



FILE:	Tkt-01-02 / 210106000624
REPORT TO:	Te Kōhaka o Tūhaitara Trust
DATE OF MEETING:	3rd February 2021
SUBJECT:	Half-Yearly Report for the period ended 31 December 2020

1. PURPOSE

The purpose of this report is to provide the Trustee's with the six-month report for the period ending 31 December 2020.

This report is a requirement under Section 66(1) of the Local Government Act 2002, where the Trust is required to "Within 2 months after the end of the first half of each financial year, the board of a council-controlled organisation must deliver to the shareholders a report on the organisation's operations during that half year".

The adopted report is then forwarded to the Settlor partners, Waimakariri District Council and Te Runanga o Ngāi Tahu.

2. RECOMMENDATION

THAT Te Kōhaka o Tūhaitara Trust:

- (a) **Receives** the six-monthly report for the period ended 31 December 2020.
- (b) **Forwards** this report to the Trust Settlor partners, Waimakariri District Council, Audit Committee and Te Runanga o Ngāi Tahu

3. BACKGROUND

This report is the six-month report which the Trust is required to provide to its Settlor partners, Waimakariri District Council and Te Runanga o Ngāi Tahu.

This report provides the Non-Financial Information which primarily consists of the measures the Trust set and agreed within the Statement of Intent.

Te Kōhaka o Tūhaitara Trust non-financial actions against the 2020/21 Statement of Intent (Measure in Italics)

The Trust will:

1. *Manage and administer the Reserve in accordance with the approved Reserve Management Plan.*

Te Kōhaka o Tūhaitara Trust is managing and administering Tūhaitara Coastal Park in accordance with the Reserve Management Plan, 2015-25 Strategic Plan and current Statement of Intent.

2. Ensure all reporting mechanisms to the Settlers are timely and within their statutory timeframes.

All required reporting during the current financial year except for the Annual Report sign off have been within the required statutory timeframes.

Unfortunately, the final Annual Report was not received until 4.10pm on the 30 November and was not adopted until 8am the next day.

3. Ensure that the health and safety and employment conditions of Trust staff, contractors, and visitors meet relevant legislation.

All contractors, volunteers, and formal visitors are required to complete a hazard review before working in the park. First aid training was completed during November and all staff have current certification.

The Trust continued to monitor the Government Covid 19 websites to provide a safe environment for staff, volunteers, and visitors, and to comply with Ministry of Health advice.

Documents were updated as required including the staff machinery training register.

A hazardous goods container was purchased for chemical and fuel storage.

The Trust engaged **Wayne's Test & Tag** to complete the annual electrical compliance testing of the Trusts electrical appliances and equipment. The Trust equipment complies.

Staff training included the GM enrolling online to complete his first aid certificate renewal.

4. Ensure concessions for events and other activities on Trust land will have Health and Safety Plans and Public Liability Insurance. (Note: Concessions are not just for events, but can be for ice cream vehicles, coffee vehicles, and research activities; they are a mechanism to control all activities.)

All events and other activities e.g. school visits, coffee vendor, have had Health & Safety Plans and insurance during the reporting period.

5. Ensure that lease agreements are compatible with the Reserve Management Plan and finalised where necessary to maximise the revenue potential for the Trust.

Lease agreements are up to date.

The Trust commenced the five-year rent review of the Woodend Beach Holiday Park by notifying Waimakariri District Council within the required timeframe. At the time of this report being written, the five previous years of the sub-lessees audited accounts as required in the lease had not been received.

6. Promote the cultural significance and history of the land. and ensure this is reflected in new programmes.

The Trust continues to promote the cultural significance of the lands. This is ongoing; however, specific opportunities to promote the cultural significance of the lands have included visits by the Ngāi Tūahuriri kaumatua group, a group of 50 Canterbury Secondary school Geography teachers with the aim to including the park into their programs and numerous University, Schools, and community groups.

7. Maximise the opportunities for additional partnerships and sustainable funding to continue with the rehabilitation of Tūhaitara Coastal Park.

The Trust has continued to work with Waimakariri District Council on the Kairaki regeneration lands, with the view to generating income from leasing out the fee simple sections. Considerable progress has been made this year on the draft leases, an expressions of interest process and non-permanent building specifications. Additionally, the Trust has participated actively in the development of draft provisions for the area within the District Plan review.

We have also partnered with the Kaiapoi Pa Trustees and now carry out the maintenance of the site. While this is outside the park, it is an important connect, both physically as an adjoining property for future tree planting on the 2km Kaitiritiri Ridge, and riparian enhancement of the Taranaki Stream.

8. *Develop two performing biota nodes to progress the long-term goal of indigenous coastal forest along the length of the Tūhaitara Park.*

This is a strength of the Trust as we now have a network of thirty-seven Biota Nodes.

This year we have established the Mere & Taituha Whanui, Wētā, and Levi Anglem Whanau Biota Nodes

9. *Continue the rehabilitation of Tūhaitara Coastal Park.*

To date we have planted approximately 5000 native trees and shrubs during the reporting period at Achilles Parade, Tiritirimoana Drive, and the Tūtaepatu Transect.

