



GuideLines

Number 363 – 27th June 2024

Tēnā koutou katoa

(Greetings, hello to you all)



Tena koutou guides

Updates from Guide Manager in this issue

- Bunkhouse charges increase
- Matariki ferry times
- H&S overview for guides
- Heads up for a new step that's coming for H&S
- Lanyards are here
- Where to find the latest version of the Guide Manual
- Guides needed

Bunkhouse charges – change from 1 July

The following changes come into effect from 1 July 2024

- Removal of 50% member discount (full rate of \$42 per night applies)
- Supporters' Weekends – full rate of \$42 per night to apply

What's not changing

- Working Weekends will still be at no cost to individuals
- Most biodiversity bookings will still be at no cost to individuals

Why this is happening

The change has been instigated at DOC HQ level and is out of the control of local DOC Rangers. The change is understandable given the current economic environment and the increasing financial pressures faced for construction, maintenance and other inflationary pressures.

What this means for guides wanting to stay over

In the past Rangers have had some discretion in providing beds for guides wishing to stay over in between their guiding commitments. This is now significantly reduced and means that individuals will probably need to pay the \$42 fee directly if they wish to stay over.

For arrangements over the Christmas holiday break we will advise you the conditions closer to the time.

Friday 24 June Matariki reminder – ferry times

A reminder that Friday 24 June is Matariki public holiday. Ferries run to weekend timetable, leaving Auckland at 8.30am, Gulf Harbour at 9.25am and leaving the island on return at 4pm.

Health & Safety – one page summary for guides

We have created a one-page H&S summary for new guides to help them come to grips with the information provided at the start of their training. This document was reviewed by the Main Committee and approved at their June meeting.

We will make a copy of this available along with the daily log, for guides to read in hard copy. We will also shortly make this available in the Guides Section of the website under the H&S banner.

Health & Safety overview for Guides

Our goal is to have every guide and every visitor to leave the island safely each day.

Prepare yourself

- Water, sunscreen, hat, clothing/footwear appropriate to weather conditions, name badge
- Check your mobile phone is charged. Ensure these numbers are in your phone contacts: Gail 027 222 7318; Debbie 021 029 01520; Yvonne 027 667 0367; Ranger 027 536 1067
- Do not guide if impaired by prescription or over the counter medication (impairment as indicated by a medical practitioner or drug use guidelines) or are under the influence of alcohol or other drugs.
- We will help you balance our need for guides with any limitations you have.
- If your mobility/agility/mental awareness is compromised you must not guide.
- You must be confident you can deal adequately with an emergency or injury in your group.
- You must keep up-to-date by reading announcements and communications provided through GuideLines.
- Collect a bum bag from the trailer, and ready the emergency number card to show to your group near the start of your walk. *This is mandatory on every walk.*
- Read and review the H&S plan annually and inform the Guide Manager you have done so.

You must know:

- The emergency procedure if you or any of your party are injured. (See card on lanyard)
- The contents of your bum bag.
- The emergency signal (horn blast) and assembly points on the island. (Ridge Road, Visitor Centre)
- The locations (wharf & visitor centre) and code (201) of the defibrillators
- Where to access the main first aid supply (in the office)
- Where to check for first aid qualified people on the island on any day (see notice board in office)

Keeping safe on the walk

- You must only guide visitors on the track assigned to you, no detours or deviations. If you informally guide visitors in the afternoon you must also stay on the formed tracks.
- Near the start of your walk, show your group the emergency card on the lanyard and instruct them to retrieve it and follow the instructions if anything happens to you.
- Alert all your party to any hazards (slippery boards, loose stones, low hanging branches etc) on the track, paying particular attention to those less mobile. Do not leave the hazard area yourself until all your party have safely passed. Trips and slips are our most common reported accident.
- Keep to the pre-determined arrival time at visitor centre
- During summer be alert for wasp nests. Mark the site with the blue tape in the bum bag. Record the location on the board in the workshop for Rangers to deal with. (Do **not** take your visitor group to the workshop area at any time)

After the walk

- Report any hazards, accidents or near misses to the Guide Manager. Reporting near misses is an important way for us to identify potential hazards before they become full-on hazards. If several people report near misses in the same area it's an indication that remediation is needed.
- Return your bum bag to the trailer, unless you have used anything from it – in which case return it to the Guide Manager and inform them what has been used.
- Record your walk details on the daily guide log on the clipboard in the visitor centre.
- If you venture away from the VC area by yourself anywhere/any time on the island you must fill in the **Intentions Sheet** in the back of the trailer, identifying where you are going and returning to. Remember to sign back in when you return.

Health & Safety – a new step to be introduced for guides and volunteers

Following on from the recent review by DOC we are required to introduce a JSA (job safety analysis) for guiding. A JSA is a way to bring people's awareness to potential hazards, increase safety awareness and prevent accidents/injuries.

We will shortly share this initial document with you and introduce you to the process we are intending to follow each day on the island.

Lanyards for guides are here

The lanyards printed with 'Volunteer Guide' and our logo have arrived. You will find one in each of the bum bags. They have an updated Emergency Numbers card and new map showing our three guiding tracks together with the best mobile calling areas on the island.

Please wear these at all times while guiding – these make it easier for you to show to visitors at the start of your guided walk and are primarily to keep you safe.

Reminder – how to access current Guide Manual

When you want to find the most recent version of the Guide Manual (updated March 2024) please go to the Guides Section of the website under the Health & Safety section.

Guides needed

And thanks for responding so quickly to our recent call out for guides in July. At this stage we still need two more guides on both Sunday 7 July and Saturday 14 July. Please email booktoguide@tiritirimatangi.org.nz if you can help.

