

Park Ranger: Mauao

2012/2013 Work Plan to deliver requirements of the 2012/2013 Open Space Area Activity Plan and Business Plan

- Prepare for and deliver a wide variety of community volunteer and educational events such as the Learning through Discovery (Coastal) module. Prepare work programmes for abseiled weed control, pest control, rock stability checks, and the Mauao Care Group.
- Performance Plans prepared and agreed - by 31 July 2012.
- Prepare relevant and comprehensive scoping documents for 2013/2014 financial year capital works (incorporating hui where required) by 31 May 2013.
- Capital Works – Oversee the completion of programmed capital works while keeping within budget constraints and avoiding carry forwards.
- Review and implement 3 Year Personal Development Plan – by 30 June 2013.
- Oversee and manage timely and prudent expenditure of operational budget – by 30 June 2013.
- Participate as required in review of older reserve management plans – as directed by Recreation Planner.
- Participate in annual review of communications plan, and ensure its effective implementation – by 30 June 2013.
- Care groups and volunteers are actively supported, managed, and recognised through adequate systems and resources – by 30 June 2013.
- Agrichemical use by contractor actively managed and recorded in accordance with Council policy – ongoing.
- Ensure all corporate asset management and reporting requirements are fully achieved - ongoing.
- Any plantings are undertaken and designed to address safety and quality issues, including CPTED considerations - ongoing.
- Plant and animal pests are actively identified and managed within budget constraints –ongoing.

- Ensure bi-monthly reports to Mauao Project Steering Group are accurate, timely and consistent with Council standards – ongoing.
- Ensure assistance is given where needed to smoothly move between the Mauao Steering Group and the new Management structure for Mauao - ongoing.
- Ensure relationships with key stakeholders are maintained with effective communication and consultation as required- ongoing.
- Ensure relationship with ‘Rena Recovery’ Project Team is used to gain as much benefit for Mauao and the diversity of Birds and Animals on Mauao.