

Date: Monday 2 May 2016
Time: 6:00pm
Venue: Reception Lounge
 Level 2
 Auckland Town Hall
 301-305 Queen Street, Auckland

TŪPUNA MAUNGA O TĀMAKI MAKĀURAU AUTHORITY

HUI 18 (2 MAY 2016)

Open Agenda

Chair	Paul Majurey	Ngā Mana Whenua o Tāmaki Makaurau (Marutūāhu Rōpū)
Deputy Chair	Hon Christine Fletcher QSO	Auckland Council (Governing Body)
Members	Ngarimu Blair	Ngā Mana Whenua o Tāmaki Makaurau (Ngāti Whātua Rōpū)
	Bill Cashmore	Auckland Council (Governing Body)
	Tipa Compain	Ngā Mana Whenua o Tāmaki Makaurau (Marutūāhu Rōpū)
	Chris Darby	Auckland Council (Governing Body)
	Glenda Fryer	Auckland Council (Deputy Chair – Albert-Eden Local Board)
	Grant Hawke	Ngā Mana Whenua o Tāmaki Makaurau (Ngāti Whātua Rōpū)
	Dennis Kirkwood	Ngā Mana Whenua o Tāmaki Makaurau (Waiohūa-Tāmaki Rōpū)
	Kit Parkinson	Auckland Council (Ōrākei Local Board)
	Simon Randall	Auckland Council (Chair – Maungakiekie-Tāmaki Local Board)
	Te Warena Taua MNZM	Ngā Mana Whenua o Tāmaki Makaurau (Waiohūa-Tāmaki Rōpū)
	Andrew Bignell	Crown Representative

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- 9 Public input process
 - A David Fraser

(Quorum is 7 members, comprising the chair or deputy chair and 2 members appointed by the rōpū entities and 2 members appointed by Auckland Council)

Ngā Mana Whenua o Tāmaki Makaurau Collective Redress Act 2014

109 Functions and powers

- (1) The Maunga Authority has the powers and functions conferred on it by or under this Act or any other enactment.
- (2) In exercising its powers and carrying out its functions in relation to the maunga, the Maunga Authority must have regard to—
 - (a) the spiritual, ancestral, cultural, customary, and historical significance of the maunga to Ngā Mana Whenua o Tāmaki Makaurau; and
 - (b) section 41(2).
- (3) In exercising its powers and carrying out its functions in relation to the administered lands, the Maunga Authority must have regard to the spiritual, ancestral, cultural, customary, and historical significance of the administered lands to Ngā Mana Whenua o Tāmaki Makaurau.

[Emphasis added]

41 Maunga must remain as reserves vested in trustee

- (1) This section applies to each maunga once the maunga is—
 - (a) vested in the trustee under subpart 1, 2, or 3 of this Part;and
 - (b) declared a reserve under any of sections 18 to 29, 33, and 39.
- (2) The maunga is held by the trustee for the common benefit of Ngā Mana Whenua o Tāmaki Makaurau and the other people of Auckland.

...

[Emphasis added]

Date: Monday 4 April 2016
Time: 2:48pm
Venue: Reception Lounge
Level 2,
Auckland Town Hall,
301-305 Queen Street, Auckland

TŪPUNA MAUNGA O TĀMAKI MAKAURAU AUTHORITY

HUI 17 (MONDAY 4 APRIL 2016)

Open Minutes

Chair	Paul Majurey	Ngā Mana Whenua o Tāmaki Makaurau (Marutūāhu Rōpū)
Members	Bill Cashmore	Auckland Council (Governing Body)
	Tipa Compain	Ngā Mana Whenua o Tāmaki Makaurau (Marutūāhu Rōpū)
	Chris Darby	Auckland Council (Governing Body)
	Glenda Fryer	Auckland Council (Deputy Chair – Albert-Eden Local Board)
	Dennis Kirkwood	Ngā Mana Whenua o Tāmaki Makaurau (Waiohūa-Tāmaki Rōpū)
	Kit Parkinson	Auckland Council (Deputy Chair – Ōrākei Local Board)
	Simon Randall	Auckland Council (Chair – Maungakiekie-Tāmaki Local Board)
	Te Warena Taua MNZM	Ngā Mana Whenua o Tāmaki Makaurau (Waiohūa-Tāmaki Rōpū)
	Tania Tarawa	Crown Representative

APOLOGIES

Ngarimu Blair	Ngā Mana Whenua o Tāmaki Makaurau (Ngāti Whātua Rōpū)
Andrew Bignell	Crown Representative
Hon Christine Fletcher QSO	Auckland Council (Governing Body)
Grant Hawke	Ngā Mana Whenua o Tāmaki Makaurau (Ngāti Whātua Rōpū)

1. Apologies

Moved: Kit Parkinson Seconded: Te Warena Taua

That the Tūpuna Maunga o Tāmaki Makaurau Authority:

- a. **accept** the apology from Andrew Bignell for absence.
- b. **accept** the apology from Ngarimu Blair for absence.
- c. **accept** the apology from Christine Fletcher for absence.
- d. **accept** the apology from Grant Hawke for absence.

CARRIED

2. Declaration of Interest

Members are reminded of the register held by the Lead Officer and the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

There were no declarations of interest.

3. Confirmation of Minutes

Moved: Tipa Compain Seconded: Glenda Fryer

That the Tūpuna Maunga o Tāmaki Makaurau Authority:

- a. **confirm** the minutes of its meeting, held on Monday, 22 February 2016, as a true and correct record.

CARRIED

4. Maunga Authority: Quarterly Report (Q2)

Moved: Glenda Fryer Seconded: Simon Randall

That the Tūpuna Maunga o Tāmaki Maunga Authority:

- a. **note** the attached combined Quarterly Reports for the first 6 months of the 2015/16 financial year.

CARRIED

5. Proposed Tūpuna Maunga Integrated Management Plan Hearing Panel

Moved: Kit Parkinson Seconded: Tipa Compain

That the Tūpuna Maunga o Tāmaki Makaurau Authority:

- a. **appoint** all members of the Tūpuna Maunga o Tāmaki Makaurau Authority to the hearing panel to consider submissions to the Proposed Integrated Management Plan and to make recommendations to the Tūpuna Maunga o Tāmaki Makaurau Authority in relation to those submissions;
- b. **appoint** the Chair of the Tūpuna Maunga o Tāmaki Makaurau Authority as chair of the hearing panel;
- c. **approve** the requirement for the hearing panel quorum to be 4 members, consisting of 2 Ngā Mana Whenua members and 2 Auckland Council appointed members;
- d. **note** that the hearing process for the consideration of submissions received to the Proposed Integrated Management Plan will be in accordance with the process set out in section 41(6)(d) of the Reserves Act 1977.

CARRIED

6. Health and Safety Register

Moved: Bill Cashmore Seconded: Simon Randall

That the Tūpuna Maunga Authority:

- a. **note** the incidents included in the Health and Safety Register, as per Attachment A of the agenda report, and actions taken by management in response.

CARRIED

7. Registers

Moved: Paul Majurey Seconded: Tipa Compain

That the Tūpuna Maunga o Tāmaki Makaurau Authority:

- a. **note** the Registers, as per attachments A – D of the agenda report, which have been updated since Hui 15 (7 December 2015).