Enjoy your guiding – thanks for all your support and your enthusiastic engagement with our visitors. Ka kite ano (see you again)

Ngā mihi nui

Gail Reichert

Guide & Volunteer Manager

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Flora News

By Warren Brewer

Karamū, coffee and gardenia

Karamū (*Coprosma robusta*) begins flowering in July with male (below left) and female (below right) flowers on separate plants. Male flowers each have four stamens, capped with a pollen laden anther, dangling to catch any breezes.



The female flowers each have two erect stigmas with furry surfaces to trap pollen from the air.

The fruit that forms on female plants ripens to an orange colour, attracting visits from birds. Māori children were said to snack on the ripe fruit.



The seed from each ripe fruit looks like a miniature coffee bean.



The large genus *Coprosma* has about 100 species; over half of them are endemic to New Zealand. The NZ species have dispersed all over the land mass, colonising habitats from coastal sand dunes to alpine heights. The dune and alpine species have adapted to their harsh surroundings by having a creeping growth habit and forming prostrate mats. Other plants are shrubs with several becoming small trees. Some small leaved coprosma shrubs express the NZ divaricating growth form, displayed on Tiritiri Matangi by **twiggy coprosma** (*Coprosma rhamnoides*).



Tiny ripe black berries on twiggy coprosma

Of the rest of the world's *Coprosma* population, Hawaii has 13 species with Tasmania, Eastern Australia, Borneo, Java, New Guinea and some Pacific Islands making up the rest.

Coprosma belongs in the coffee family, Rubiaceae, described as the world's fourth largest plant family. Most members are tropical and subtropical trees shrubs and climbers. Examples of other family members are *Gardenia* trees with their sweetly scented flowers. *Cinchona* trees from which the drug quinine was extracted, a long time front line medication used against malaria. Also, of course, the coffee plant, *Coffea arabica*.

Coprosma means "dung smell". The botanists on James Cook's second voyage were offended by the odour of a couple of species they were pressing for storing. One was so bad it was named *Coprosma foetidissima* (really stinking).

Tiritiri Matangi has seven *Coprosma* species recorded. Three of them, karamu, twiggy coprosma and **taupata** (*Coprosma repens*) are widespread and easily seen. The other four species have a small presence.

Sharing your stories

This is a reminder to everyone that we're currently working on promoting our Guided Walks to visitors and we *need* your stories. What you love about the tracks, how you feel about sharing with our very diverse visitors. The special things that only a knowledgeable and engaged Guide can add to a day on Tiritiri Matangi. We need stories for the Blog and the Newsletter. Send them through to both staceybalich@gmail.com and guidelines@tiritirimatangi.org.nz.

Ask the Experts

We've had a few complex questions recently. Fear not, they're being dealt with and your answers will be here soon.

Send your most vexing questions to guidelines@tiritirimatangi.org.nz and we'll ask the experts for an answer.

Don't forget we love to get your favourite newsy photos for sharing.

Focus on Te Reo Māori

This is a major part in the New Zealand Curriculum across all levels in schools.

1. **Helpful Guidelines for all SoTM members for upskilling in Te Reo Māori.**
<https://www.stuff.co.nz/national/maori-language-week/114961703/power-te-reo-maori-video-lesson-pronounce-words-with-confidence>
1. The following link has been provided by the 2022 Year 11 te reo Māori students at Rangitoto College. It is excellent for learning about vowel and consonant sounds, and the use of macrons, in te reo Māori. It includes some key words specific to Tiritiri Matangi.
https://docs.google.com/presentation/d/190hdBjzxyx_2Cpe8DC8aMI4mlyZUSHy_gjW62rN-6hvY/edit?usp=sharing
1. Note the ***Māori Bird Lore - An Introduction by Murdoch Riley*** is available in the office for guides/ SoTM members to pick up and dip into during lunch breaks.
1. **Kupu Māori / words.** Ideal to constantly check the aural: Te Aka Māori Dictionary <http://maoridictionary.co.nz/> The sound in Māori is often quite different from the way many of us have traditionally pronounced kupu / words.

Up and Coming

Supporters' Weekends

Saturday 13th July

Saturday 7th September

Saturday 5th October

Working Weekends

Labour weekend – 26th October

Explore Winter special deals:

SoTM Winter Deal:

50% discount for SoTM members from 1 June – 31 July 2024

Maximum two adults (including member) and three children per booking

Promo code: SOTIRI24

July School Holidays deal:

Kids go free

Valid for travel 3-28 July 2024 (based on days of operation during the month of July)

Maximum one child per full paying adult

Promo code: KIDSFREE24

SoTM website links and blogs

- [SoTM blog page](#)
- [With Matariki approaching, it is an opportunity to look back and look forward](#)

Tiritiri Matangi Oral Histories

- [Oral Histories](#)

Cybersleuth

- [Ngā Whetū O Matariki | Matariki; te Mātahi o te Tau](#)
- [The global phenomenon swallowing whole neighbourhoods](#)
- [Second time lucky for Shakespear stitchbirds?](#)
- [How the small Pacific Island nation of Vanuatu drastically cut plastic pollution](#)
- [The gardener who took a Canadian city to court for the right to not mow his lawn](#)
- [Restauranteurs should reconsider serving puffin meat](#)
- [Thousands march in London to urge leaders to tackle wildlife crisis](#)
- [‘Please come and see me because I’ll be dead soon’: How Michael Sheen got sucked into a forever chemicals expose](#)



**Ngā mihi maioha
(with thanks and appreciation)**

Photographs:

Header
Flora
Footer

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