te Ahu Charitab		86.96			-		86.96		
3	Catering - TOATB - 22 March 2019 Te Ahu Charitab		233.04			-		233.04		
3	Room Hire Te Ahu Charitab		86.96			-		86.96		
3	Catering - TOATB - 24 May 2019 Te Ahu Charitab		108.70			-		108.70		
3	Room Hire Te Ahu Charitab		86.96			-		86.96		
4	30-09 TOATB Haami Piri flights		1,111.73			1,111.73				
4	PR1264 Monthly Oct 2019 jilla Committee TOAT Board		2,750.00			2,750.00				
4	PR1264 Monthly Oct 2019 jilla Chairman TOAT Board		1,440.00			1,440.00				
4	PR1264 Monthly Oct 2019 jilla Mileage TOAT Board		417.09			417.09				
4	30-09 Consultancy Services		7,427.00			-		7,427.00		
4	30-09 Catering - TOATB - 20 September 2019 Te Ahu Charitab		130.44			-		130.44		
4	30-09 Room Hire Te Ahu Charitab		86.40			-		86.40		
5	31.08 B&A Consutant Recharge		3,569.57			-		3,569.57		
5	11.07.2019 TOARB Consultation Print 282021		225.29			-		225.29		
5	Catering Te Ahu Charitab		160.87			-		160.87		
5	Room Hire Te Ahu Charitab		86.96			-		86.96		

Period	Actual Income and Expenditure as at 31 March 2020 (NZ\$ GST exclusive)	TOTAL (A/c 00-6259)			OPERATIONS (CC4701)			PLAN DEVELOPMENT (CC4702)		
		Income	Expenditure	Fund Balance	Income	Expenditure	Fund Balance	Income	Expenditure	Fund Balance
5	Haami Pripri TOATB		1,059.83			1,059.83				
5	PR1269 Monthly Nov 2019 Jilla		550.00			550.00				
5	PR1269 Monthly Nov 2019 Jilla		360.00			360.00				
6	PR1273 Monthly Dec 2019 Jilla		550.00			550.00				
6	PR1273 Monthly Dec 2019 Jilla		360.00			360.00				
6	TOATB Online Photo portal		2,000.00			-		2,000.00		
6	Consultancy services 2019 to 2020		4,855.42			-		4,855.42		
6	Consultancy services 2019 to 2020		6,435.94			-		6,435.94		
6	TOATB campaign work Level		3,820.00			-		3,820.00		
6	TOATB Printing cost		510.57			-		510.57		
6	TOATB Summer Engagement plan		1,739.14			-		1,739.14		
7	Distribution of TOTAB consulatnt docs Media New		2,810.62			-		2,810.62		
7	2510529 FM lever Arch File-Purple officemax		6.91			-		6.91		
8	TOATB Catering -Lunch 06 December Bronwyn Hunt		250.00			250.00		-		
8	1249 /11/02/2020/18/03 Detailed cost (Time Sheets)		637.11			-		637.11		
9	Haami Pripri TOATB Meeting 06.12.2019		289.53			289.53				
9	PR1293 Monthly Mar 2020 jilla Committee TOAT Board		550.00			550.00				
9	PR1293 Monthly Mar 2020 jilla Chairman TOAT Board		360.00			360.00				
9	EOM Commitment Accrual P0047359/0 AIR NEW ZEALAND TRAVELCARD		240.35			240.35				
9	EOM Commitment Accrual P0047360/0 AIR NEW ZEALAND TRAVELCARD		276.87			276.87				
9	Consultancy services 2019 to 2020 Barker & Associates		10,521.89					10,521.89		
9	EOM Commitment Accrual P0041866/6 BARKER & ASSOCIATES LTD		2,990.82					2,990.82		
9	Advertising - 23 Dec 2019 to 10 Jan 2020 Te Reo Irirangi		1,445.00					1,445.00		
9	2019/20 Summer Beach Engagement Program Te Rarawa Anga		2,000.00			-		2,000.00		
				(74,039.14)			(13,208.20)			(60,830.94)
	ACTUAL CLOSING BALANCE	\$ 4,143.46	\$ 74,039.14	\$ 259,531.39	\$ 1,517.07	\$ 13,208.20	\$ 109,152.78	\$ 2,626.39	\$ 60,830.94	\$ 150,378.61