CARRIED

8. Public input process

Heritage New Zealand did not attend to present on the topic of general Heritage New Zealand tasks with a focus on activities pertaining to the Tūpuna Maunga.

Te Warena Taua closed the meeting.

3:20pm

The Chairperson thanked members for their attendance and attention to business and declared the meeting closed.

CONFIRMED AS A TRUE AND CORRECT RECORD
AT A MEETING OF THE MAUNGA AUTHORITY HELD
ON

DATE:.....

CHAIRPERSON:.....

Open Agenda

1 Apologies

An apology from Chris Darby has been received.

2 Declaration of Interest

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

3 Confirmation of Minutes

That the Tūpuna Maunga o Tāmaki Makaurau Authority :

- a. confirm the minutes of its meeting, held on Monday, 4 April 2016 as a true and correct record.

4. Tūpuna Maunga Authority: Quarterly Report (Q3)

Authors: Scott de Silva, Manager Tūpuna Maunga and Kym Jones, Financial Advisor – Co-Governance

Purpose	This report provides the Tūpuna Maunga o Tāmaki Makaurau Authority with the Quarterly Report for Q3 of the 2015/16 financial year.
Recommendations	That the Tūpuna Maunga o Tāmaki Maunga Authority: a. note the attached Quarterly Report for Q3 of the 2015/16 financial year.

Quarterly Report for Q3 of the 2015/16 Financial Year

1. Attached is the Tūpuna Maunga Authority Quarterly Report for Q3 (January – March 2016) of the 2015/16 financial year.
2. A Financial Advisor – Co-Governance has been appointed. Our first priority is reviewing the format and approach of the Quarterly Report to demonstrate the budgets are aligned with the Tūpuna Maunga Authority's strategic and operational objectives.
3. This role will also be responsible for developing robust financial policies for the Tūpuna Maunga Authority and addressing the issues identified in the context of preparing the Annual Financial Report.

Attachment:

- A Tūpuna Maunga Authority: Quarterly Report (Q3)

Attachment A

Tūpuna Maunga Authority: Quarterly Report (Q3)



TŪPUNA MAUNGA O TĀMAKI MAKAURAU AUTHORITY

QUARTERLY PERFORMANCE REPORT 3

March 2016 QUARTER

CONTENTS

- 1 Highlights and Achievements in this Quarter**
- 2 Tūpuna Maunga – key activities and Maunga-specific work programmes**
- 3 Financials**
 - 3.1 Operating Revenue and Costs
 - 3.2 Capital Projects

1 Highlights and Achievements in this Quarter

The Tūpuna Maunga o Tamaki Makaurau continued to oversee a busy and full work programme throughout this period.

Below are the key milestones for this quarter:

- **Integrated Management Plan** – the Integrated Management Plan (IMP) will set out how the Maunga Authority will manage the Tūpuna Maunga. At Hui 16 (22 February 2016) the Maunga Authority approved the public notification of the proposed Integrated Management Plan. The Proposed IMP was publicly notified on 27 February 2016 and the submission period closes on Friday 29 April 2016.
- **Maungawhau Kiosk – Request for Proposal (RFP)** - Due to the requirements under the Reserve Act 1977, the establishment of the kiosk operation requires consent to operate. The previous consent lapsed a number of years ago as the building was being refurbished. As part of the requirement a traffic and acoustic report has been produced to accompany the consent and proposed operation.
- **Development of signage brand & logo** - Appointment of Goodfolk as the design agency to develop the logo and brand for the Maunga Authority, production of the Maunga Authority brand and logo.

2 Tūpuna Maunga--- key activities and Maunga-specific work programs

This section of the Performance Report lists each of the Tūpuna Maunga and key activities undertaken in the quarter.

Matukutururu/ Wiri Mountain

- The second round of plant and animal pest control has been completed
- Maintenance contract has been put in place to manage grass and vegetation around the car park and building

Maungakiekie/One Tree Hill

- Underspend is due to not utilising unscheduled component of the maintenance contract

Maungarei/Mount Wellington

- Overspend attributed to completing the second round of pest plant control before schedule

Maungawhau/Mount Eden

- Overspend attributed to the following activities, this has not resulted in an impact on the overall budget as the costs have been covered by the unscheduled component to the maintenance contract.
 - Replacement signs and locks associated with vandalism.
 - Line marking around bus park and summit exit road to inform vehicles of speed restrictions and speed humps.
 - Costs associated with an extension of the guide / shuttle contract.
 - Track repairs on Hillside Crescent track to stabilise surface.
 - Costs associated with placement and servicing of two port-a-loos at the kiosk car park to provide toilets for visitors.
 - Works to remove overhanging vegetation around car parks and access roads that was impeding vehicles.

Ōwairaka/Mount Albert

- Underspend attributed to the delay in starting the 2nd round of pest plant control

Pukewīwī/Puketapapa/Mount Roskill

- Underspend attributed to the delay in starting the 2nd round of pest plant control

Te Kopuke/Titikōpuke/Mount St John

- Underspend attributed to incorrect maintenance contract forecast

Ōhinerau/Mount Hobson

- The second round of plant and animal pest control has been completed

Ōhūiarangi/Pigeon Mountain

- The second round of plant and animal pest control has been completed

Ōtāhuhu/Mount Richmond

- Underspend attributed to the delay in starting the 2nd round of pest plant control

Takarunga/Mount Victoria

- The second round of plant and animal pest control has been completed.
- Program complete to remove overhanging vegetation around car parks and access roads

Te Tātua a Riukiuta/Big King

- The second round of plant and animal pest control has been completed

Mangere Mountain

- Complete fencing / gate repairs around boundary and access road
- Underspend attributed to costs being coded to Tupuna Maunga General budget, this will be corrected in the next performance report

Rarotonga/Mt Smart

- No significant work undertaken

Tūpuna Maunga o Tāmaki Makaurau Authority - General

- The cost of the IMP project to end-March 2016 is \$116,000.

Governance costs

- \$9,000 over budget year to date – this is because of a delay in paying Mana Whenua members resulting in a spike in the expenditure owing to a backdated payment. This will, however, continue to even out over the remainder of the financial year and is forecast to be within budget.

3 FINANCIALS

3.1 Operating revenue and costs

Overall Financial reporting summary for Tūpuna Maunga o Tāmaki Makaurau Authority - Operating revenue and expenditure for Quarter 3 to March 2016

	Actual (Qtr 3)	Budget (Qtr 3)	Variance	Actual (YTD)	Budget (YTD)	Variance	Full Year Budget
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Operating revenue	51	43	8	151	127	24	170
Operating expenditure	675	734	59	2,011	2,031	20	2,728
Governance costs	17	31	14	99	90	-9	122
Net Operating Expenditure	641	722	81	1,959	1,994	35	2,680

Commentary

At the end of Q3 overall net operating costs continue to track close to budget, with a \$35k (1.8%) favourable variance year to date. Variances by Maunga are explained in section 2 of this report (above). The overall forecast variance for the year is to be within budget, with no corrective action needed to achieve this.

Other points to note:

- Overall response (unscheduled) repairs and maintenance expenditure is \$120k ytd against a budget of \$102k, an overspend of \$18k. This level of overspend can be accommodated within the overall budget and there is no impact on the work programme.
- Some budget needs to be reallocated against ledger account codes for the general (i.e. non-maunga specific) costs. For example, most of the budget under this general heading is against the repairs and maintenance line but the actual expenditure is on

consultancy and other cost lines. This will not affect the bottom line reported above but will better align budget with expenditure at account code level.

