



Please note that the full minutes remain unconfirmed until the Board Meeting on 17 May 2024

SUBJECT **Whitireia Park Board Minutes 1 March 2024**

WHEN Friday 1 March 2024, at 9.35am

WHERE Titahi Golf Club, Gloaming Hill, Titahi Bay, Porirua

Present

Jenny Ngarimu (Chair)	Quentin Duthie
Sharli-Jo Solomon	Chris Kirk-Burnnand
Caleb Ware	

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

1 Whakawhanaungatanga

All persons present at the meeting introduced themselves.

2 Apologies

Moved: Caleb Ware / Quentin Duthie

That the Board accepts the apology for absence from Hikitia Ropata.

3 Conflict of interest declarations

There were no declarations of conflict of interest.

4 Confirmation of the minutes of 1 December 2023

Moved: Chris Kirk-Burnnand / Caleb Ware

That the Board confirms the minutes of the meeting of 1 December 2023.

The motion was **CARRIED**.

5 Whitireia Park Board Accounts

Jack Mace, Director Delivery, spoke to the report.

Moved: Chris Kirk-Burnnand / Caleb Ware

That the Board:

1. *Receives the report.*
2. *Approves the content.*

The motion was **CARRIED**.

6 **Whitireia Park Restoration Group update**

Robyn Smith spoke to the report.

Moved: Caleb Ware / Sharli-Jo Solomon

That the Board:

1. *Receives the report.*
2. *Approves the content.*

The motion was **CARRIED**.

7 **Rūnanga Operational Summary**

Luke Barnsley spoke to the report.

Luke Barnsley said that he is working on scoping the timeframes and resources to transition management of the park to Ngāti Toa. Ngāti Toa took over the mowing contract this summer.

He is also seeking direction from the Rūnanga Board about their long-term goals for Whitireia Park. This is needed for their management plan, and will also provide guidance for the Whitireia Park Board in its decision-making.

Moved: Caleb Ware / Sharli-Jo Solomon

That the Board:

1. *Receives the report.*
2. *Approves the content.*

The motion was **CARRIED**.

8 **Whitireia Park Board Operations Report**

Jordan Clear, Mobile Park Ranger Western and Jeremy Paterson, Team Leader Western Parks, spoke to the report.

Moved: Quentin Duthie / Sharli-Jo Solomon

That the Board:

1. *Receives the report.*
2. *Approves the granting of an appropriate concession for the wedding event noted in Section 1 of the report.*
3. *Confirms the informal decision to close the park made by Board members on 12 January 2024 as a formal decision of the Board.*

4. *Agrees, for the purposes of a full or partial closure of Whitireia Park, that the interpretation of “a determination of the Whitireia Park Board”, in line with Bylaw 4(1) shall include circumstances when the Greater Wellington Team Leader, Western Parks, in collaboration with Te Rūnanga o Toa Rangatira officers have:*

a. *completed a park-specific fire risk assessment consistent with current fire danger assessment procedures.*

And/or

b. *chosen to follow Fire and Emergency NZ guidance.*

And/or

c. *considered closure a necessary management response to a local, regional or national emergency.*

The motion was **CARRIED**.

Noted: the Board requested:

- a. Staff provide Board members with a copy of the report on the Whitireia Park fire, once it is available.
- b. A report from Park staff before the next summer season on the lessons learned from the response to the fire.
- c. Staff to provide a list of individuals to be designated as warranted officers to the next meeting of the Whitireia Park Board.

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

The meeting closed at 10.45am.

Jenny Ngarimu

Chair, Whitireia Park Board

Date: