



Office of the Mayor

21 March 2024

Awahuri Forest Kitchener Park Trust
Jill Darragh (Chair)
FEILDING

Dear Jill

Statement of Expectation for Awahuri Forest Kitchener Park Trust 1 July 2024 – 30 June 2025

Manawatū District Council values the important contribution Awahuri Forest Kitchener Park Trust (AFKPT) makes to our vision of “Proudly Provincial. A great place to land - Wehi nā te kāinga taurikura nei ki tuawhenua”.

This Statement of Expectation provides direction to assist the Trust in preparing its Statement of Intent (SOI) for the three years 2024 – 2027. It also clarifies Council’s expectations on how AFKPT and Council can work together for maximum community benefit.

1.0 Strategic Direction

Manawatū District Council’s vision is:

Proudly provincial. A great place to land - Wehi nā te kāinga taurikura nei ki tuawhenua

Awahuri Kitchener Park has an important role to play in helping Council achieve its strategic priorities to achieve our vision, of particular focus is the strategic priority of an environment to be proud of.

Manawatū District Council’s Strategic priorities are:

- A place to belong and grow. He kāinga e ora pai ai te katoa - We provide leisure and sports facilities and support community activities to encourage social and cultural well-being for everyone.
- A future planned together. He kāinga ka whakamaherea tahitia tōna anamata e te hapori tonu - We work with all parts of our community to plan for a future everyone can enjoy.
- **An environment to be proud of. He kāinga ka rauhītia tōna taiao - We protect and care for the Manawatū District’s natural and physical resources.**
- Infrastructure fit for future. He kāinga ka tūwhena tonu ōna pūnahanga, haere ake nei te wā - We ensure the Manawatū District has infrastructure (water, roads, etc.) that meets the needs of the community now and into the future.
- A prosperous, resilient economy. He kāinga ka tōnui tōna ōhanga - We aim to make the Manawatū District a great place to live, to visit and to do business.

- Value for money and excellence in local government He kāinga ka eke tōna kāwanatanga ā-rohe ki ngā taumata o te kairangi - We take pride in serving our communities. We focus on doing the best for the District.

The overall result Council strives for is - Our people delivering great service and facilities to our community. AFKPT as a Council Controlled Organisation is seen as an extension of Council striving towards this outcome.

2.0 Development of the Statement of Intent (SOI)

When developing Awahuri Forest Kitchener Park’s SOI, we expect that you will address the following:

Council’s Expectations	Comment to Trust for preparation of their SOI 2024 - 2027
Maintain the forest / park, within the existing boundary, as an area of unspoilt nature (scenic reserve) for the benefit of the community and visitors	KPI’s describe the Trusts: <ul style="list-style-type: none"> • pest control activity for plants (i.e. phragmites) and animals • native planting activity (enhancement or replaced planting)
Actively pursue third-party funding opportunities for forest / park investment (to invest in the activities within the forest/park and development of the forest/park)	KPI developed on an agreed minimum number of third-party funding applications lodged by the Trust per annum (on top of any Council based funding)
Plan to develop further walking and cycling tracks within the forest/park to connect to the “loop track concept” described in Council’s Walking & Cycling Strategy	KPI developed to agree on a timeline for the Trust delivering a plan for new walking and cycling tracks in the forest/park that connect to Council’s loop track development
Minimise future flooding impacts to the forest/park through appropriate design and planting	KPI developed that describes the Trust’s flood protection activity vs Horizon’s flood protection activity
Make the forest / park available for educational opportunities	KPI developed that describes the education activity delivered by the Trust vs the education activity delivered by EnviroSchools, or other providers within the park/forest.

3.0 Working together

One of Council's priorities is to establish and manage an effective working relationship based on mutual respect and trust with its CCOs. This means more than regular reporting, it means two-way dialogue and working together to achieve shared outcomes.

To achieve these aims, Council has the following expectations:

- Collaboration - AFKPT will work in a collaborative manner with Council to ensure AFKPT’s policies and decisions represent the strategic direction and best interest of the Council and ultimately the community;
- Communication - There is to be ongoing engagement between AFKPT and Council, both at a governance and operational level, to ensure that all parties are well-informed of each

other's mandate and priorities. Council decisions are to be communicated in a positive manner; any concerns should be raised directly with Council Officers;

- Performance - The Trust is the most important monitor of AFKPT's performance. Council expects the Trust to advise regularly of its performance, implications for future performance, and risks and opportunities faced by the organisation. Reporting to Council is required six-monthly and annually with a no surprises approach to communication. Performance measures will be developed together;
- Partnerships - Strategic partnerships will be developed and maintained;
- Funding – In addition to the grant funding Council provides, opportunities to attract third party investment to be identified and actioned as appropriate.

Council will notify AFKPT of any actions or announcements that may affect the trust before any public announcement is made.

4.0 Responsibilities

The Council expects that AFKPT will:

- Achieve the objectives and performance measures as determined through the AFKP Trust Deed, the Statement of Expectations, and the Statement of Intent;
- Align its strategic priorities to Council's wider strategic priorities;
- Manage financials in a prudent manner which promotes current and future interests of the community, ensuring efficient allocation of public resources;
- Provide audited financial statements which are prepared with generally accepted accounting practice;
- Uphold good governance practices, such as managing real or perceived conflicts of interest in line with Council's policy; be sensitive to the demand for accountability and transparency required by the status of a public entity; and retain good visibility over operational decision-making managing risks in a proactive manner.

The responsibilities of Council are to:

- Provide an operational grant to the Trust for the relevant LTP period;
- Support AFKPT to achieve the objectives of this Statement of Expectation, receiving and approving the draft and final Statement of Intent;
- Appoint trustees to the AFKPT board in accordance with the Trust Deed and Appointment of Directors Policy;
- Monitor AFKPT's performance as informed through the presentation of six monthly and annual reports to Council;
- Build and maintain a relationship of mutual respect and trust, including communicating in a positive manner about AFKPT's successes.

5.0 Accountability, monitoring and transparency

AFKPT is statutorily required to meet its obligations under Part 5 and Schedule 8 of the Local Government Act 2002 (LGA) including achieving the objectives of the Council, be a good employer, and exhibit a sense of social and environmental responsibility. The Act was amended with changes applicable from October 2019.

It is important to the Council that the people of the Manawatū District know that they can attend at least one public board meeting each year, even if the majority will not choose to do so. The Council sees AFKPT's AGM as the ideal opportunity to do this and encourages AFKPT to actively promote this to the public.

6.0 Timeline of the Statement of Intent (SOI)

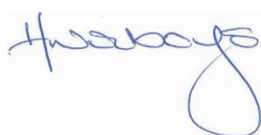
Due to the introduction of Statement of Expectations and Statement of Intent for the first-time following MDC revoking the CCO exemption for FCCT on 01/02/24, the timeline for 2024 / 2025 commences later than it will in subsequent years.

A template will be provided by Council Officers for the completion of the Statement of Intent.

21/03/24	Council approved SOE will be shared with AFKPT soon after this date. Officers will meet with AFKPT to discuss the expectations of Council for the SOI to ensure understanding of what Council wants included and develop performance measures.
On or before 03/05/24	Draft SOI delivered to Council Officers by AFKPT
16/05/24	Draft SOI presented to Council Workshop
By 20/05/24	Council recommended changes to the draft SOI sent to the Trust for consideration / inclusion
On or before 24/05/24	Updated SOI delivered to Council Officers by AFKPT
06/06/24 or 20/06/24	Final SOI presented to Council

We look forward to working with AFKPT collectively as we continue to develop a model of service and facilities that ensure our community thrives socially, culturally, economically and environmentally. We thank the Trust and volunteers of AFKP for their collaboration as we move ahead together.

Yours sincerely



Helen Worboys
Mayor, JP