3.2 Capital projects

Financial Reporting for Tūpuna Maunga o Tāmaki Authority Capital project for Quarter 3 to March 2016

	Actual (Qtr 3)	Budget (Qtr 3)	Variance	Actual (YTD)	Budget (YTD)	Variance	Full Year Budget
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Tupuna Maunga o Tamaki Makaurau Authority capital projects	371	651	280	513	1,731	1,218	1,916

Commentary

Actual Capital spend Year to date is \$513k against a budget of \$1,731k. The underspend is likely to continue through to the end of the financial year, due to delays in planning and consenting. These delays may result in a request to carry forward capital budget to 2017.

Maungawhau

- Completed the motor vehicle restrictions program
- Completed the playground upgrade

Otahuhu

- Stone wall replacement is underway with design work completed. Work is scheduled for completion in 2016.
- Design and consents for road resealing around entrance to Otahuhu with work planned for April /May 2016.

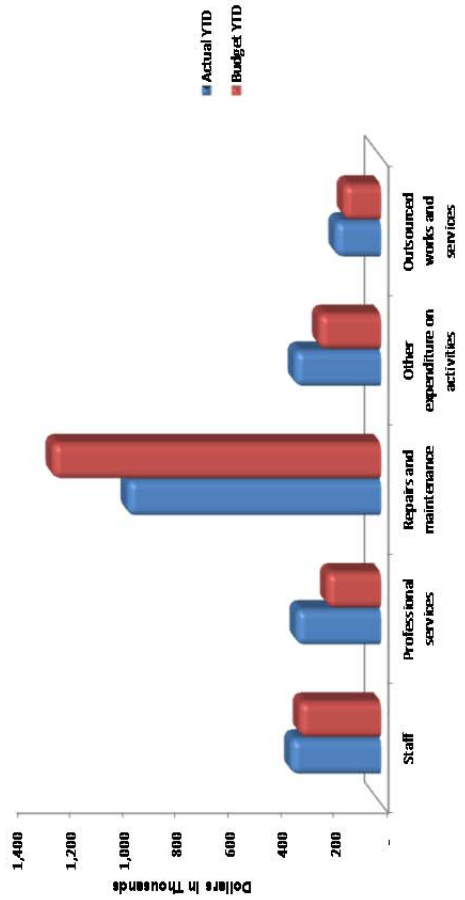
Takarunga

- Completed motor vehicle barrier

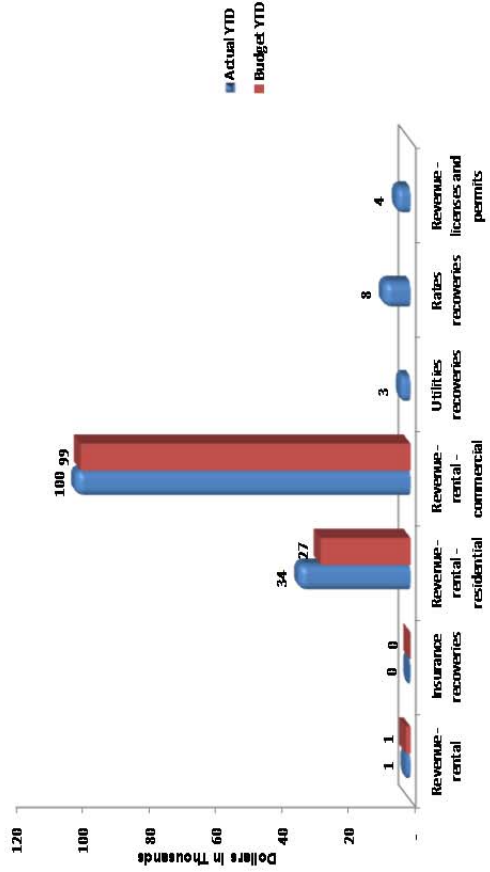
General

- Track and Trail review underway and design consents underway for Hillside Crescent and Ohinerau tracks.
- Design work for the production of the design guidelines and upgrade of the information centre on Maungawhau are due to start mid-2016. The delay in progressing these projects will result in a request to carry forward capital budget to 2017.

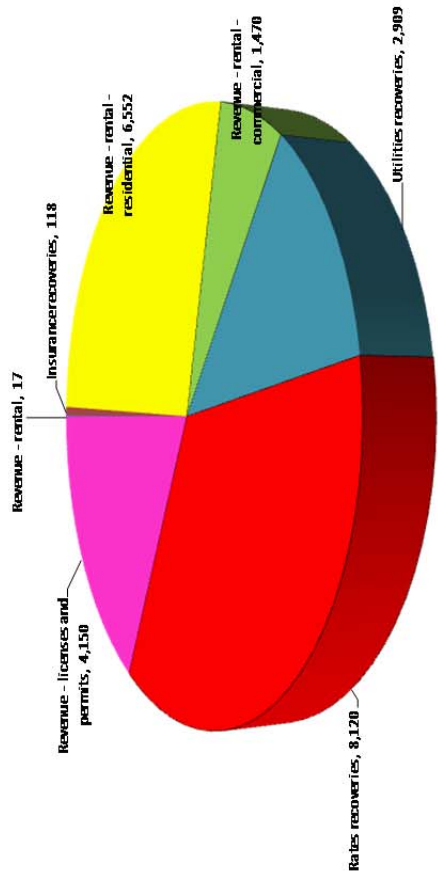
YTD Expenditure against Budget



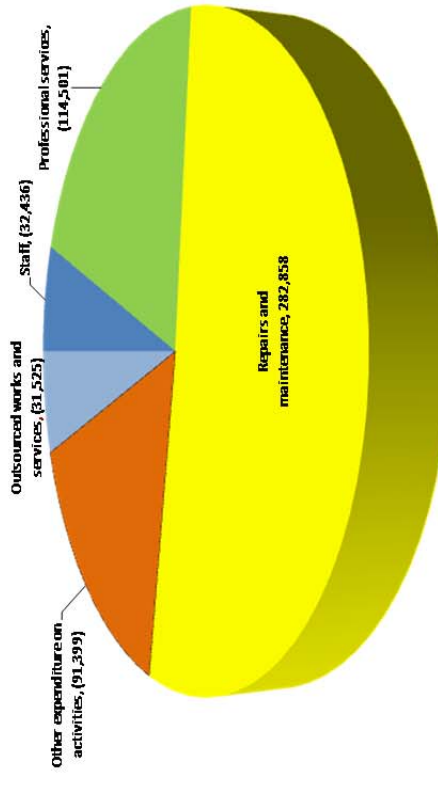
YTD Revenue against Budget



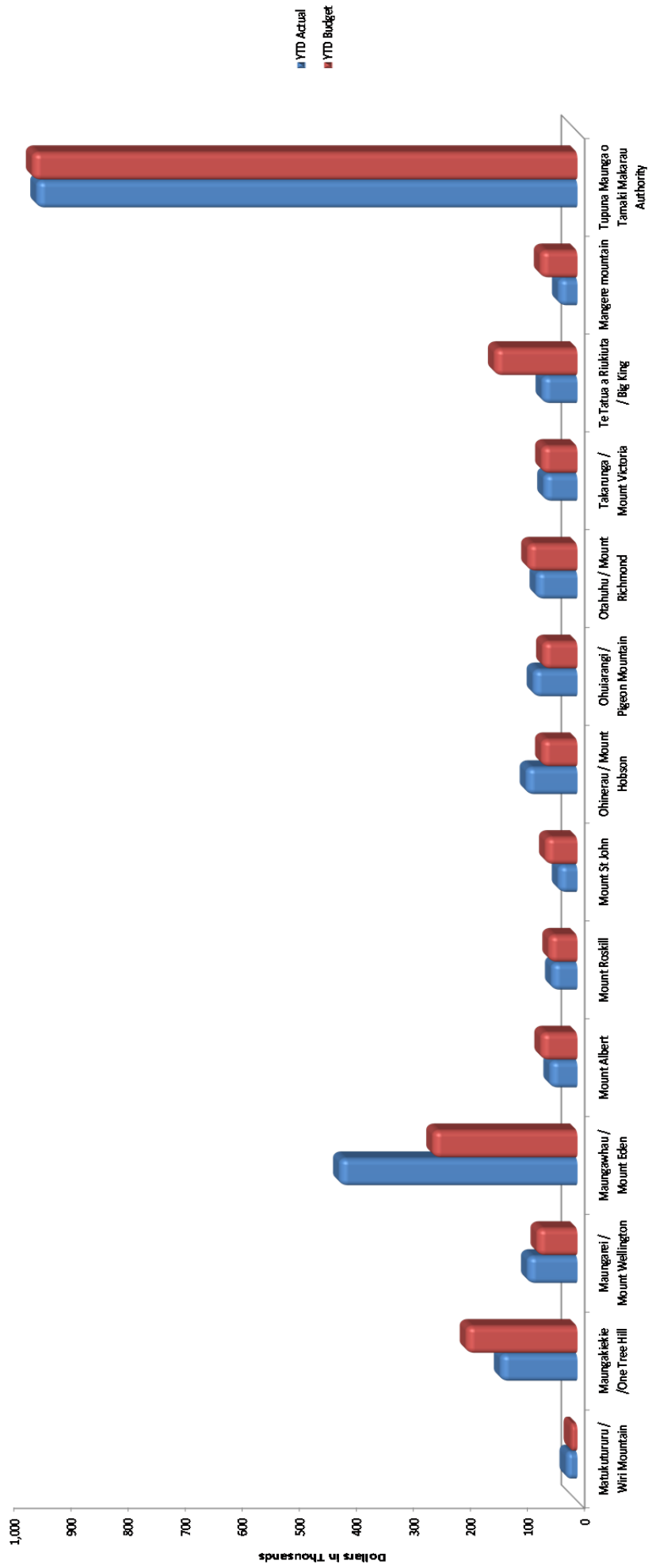
Revenue YTD Variance



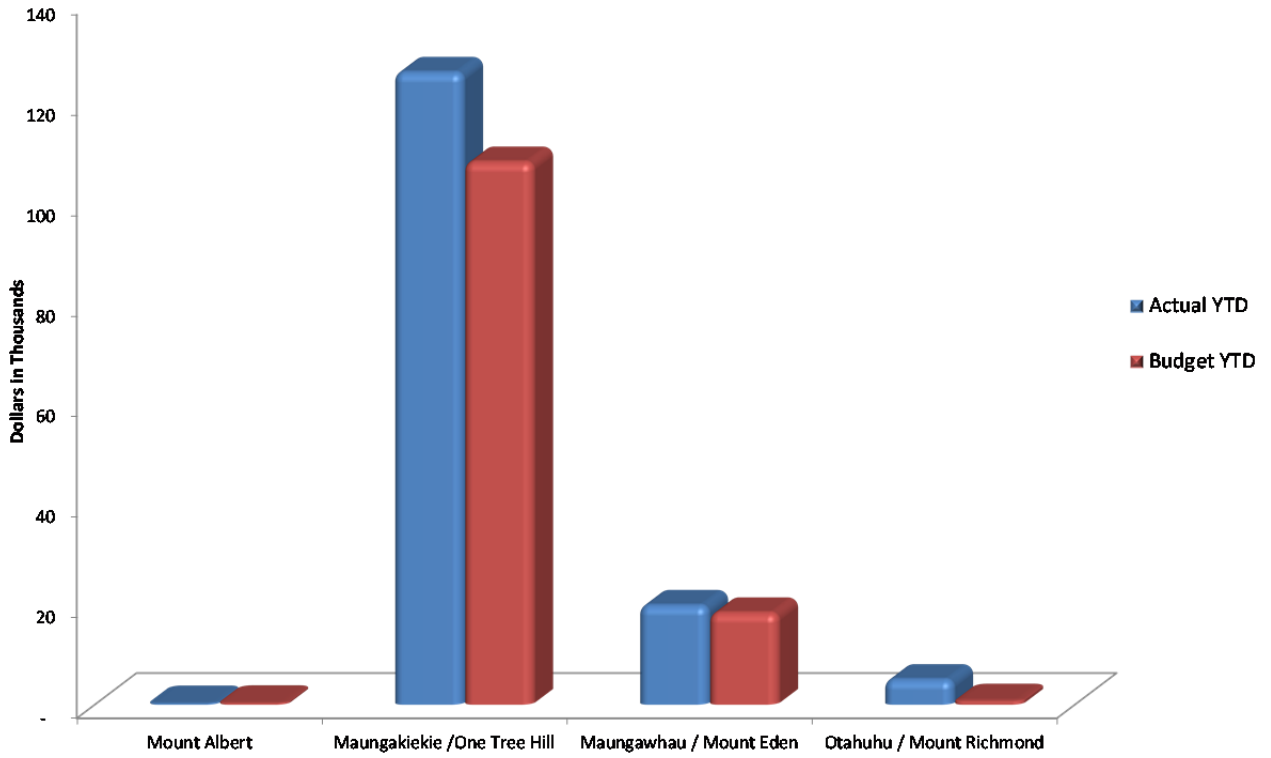
Expenditure YTD Variance



YTD Expenditure by Individual Maunga



YTD Revenue by Individual Maunga



5. Tūpuna Maunga Operational Plan 2016/17

Authors: Scott De Silva (Manager Tūpuna Maunga), Lily Clark (Advisor Tūpuna Maunga Authority)

Purpose	This report seeks the Tūpuna Maunga Authority's approval to the Maunga Authority Operational Plan 2016/17.
Recommendations	That the Tūpuna Maunga Authority: <ol style="list-style-type: none">approve the Tūpuna Maunga Authority Operational Plan 2016/17 which has been amended to reflect submissions;delegate authority to the Manager Tūpuna Maunga to make any final amendments to incorporate further changes agreed at the Hui 18 workshop and any minor errors; andnote the Auckland Council Governing Body will be invited to approve the Maunga Authority Operational Plan 2016/17 for inclusion in the Annual Plan 2016/17 on 30 June 2016.