We have also trapped 355 animal pests during the reporting period, taking the total trapped in the park to 2839 over the life of the program. This has aided the introduction and increase of many native species.

Trust Ranger staff have completed significant woody weed control at the park biodiversity hotspots of Tūtaepatu Lagoon, the Biota Node network and Te Kohanga Wetlands.

10. *Ensure that access and maintenance programmes are in line with strategic plans and priorities and that they are appropriately resourced.*

All access and maintenance programs are in line with strategic plans and priorities and are appropriately resourced.

We have worked closely with Visit Waimakariri to upgrade district access maps in online and promotional material.

We are fortunate to have Waimakariri District Council support to keep the maintain the Pegasus cycle/walkway to a high level.

This year we also started the development of Silk Way, a walking and cycling connection between Woodend Beach Road and Gladstone Road. The trail is named after Tuahiwi kaumatua Patricia Silk Anglem.

11. *Ensure all work programmes and maintenance activities are consistent with the Park's cultural, biodiversity, ecological, and recreation values.*

All programmes and maintenance activities are consistent with the Park's cultural, biodiversity, ecological, and recreation values.

12. *Provide and maintain a minimum 20 kilometres of walking, cycling, and bridle trails within the park for recreational purposes.*

The Trust has continued to maintain a minimum of 20 kilometres of open trails during the reporting period. Additionally, the Trust has upgraded sections of the Tūtaepatu and Pegasus Bay cycle/walkways.

13. *Complete the inclusion of The Pines and Kairaki Beaches regeneration lands into the Tūhaitara Coastal Reserves Management Plan.*

This work remained on hold for the majority of 2020 as we worked through the District Plan review and proposed non-permanent building and lease conditions with Waimakariri District Council staff.

However, at the December 2020 Council meeting, Council recommended the Draft Deed of Amendment, and the Restatement of Te Kōhaka o Tūhaitara Trust Deed dated 19 November 2020 to Ngai Tahu and the Te Kōhaka o Tūhaitara Trust for its consideration.

Council also noted that the District Planning and Regulation Committee was considering appropriate provisions to be included in the Proposed Reviewed Waimakariri District Plan for notification that would give effect to the provisions of the Waimakariri Residential Red Zone Recovery Plan.

It also endorsed the Proposed Deed of Lease for Kairaki Beach, between Te Kōhaka o Tūhaitara Trust [Landlord] and Tenant [Insert Name Of Tenant] dated 11 November 2020.

14. *Complete the inclusion of the Kaitiritiri Ridge and Te Kohanga Wetlands into Tūhaitara Coastal Reserves Management Plan.*

The Trust received approval on 21st December 2020 from Te Runanga o Ngāi Tahu for the lands to be included in the Reserve Management Plan. That is now both Settlor parties

agreeing to the inclusion, and the General Manager has commenced the process to advertise and gazette this in early 2021.

15. *Develop a Mahinga Kai access and policy plan.*

The Trust commenced researching the Mahinga Kai resources within the park, starting with a tuna (eel) survey in December 2020. This is to ascertain type, size, age so that a sustainable access level can be ascertained before the Rahui is lifted.

The Trust commenced planting rongoa species around Tūtaepatu Lagoon and the Biota Node network including horopito, kawa kawa, tawa and tātarāmoa. A species plan and app will be developed during 2021 with the view to making this available to Ngāi Tūahuriri Runanga once the plants are established.

16. *Develop the Te Kohaka o Tūhaitara Trust - future needs infrastructure plan.*

A report and broad ideas list have been completed for discussion at the February 2021 Trust meeting. The plan is to then workshop the ideas to add detail to the development of the infrastructure plan.

The Trust will also look to investigate possible partnerships with other organisations, and groups involved with similar activities.

17. *Develop a walk, cycle, and bridal trail network plan.*

The Trust has worked with Visit Waimakariri to complete an updated trail network plan which links to the adjoining Regional Parks and urban trail network.

Internally, we have completed our core trail network plan with links to our adjoining communities and beyond.

2021 will see the naming and sign posting of all trail intersections, distance markers and promotion of the cycle network.

4. FINANCIAL

Investment

Te Kōhaka o Tūhaitara currently has \$ invested in 3 short term interest accounts to coincide with operational cashflow demands. A proportion of the investment funds are for funded depreciation

Investment Account 00881534921002 \$28,778.22 Matures 15 October 2021 at 1% interest

Investment Account 00881534921004 \$59,654.19 Matures 24 May 2021 at 2.1% interest

Investment Account 00881534921005 \$10,525.61 Matures 9 February 2021 at 0.35%

Cheque Account 0853-0007757-00 \$114,633.04 (As at 31 December 2020)

There are no substantial risks that have been identified at this stage to the achievement of the 2020/21 programme.

Policy

Te Kōhaka o Tūhaitara Trust, under Section 66(1) of the Local Government Act 2002 is required to “Within 2 months after the end of the first half of each financial year, the board of a council-controlled organisation must deliver to the shareholders a report on the organisation’s operations during that half year”.