The Maunga Authority Operational Plan 2016/17

1. The Ngā Mana Whenua o Tāmaki Makaurau Collective Redress Act 2014 provides that the Tūpuna Maunga Authority and Auckland Council must agree an annual operational plan and a summary of that plan for inclusion in Council's annual plan.
2. Attached is a copy of the Tūpuna Maunga Authority Operational Plan 2016/17 (draft Operational Plan) and Summary. The budget for 2016/17 remains as stated in council's Long-Term Plan 2015-25, and can be broken down as follows:
 - \$1,915,844 - Capital expenditure
 - \$2,863,020 - Operating expenditure

Public consultation

3. The draft Operational Plan and draft Summary were made available for public consultation from 15 February to 24 March 2016, in line with council's annual plan submissions period.
4. Six submissions were received on the draft Operational Plan, a summary of which is attached. Management proposed several amendments to the draft Operational Plan to reflect submissions, which were discussed at the Workshop immediately preceding this Hui.
5. A workshop for the Tūpuna Maunga Authority and the Auckland Council Governing Body to jointly consider submissions on the draft Operational Plan was held on 26 April 2016. Attendees were supportive of the work programme identified for the 2016/17 financial year.

Next steps

6. The next step is that the Governing Body will be invited to approve council's Annual Plan 2016/17, including a summary of the Operational Plan, on 30 June 2016.

Future Operational Plans

7. Staff have identified the following focus areas for future operational plans:
 - a. Actions and outcomes sought for the Tūpuna Maunga will be articulated through the strategies and plans developed to implement the draft Integrated Management Plan. These will influence future decisions on opex and capex expenditure.
 - b. Developing meaningful levels of service and non-financial KPIs to report against.
 - c. Greater detail around several matters identified in the Collective Redress Act for inclusion in the operational plan, including facilitation of authorised cultural activities, educational programmes and Ngā Mana Whenua o Tāmaki Makaurau programmes (including iwi or hapū programmes).

6. Mountain Green Archery Club renewal of lease

Author: Michelle Knudsen (Community Lease Advisor)

Purpose	To recommend that the Tūpuna Maunga Authority approves proposed variations to the lease and licence held by the Mountain Green Archery Club Incorporated at Ōwairaka.
Recommendations	<p>That the Tūpuna Maunga Authority:</p> <ol style="list-style-type: none">a. notes the lease and licence to the Mountain Green Archery Club will be renewed for a term of five years commencing 31 March 2016 and expiring 31 March 2021;b. approves proposed variations to the lease and licence on behalf of the Tūpuna Maunga Authority, being:<ol style="list-style-type: none">i. adoption of the Tūpuna Maunga template lease; andii. variation of the rental fee consistently with the Fees and Bonds Schedule for Activities on the Tūpuna Maunga;c. direct staff to negotiate the variations with the Mountain Green Archery Club;d. notes staff will seek the views of the Tūpuna Taonga o Tāmaki Makaurau Trust prior to finalising the renewal; ande. delegates authority to the Lead Officer to finalise the terms of the renewal.

Background

1. The Mountain Green Archery Club Incorporated (the Club) has held a lease and license at Ōwairaka, from 1 April 2006 to 31 March 2016 at a cost of \$500 plus GST per annum. The Club owns the buildings and improvements. The lease is currently rolling over on a month by month basis.
2. The Club has a right of renewal for a further term of five years (from 31 March 2016 to 31 March 2021). On 14 March 2016, the Club gave written notice to staff that it wishes to exercise its renewal upon the same terms and conditions as its current lease.

The Club

3. The Club has been promoting target archery in its current location for over 70 years. The Club's objectives are:
 - to preserve, promote and advance the interests and welfare of the sport of archery in accordance with the most honourable traditions of that sport
 - to encourage participation in competition at all levels
 - to provide instruction in archery

- The Club's audited accounts show proper accounting records have been kept, with income mainly generated from fundraising, appeals and grants.

Membership

- The Club has 134 registered members for the 2015-16 season, which runs from 1 September 2015 to 31 August 2016. The table below shows membership numbers since 2012-2016.

Year	Membership
2015-2016	134
2014-2015	156
2013-2014	152
2012-2013	131

Use of the area

- The lease provides for the Club to use a total area of approximately 8,700 square metres at Ōwairaka (see map attached). The land is owned by the Tūpuna Taonga Trust on behalf of the 13 iwi/hapū of Ngā Mana Whenua o Tāmaki Makaurau as a recreation reserve.
- The Club owns the building and improvements, which includes a clubhouse with a footprint of 83 square metres. The Club currently has exclusive occupancy rights over this area.
- The land that the Club uses for its archery activities comprises of the remaining 8,617 square metres. The Club does not have exclusive occupancy rights over this area however the hours of use specified in the lease and license agreement are effectively for all daylight hours seven days a week (see attachment). During this time, if Club members wish to use the area, the public is excluded. The Club has indicated it would like to retain these hours.

Health and Safety

- The Health and Safety at Work Act 2015 (the Act) came into force on 4 April 2016. Under the Act, a person conducting a business or undertaking (PCBU) has a primary duty to ensure the health and safety of its workers and others insofar as is reasonably practicable.
- The Club is not a PCBU under section 17 of the Act, as it has volunteers only and no employees. Although the Club is not a PCBU, the volunteers are 'other persons' under the Act. As other persons, the volunteers must take reasonable care for their own health and safety, and take reasonable care that their acts or omissions do not adversely affect the health and safety of anyone else.
- The best way to ensure people are healthy and safe on the maunga is for all parties to comply with their duties whenever they are at the Club by:
 - eliminating risks to health and safety, so far as is reasonably practicable; and

- if it is not reasonably practicable to eliminate risks to health and safety, to minimise those risks so far as is reasonably practicable.
12. The Club is committed to ensuring the health and safety of its members and other people on the maunga. All beginner archers, regardless of age, are required to complete a six week course before they can become club members. All club members are also required to sign in and out of a logbook when they are shooting on the archery range.
13. The Tūpuna Maunga template lease includes standard wording regarding the new health and safety duties under the Act. Management will meet with the Club to discuss the new statutory health and safety obligations, the implications for the Club, and measures the Club can put in place to address these obligations.

Variation of the terms and conditions of the lease

14. The Tūpuna Maunga Authority has a right to negotiate an amendment to any of the terms and conditions contained in the Club's lease at the time of renewal. We recommend inviting the Club to adopt the Tūpuna Maunga template lease as part of its renewal. The Tūpuna Maunga lease template reflects the Authority's statutory purpose, the Tūpuna Maunga Values and the direction of the Integrated Management Plan.
15. Further proposed key changes from former leasing arrangements with Auckland Council are:
- alignment with the Fees Schedule for Activities on the Tūpuna Maunga; and
 - a Tūpuna Maunga Outcomes Plan, which will outline the tangible ways in which the lessee agrees to contribute to the Tūpuna Maunga Values.

Fees Schedule for Activities on the Tūpuna Maunga

16. In 2015, the Tūpuna Maunga Authority approved a Fees and Bonds Schedule for Activities on the Tūpuna Maunga. The Schedule was discussed with the Club shortly after its approval.
17. Under the Schedule, the Club is required to pay an initial fee of \$2,240 and a further \$1,740 per annum for the remainder of its lease period for its use of approximately 8,700 square metres at Ōwairaka. This initial fee can be broken down as follows:

\$1,740 for the location fee component (annual fee)

AND

\$500 for the application fee component (one-off fee)

Recommendations

18. Management recommends the Tūpuna Maunga Authority:
1. notes the Club's lease and licence will be renewed for a term of five years commencing 31 March 2016 and expiring 31 March 2021;
 2. approves variations to the lease and license, including:
 - i. adoption of the Tūpuna Maunga template lease; and
 - ii. variation of the rental fee consistently with the Schedule

3. directs staff to negotiate the variations to the lease and licence;
4. notes staff will seek the views of the Tūpuna Taonga o Tāmaki Makaurau Trust prior to finalising the renewal; and
5. delegates authority to the Lead Officer to finalise the terms of the renewal.

Attachments

- A** Site Map for Mountain Green Archery Club Incorporated, Owairaka Domain, 27 Summit Drive, Mt Albert
- B** Usage hours at Ōwairaka for Mountain Green Archery Club

Attachment A

Site Map for Mountain Green Archery Club Incorporated, Owairaka Domain, 27 Summit Drive, Mt Albert

Site Map for Mountain Green Archery Club Incorporated, Owairaka Domain, 27 Summit Drive, Mt Albert

Area subject to lease and license (including clubroom) outlined in red



Attachment B

Usage hours at Ōwairaka for Mountain Green Archery Club

High Season (1 October to 30 April)

Monday	10.00am – 7.00pm
Tuesday	10.00am – 5.00pm
Wednesday	10.00am – 7.00pm
Thursday	10.00am – 5.00pm
Friday	10.00am – 7.00pm
Saturday	9.00am – 5.00pm
Sunday	9.00am – 5.00pm

Low Season (1 May to 30 September)

Monday	10.00am – 4.00pm
Tuesday	10.00am – 4.00pm
Wednesday	10.00am – 4.00pm
Thursday	10.00am – 4.00pm
Friday	10.00am – 4.00pm
Saturday	9.00am – 5.00pm
Sunday	9.00am – 5.00pm

7. Health and Safety Register

Author: Scott De Silva, Manager Volcanic Cones

Purpose	This report updates the Tūpuna Maunga Authority on Health and Safety incidents identified in respect of the Tūpuna Maunga.
Recommendation	That the Tūpuna Maunga Authority a. note the incidents included in the Health and Safety Register (Attachment A) and actions taken by management in response.

1. Attached is the latest Health and Safety Register, which includes earlier summaries of Health and Safety incidents.
2. Two incidents, both of which were near misses, were recorded by staff in respect of the Tūpuna Maunga for the period since Hui 17 (4 April 2016).

Compliance with new legislation

3. The change in health and safety legislation requires us to be proactive about health and safety risks and issues and vigilant in our monitoring and reporting of health and safety matters.
4. The content and form of the Tūpuna Maunga Health and Safety Register will be therefore be reviewed as we finalise the specific measures management will put in place to meet the new legislative obligations.

Attachment

- A** Health and Safety Register

Attachment A
Health and Safety Register

Hui reported to	Maunga	Summary of incident	Number of any near misses	Outcome of investigations into any incidents and near misses	Health and Safety management matters arising
Hui 18	Maungawhau	Cyclist fell off bike at speed hump on downhill section of road.	1	Speed signage already installed; install an additional speed sign on section of road to inform cyclists of appropriate speed	Non-compliance with speed signs resulting in injury
Hui 18	Ōtāhuhu	Wasp nest discovered	1	Contractors were notified and have destroyed the nest	Potential health and safety risk to visitors and volunteers
Hui 17	Maungakiekie	Local user expressed concern that people were injuring themselves using the skate park bowl because of its dated features and surfacing. No specific incident reported.	0	Management will engage a skate park specialist to look at the site and make recommendations for improvements.	Safety assessment of recreational infrastructure
Hui 17	Maungawhau	Wasp nest discovered	0	Contractors notified and will destroy the nest	Risk to visitors and volunteers
Hui 17	Maungakiekie	Child fell off flying fox and broke his arm	1	Management have carried out a safety assessment to ensure it complies with playground standards. In the interim, the flying fox has been closed until the repair work can be confirmed and completed.	Safety assessment of play equipment
Hui 17	Maungawhau	Request to consider fencing the area around the playground because of safety concerns for children playing near a busy road. Note there has not been any recorded incident relating to this request.	0	There are no specifications regarding the installation of fences around playgrounds. Advice received is if the playground is within 5 meters of a road, fencing should be considered. The Maungawhau playground is positioned on average 10 metres from the road. The assessment considered the location and provided the following recommendation: The play space is located well back from the road (average 10m) and there is planting, a footpath and a low post and rail fence between the playground and the road; all providing a sense of enclosure for the play space.	Safety assessment of play equipment
Hui 17	Maungawhau	Contractors threatened by homeless man	2	Police were notified and removed the individual from the site	Safety of visitors, volunteers, contractors and staff
Hui 16	No health and safety incidents reported for this period				
Hui 15	Matukutūruru	Risk to visitors falling off quarry cliff	0	Staffs have investigated and will be placing hazard signs at entrance to the Maunga to advise visitors of risks.	Serious health and safety risks if signs are ignored
Hui 15	Matukutūruru	Staff member fell into an old septic pit	1	The pit has been covered and will be filled. The area around the house will also be mown to expose any other potential risks.	Investigate any hazards remaining from old historic services

Hui reported to	Maunga	Summary of incident	Number of any near misses	Outcome of investigations into any incidents and near misses	Health and Safety management matters arising
Hui 15	Maungawhau	Visitor tripped and fell on exposed pipe	1	Track repairs and pipes covered to remove the tripping hazard	Track maintenance required
Hui 15	Maungawhau	Visitor found urinating in car park, Tāmaki Hikoi guide approached individual and was verbally abused	1	Staff advised the guides to contact the police and record details of the offender's vehicle and description.	Risk to staff and contractors around managing conflict with members of the public, future roles and staff need to be trained if in a position where this is a potential risk
Hui 14	No health and safety incidents reported for this period				
Hui 13	Maungawhau	Tamaki Hikoi guide injured by vehicle	1	Investigation is underway, staff are awaiting the incident and police report from the guide.	Conflict between pedestrians and vehicles.
Hui 12	Ōtāhuhu	Several public complaints about sightings of off road motor bikes on and around the maunga, including reports of damage caused.	0	Potential issues with conflict between pedestrian and motor bikes. Staff have directed security to monitor the site and identify offenders.	Conflict between pedestrians and vehicles
Hui 11	Maungarei	Several complaints made about excessive speed and cars not following directional advice (ie, travelling the wrong way on the road).	0	Issue has been investigated by staff and resulted in the placement of new speed restriction signs and newly painted directional arrows on the road to inform visitors as an interim measure. Review to be completed on all roads signage and markings.	Conflict between pedestrians and vehicles
Hui 11	Maungawhau	Several complaints made about excessive speed and cars not following directional advice (ie, travelling the wrong way on the road).	0	First Security were advised of the conflict issue and requested to open gates closer to the stated time to allow safe passage for early joggers and pedestrians.	Conflict between pedestrians and vehicles
Hui 11	Mt Albert	Several complaints made about excessive speed and cars not following directional advice (ie, travelling the wrong way on the road).	0	Issue has been investigated by staff and resulted in the placement of new speed restriction signs and newly painted directional arrows on the road to inform visitors as an interim measure. Review to be completed on all roads signage and markings.	Conflict between pedestrians and vehicles
Hui 11	Maungawhau	Two incidents reported of vehicles and bicycles not stopping at stop sign at exit of road to the tihi; potential for accident.	2	Issue has been investigated by staff and a speed hump and associated signs have been installed at the stop sign to slow vehicles and cyclists.	Conflict between pedestrians, cyclists and vehicles
Hui 10	No health and safety incidents recorded for this period				

8. Registers

Authors: Lily Clark, Advisor Maunga Authority; Scott De Silva, Manager Volcanic Cones (Presenter); Mike George, Corporate Communications Specialist

Purpose	To provide the Tūpuna Maunga o Tāmaki Makaurau Authority with updated registers of: <ul style="list-style-type: none">a. Public Issues (Attachment A);b. Resource consents (Attachment B); andc. Events (Attachment C).
Recommendations	That the Tūpuna Maunga o Tāmaki Makaurau Authority <ul style="list-style-type: none">a. note the attached Registers, which have been updated since Hui 17 (4 April 2016).

Registers

Attachment A is the updated Public Issues Register.

Attachment C is the updated Resource Consents Register. Since Hui 17, 9 resource consents in proximity to the Tūpuna Maunga were approved by Auckland Council.

Attachment D is the updated Events Register.

Please note there is no Media Register for Hui 18 as there were no significant media items regarding the Tūpuna Maunga Authority to report since Hui 17.

Attachment A

Public Issues Register

Hui	Maunga	Item	Description	Actions Taken	Link to broader issue or strategy
Hui 18	Maungakiekie	Overhanging vegetation	Resident at property adjoining Maungakiekie requested that the vegetation overhanging her property be trimmed or removed	Arborist to assess whether trimming of the tree will have any impacts on its long term health	Vegetation management and neighbouring properties
Hui 18	Takarunga	Vandalism	The automatic entry/exit gate was damaged (mechanical ram was broken off at the weld), and at the same time the gate to the tunnels at the summit was damaged (padlock cage and padlock broken off).	The entry/exit gate is being manually locked while it's being fixed. The padlock on the gate to the tunnels has been replaced.	Security, vandalism, vehicles on Maunga
Hui 18	Maungawhau	Bollard operation	The entry bollard malfunctioned due to being struck by a vehicle	Contractor was notified and has repaired the bollard.	Security, vandalism, vehicles on Maunga
Hui 17	Maungawhau	Motor vehicle in unauthorised area	An Auckland Grammar student riding a motor bike was observed traveling up the exit road	Staff stopped the vehicle and turned it, will be contacting Auckland Grammar about incident	Vehicle restrictions from the tihī of Maungawhau
Hui 17	Maungawhau	Bandstand power box	On two occasions the lock to the bandstand power box was smashed and accessed to play radio	Lock latch replaced, police contacted	Security, vandalism, vehicles on Maunga
Hui 17	Maungawhau	Encroachment	An encroachment at 10 Hillside Crescent, Mt Eden is currently being managed by the council compliance team. The encroachment relates to a retaining wall on the maunga and a neighbouring property.	Working closely with council compliance team	Encroachment policy to be developed
Hui 17	Te Tātua-a-Riukiuta	Fire	Contractors found a smouldering sofa seat dumped on the grass area (next to the walking track)	Fire extinguisher used to put out smouldering sections	Security, vandalism, vehicles on Maunga
Hui 15	Maungarei	Entry gate	Entry and exit gate padlocks missing	Replaced	Security, vandalism, vehicles on Maunga
Hui 15	Maungarei	Entry gate	Gate lifted off hinges	Lifted back on and gudgeon welded to stop this happening again	Security, vandalism, vehicles on Maunga
Hui 15	Maungawhau	Entry gate	Padlock missing	Replaced	Security, vandalism, vehicles on Maunga
Hui 15	Maungawhau	Entry gate	Padlock cut	Replaced	Security, vandalism, vehicles on Maunga
Hui 15	Maungarei	Fire	Large grass fire attended by fire service; started by fireworks	Cut locks replaced	Fireworks, grass fires
Hui 15	Maungawhau	Fire	Small grass fire attended by fire service; started by fireworks	Cut gate fixed. Static guard placed at gate for next two nights	Fireworks, grass fires
Hui 15	Ōhūiarangi	Drinking and vehicle-related incidents	Reports of drinking and vehicle related issues on and around the Maunga by neighbours	To discuss incidents with NZ Police and if problems look at surveillance to identify offenders	Security, alcohol bans on the Maunga, vehicles on Maunga
Hui 15	Maungawhau	Graffiti	Incident involving graffiti on summit road and vehicle barriers	Informed contractors of incident and graffiti removed	Vandalism
Hui 14	No Public Issues reported to Hui 14				
Hui 13	Mount Albert	Rubbish dumping	A member of the public informed Council of a truck load of concrete dumped on the access road to Mount Albert	The concrete has been removed and staff have located the contractor who is believed to have dumped material. Staff have passed the information on to Council compliance officers to follow up	

Hui	Maunga	Item	Description	Actions Taken	Link to broader issue or strategy
Hui 13	Otāhuhu	Volunteer day	Future Auckland Leaders held a volunteer day on Otāhuhu, inviting the Rugby League Club and locals to attend; approximately 100 volunteers attended, collecting rubbish and barking gardens	Manager, Tūpuna Maunga has been involved in the programme and has thanked the Future Auckland Leaders	Volunteer Strategy
Hui 13	Otāhuhu	Trail bikes – access and damage	Over the past few years a number of trail bikes have been using the maunga as an off-track course; this has been causing damage and issues with other visitors	Manager, Tūpuna Maunga have engaged a security company to investigate the matter and the details of a number of riders have been identified; discussions are due to take place with the riders shortly	Unauthorised activities on the Tūpuna Maunga
Hui 12	Maungawhau	Encroachment	Informed of an encroachment on Hillside Crescent.	Staff have recorded the details of the encroachment; will address this issue once the Integrated Management Plan has been completed and a position regarding encroachments has been identified.	Encroachments (Maunga Authority's position to be addressed in the Integrated Management Plan)
Hui 11	Maungakiekie	Replanting on Maungakiekie	Member of the public wanted to know about the possible replanting on the tihi of Maungakiekie.	Staff spoke to individual and informed him the Maunga Authority would be considering whether to replant on the tihi in due course. Staff agreed to update the individual when a decision is made.	Awaiting a decision from the Maunga Authority regarding replanting on Maungakiekie
Hui 11	Maungawhau	Cyclist speed	Numerous complaints have been received about the speed of cyclists on Maungawhau, in particular their failure to adhere to speed restrictions and stop signs.	Addressed the speed issue near the bus car park by placing additional signs and installing speed humps at the stop sign. Engaging with AT on speed calming measures (such as shared spaces) in the context of vehicle restrictions from the tihi of Maungawhau as well as cycleways on the maunga more generally.	Cycleways on the Tūpuna Maunga Vehicle restrictions from the tihi of Maungawhau
Hui 11	Takarunga	Tennis court fencing	Question received regarding the replacement program for the tennis court fencing; concern expressed that this should be addressed earlier than planned. Individual expressed a desire to look at fundraising through the local board or community to address the issue.	Staff spoke to the individual and explained the asset renewal programme in place and the current prioritisation system.	Public expectation regarding asset renewal will be an ongoing challenge. Staff will continue to explain this to members of the public while taking their feedback on board.
Hui 11	Maungawhau	Possible encroachment	Member of the public informed staff of a potential encroachment by his neighbour onto the maunga.	Staff are working with the Resource Consents Department to address this potential encroachment issue.	Encroachments (likely to be addressed in the IMP)
Hui 10	Mt Roskill	Removal of Cross	Member of the public queried the removal of the Cross.	Staff spoke to individual and explained the rationale for the Cross' removal, the discussions with ministers and the Puketāpapa Local Board, and the approval process for future applications.	Unauthorised structures on the Tūpuna Maunga
Hui 10	Mt Roskill	Removal of Cross	Member of the public queried the removal of the Cross.	Staff spoke to individual and explained the rationale for the Cross' removal, the discussions with ministers and the Puketāpapa Local Board, and the approval process for future applications.	Unauthorised structures on the Tūpuna Maunga
Hui 10	Mt Roskill	Removal of Cross	Member of the public queried the removal of the Cross.	Staff spoke to individual and explained the rationale for the Cross' removal, the discussions with ministers and the Puketāpapa Local Board, and the approval process for future applications.	Unauthorised structures on the Tūpuna Maunga

Attachment B

Resource Consents

Application No.	Application Type	Date Lodged	Tūpuna Maunga	Description	Location	Council Outcome
R/TRC/2016/1036	Ace Tree	18/03/2016	Maungakiekie	Works within dripline of Kauri tree	3/38 Campbell Road, One Tree Hill	Approved
R/224C/2016/24/1	224C Certification	23/03/2016	Maungakiekie	224C Certification	23 Raurenga Avenue, Royal Oak	Approved
R/224C/2014/3559/1	224C Certification	5/02/2016	Maungarei	224C Certification	160 College Road, St Johns	Approved
LF-2142557	Land use consent	12/02/2016	Maungauika	Proposal to demolish existing house and build new dwelling	34 Cheltenham Road, Devonport	Approved
R/TRC/2016/916	Ace Tree	25/02/2016	Maungawhau	Pruning of a scheduled tree	310 Mount Eden Road, Mount Eden	Approved
R/LUC/2016/894	Land use consent	8/03/2016	Maungawhau	Additions and alterations to an existing dwelling - remove existing overhang and construct a pergola	9 Castle Drive, Epsom	Approved
R/LUC/2016/1175	Land use consent	30/03/2016	Ōhinerau	Re-planting of flower bed and entrance ground cover at the entrance	181-225 Remuera Road, Remuera	Approved
R/LUC/2016/1340	Land use consent	8/04/2016	Ōwairaka	External alterations and Additions to dwelling	16 Summit Drive, Mount Albert	Approved
R/VCC/2013/2195/1	Vary or Cancel Condition	19/01/2016	Te Kōpuke	S127 amendments to approved swimming pool layout and construction of an external pergola and fireplace	51 Mount St John Avenue, Epsom	Approved

Attachment C
Events Register

Hui reported to	Maunga	Applicant	Event Description	Event date	Status	Revenue
Hui 19	Maungawhau	Unitec	Lichen collection	n/a	Approved	No charge
Hui 19	Maungawhau	Tūpuna Maunga Authority	Love Your Maunga Day	10/04/16	Approved	No charge
Hui 19	Maungawhau	Baxter Dance School	End of term performance	9/04/16	Approved	\$280.00
Hui 18	Mt Roskill	Puketapapa Local Board	Manu Aute Kite Day	26/06/16	Approved	No charge
Hui 18	Maungakiekie	Auckland Council	Playground upgrade	tbc	Approved	No charge
Hui 18	Mangere Mountain	Papatuanuku Kokiri Marae & AT	Raising awareness of Maori suicide	20/03/16	Approved	No charge
Hui 18	Takarunga	Combined churches of Devonport	Easter procession	25/03/16	Approved	\$90.00
Hui 18	Mangere Mountain	Mangere Parishes	Easter procession	25/03/16	Approved	\$90.00
Hui 18	Mt Roskill	Filipino Catholic Church Auckland	Easter procession	25/03/16	Approved	\$90.00
Hui 18	Mt Roskill	Combined churches of Mt Roskill	Easter procession	25/03/16	Approved	\$90.00
Hui 18	Maungawhau	Rebecca Hobbs - Student	Interpretive dance of historic event		Declined	
Hui 18	Various	Rebecca Hobbs - Student	Art associated with maunga	tbc	Approved	No charge
Hui 18	Maungakiekie	Auckland Grammar School	Fun run	postponed	Approved	No charge
Hui 18	Ohinerau	Water care	Waterline upgrade	tbc	Approved	No charge
Hui 18	Maungawhau	Wendy Waller	Wedding	3/01/16	Approved	No charge due to operational issues
Hui 18	Maungakiekie	Panmure Bridge School	Walk and picnic	11/12/15	Approved	No charge
Hui 18	Maungawhau	Mt Eden Normal School	Fun run	29/11/15	Approved	\$190.00
Hui 17	No events applications reported for this period					
Hui 16	No events applications reported for this period					
Hui 15	Maungawhau	Maori TV	Te Aroha Series	20/11/15	Approved	\$900.00
Hui 15	Maungarei	“Chief Gary”	Filming Application	13/11/15	Approved	\$1800.00
Hui 15	Maungarei	“The Rehearsal”	Filming Application	6/10/15	Approved	\$1800.00
Hui 14	No events applications reported for this period					

Hui reported to	Maunga	Applicant	Event Description	Event date	Status	Revenue
Hui 13	Maungarei	NZ Secondary Schools	Cycling event	5/9/15	Approved	\$900.00
Hui 13	Maungawhau	Walk for Hope	Raising awareness on abuse of women	17/10/15	Approved	\$180.00
Hui 13	Maungawhau	Auckland Council / Local Boards	Movies in the Park	12/2/16	Approved	No charge
Hui 13	Maungarei	NZ Film Industry	New Zealand film "The Rehearsal"	6/10/15	Approved	\$1800.00
Hui 13	Maungarei	Panmure King of the Hill	Cycling and running event	11/10/15	Approved	\$280.00
Hui 12	Maungakiekie	Assistance Dogs New Zealand Trust	Walk for Assistance	2/08/15	Approved	\$380.00
Hui 11	No events applications recorded for this period					
Hui 10	Maungawhau	Te Puna Wananga – Epsom Campus	Matariki celebration	22/06/15	Approved	No charge
Hui 10	Maungawhau	Josephine Nathan	Kaupapa - Sexual abuse awareness	11/06/15	Approved	No charge
Hui 10	Maungakiekie	Auckland Council	Matariki celebration	20/06/15	Approved	No charge
Hui 10	Maungakiekie	Auckland City Athletics	King of the Mountain Run	6/06/15	Approved	No charge

9. Public input process

Purpose	To allow individuals/organisations to present to the Tūpuna Maunga o Tāmaki Makaurau Authority.
Recommendations	That the Tūpuna Maunga o Tāmaki Makaurau Authority: a. thank David Fraser for his presentation

The following individuals/organisations have requested to speak:

A David Fraser

Regarding the development at Mātukuturūru.

